

Certificate Course on Concurrent Audit of Banks

Organized by: Internal Audit Standards Board, ICAI

Hosted by: -----

Date: -----

Date	Technical Session (90 minutes each)	Topics
Day 1	9:45 AM to 10:00 AM	Inaugural Session
	I 10:00 AM to 11:30 AM	<p><u>Effective Concurrent Audit</u></p> <ul style="list-style-type: none"> • Scope of Concurrent Audit • Sources of obtaining Existing Bank Practices and Guidelines for Bank • Understanding of concept of Risk based Internal Audit and Risk Assessment Framework of Bank • Pre commencement Planning • Execution of Concurrent Audit • Timely submission of audit reports and quality of reports • Compliance with pending observations given in audit report • Documentation of Audit Planning and Evidence
	II 11:45 AM to 1:15 PM	<p><u>Legal and Regulatory Framework</u></p> <ul style="list-style-type: none"> • Transfer of Property Act, 1882 • Power of Attorney Act, 1882 • Indian Stamp Act, 1899 • The Recovery of Debts Due to Banks and Financial Institutions Act, 1993 • The Credit Information Companies (Regulation) Act, 2005 • The Securitisation and Reconstruction of Financial Assets and Enforcement of Security Interest Act, 2002 (SARFAESI ACT)

Date	Technical Session (90 minutes each)	Topics
		<ul style="list-style-type: none"> • The Central Registry of Securitisation Asset Reconstruction and Security Interest of India (CERSAI ACT)- Discuss on Importance of CERSAI ACT • Banking Regulation Act, 1949 • Reserve Bank of India Act, 1934
	III 2:15 PM to 3:45 PM	<ul style="list-style-type: none"> • KYC norms & Obligation of banks under Prevention of Money Laundering Act (PMLA 2002) • Negotiable Instrument Act, 1881
	IV 4:00 PM to 5:30 PM	<ul style="list-style-type: none"> • Book Debts and Stock Audit • Review of Due-Diligence Reports and Credit Audit Reports
Day 2	V 10:00 AM to 11:30 AM VI 11:45 AM to 1:15 PM	<u>Loans and Advances</u> <ul style="list-style-type: none"> • Credit Appraisal • Sanction/Disbursement • Documentation • Review/Monitoring/Supervision • Statutory restrictions and regulations relating to loans - Discussion on Fund based/non-fund-based limits (Other than issues covered in Forex and Trade) • Discussion on other loans related issues • Relevant Acts and RBI Circulars <ul style="list-style-type: none"> • The Insolvency and Bankruptcy Code. 2016 • Benami Transactions (Prohibition) Act, 1988 • Benami Transactions (Prohibition) Amendment Act, 2016
	VII 2:15 PM to 3:45 PM VIII 4:00 PM to 5:30 PM	Prudential Norms on Income Recognition, Assets Classification and Provisioning pertaining to Advances
Day 3	IX 10:00 AM to 11:30 AM	<u>FOREX & TRADE</u>

Date	Technical Session (90 minutes each)	Topics
	<p>X 11:45 AM to 1:15 PM</p> <p>XI 2:15 PM to 3:45 PM</p>	<ul style="list-style-type: none"> • Purchase and sale of currency-currency/DD/Travel cards/Traveler cheque with relevant AML guidelines • Miscellaneous remittances from India-Facilities available to residents • Remittances facilities to non-resident Indians • FCRA Act • NRE/ NRO/ FCNR(B)/ EEFC/ RFC/ DDA/ SNRR Accounts-Permissible debit and credit • Imports of Goods and services • Nostro and Vostro Accounts • Handling of BOE/ Shipping bill under physical and IDPMS/ EDPMS situation • A2 - A3 certification • Export of Goods and services • Export finance • Letter of Credit/ Bank Guarantee/ SBLC-Domestic and Foreign • Foreign Investment in India • Investments by Residents Abroad • External commercial borrowing and Trade Credits • Various forex returns • Other Forex related issues
	<p>XII 4:00 PM to 5:30 PM</p>	<p><u>Fraud Detection, Classification and Reporting</u></p> <ul style="list-style-type: none"> • Fraud Detection, Classification and Reporting • Discussion on Cheques related fraud and implementation of preventive measures by bank • Legal Audit of Title Documents in respect of Large Value Loan Accounts • Loan Frauds and discussion on Early Warning Signals/ Red Flagged Accounts

