



INDIAN INSTITUTE OF BANKING & FINANCE
Professional Development Centre – Eastern Zone (PDC-EZ), Kolkata

VIRTUAL TRAINING PROGRAMME on
Statutory Audit for Annual Financial Closing for FY 2023-24

18th to 19th March (Mon – Tue) 2024

Last Date to Apply: 15.03.2024

Self-Sponsored Candidates may also apply



IIBF has emerged as a premier institute on Banking and Finance education. It is the largest institute of its kind in the world and is working with a Mission to “develop professionally qualified & competent bankers and finance professionals primarily through a process of education, training, examination, consultancy/counselling and continuing professional development programmes”.

FOR NOMINATION PLEASE CONTACT:

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BACK GROUND OF THE PROGRAMME: Annual closing is a team work starting from Branch level to Head Office Level and is a time bound activity. Branches and administrative offices need to embark on this journey with zeal, skill and domain knowledge to accomplish challenges of carrying out the Annual Closing activities including Statutory Audit. We are in the last quarter of the financial year ending on 31.03.2024 and the annual closing is only months away. Branches / Offices are therefore, required to gear-up and be in preparedness for the timely closing of the books of accounts and smooth completion of annual Statutory Audit thereafter. Hard work carried out by Bankers throughout the Financial Year culminates into the Annual Closing activities

recording the outcome in the form of Annual Report of the Banks. The annual audited