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		<u>Discussion on Case Studies on Frauds Occurred in Banking Industries</u>
Day 4	XIII 10:00 AM to 11:30 AM XIV 11:45 AM to 1:15 PM XV 2:15 PM to 3:45 PM XVI 4:00 PM to 5:30 PM	<u>Concurrent Audit Procedures</u> <ul style="list-style-type: none"> • Cash • ATM machine and cash collection Machines Audit • Deposits (Other than forex deposits/NRE/NRO etc.) • Value dated Transactions • Activation of inoperative accounts • Suspicious Transactions and AML issues • Regulatory requirement (Other than forex) • Clearing • Remittance of funds by DD/PO/RTGS/LEFT and Bills for collections • Verification of processes relating to control of receipt, issue, safekeeping and -Custody of security items and deliverables • Locker Operations • Settlement of deceased claims • Review of outstanding entries in Balance sheet heads • Verification of High-risk transaction/Exceptions with Audit Trails/Exception reports • Other House Keeping/operational issues • Revenue Audit
Day 5	XVII 10:00AM to 11:30 AM	<u>Treasury and Investment Function - Part I</u> <ul style="list-style-type: none"> • Rules and Regulations governing Treasury Function in Banks • Treasury infrastructure and its internal controls • Cash and Investment Management Function • Asset and Liability Management Function
	XVIII 11:45 AM to 1:15 PM	<u>Treasury and Investment Function - Part II</u>

Date	Technical Session (90 minutes each)	Topics
		<ul style="list-style-type: none"> • Rules and Regulations governing Treasury Function in Banks • Treasury infrastructure and its internal controls • Cash and Investment Management Function • Asset and Liability Management Function
	XIX 2:15 PM to 3:45 PM	<ul style="list-style-type: none"> • Implementation of Basel Capital Regulatory in India • Disclosure Requirements
	XX 4:00 PM to 5:30 PM	<p><u>Banker Panel Discussion (GMs of Banks to Address)</u></p> <ul style="list-style-type: none"> • Concurrent Audit-Banker's perspective and Expectations • To be finalized by the Branch <p>The objective is to get bankers' views on expectations from concurrent auditors and how the chartered accountants can add value to concurrent audit.</p>
Day 6	XXI 10:00 AM to 11:30 AM XXII 11:45 AM to 1:15 PM	<p><u>Audit in CBS Environment</u></p> <ul style="list-style-type: none"> • Checks & Strategy • Use of Technology in Concurrent Audit
	XXIII 2:15 PM to 3:45 PM	<p><u>Software Usage in Banks- CBS Demonstration</u></p> <ul style="list-style-type: none"> • General Concepts • Discussion on important Menu codes of CBS • Data Extraction from CBS
	XXIV 4:00 PM to 5:30 PM	<p><u>Effective Concurrent Audit Reporting</u></p> <ul style="list-style-type: none"> • Essentials of high-quality Audit reporting • Identification and Documentation of Audit observations • Presentation of Audit findings • Communication with stakeholders

Date	Technical Session (90 minutes each)	Topics
		<ul style="list-style-type: none"> • Follow- up, compliance monitoring and reporting effectiveness
<p>The objective assessment of the Course would be conducted after two weeks or any other date to be decided by the Board, generally, on Saturday from 11:30 AM to 1:00 PM. The Board would send e-mail to all the participants of the said batch about the examination date, timings and venue.</p>		

CPE Hours: 30 hrs.

Participation Fees: Rs. 11,800 (Rs. 10,000 per participant +18% GST)

Date of commencement of batch would be considered for payment and payment is required to be made accordingly by the participants.

Refund policy w.e.f October 1, 2018:

- In case of registration cancelled by the member (due to any reason), before commencement of the Certificate Course, 10% of the fee will be deducted.
- In case, refund request has been received after commencement of batch, no fee will be refunded to the member, but the member will be given an option to attend the course in subsequent batches, at the same location.
- In case, batch has been cancelled by the Board due to unavoidable circumstances, full fees will be refunded to the member by the Board.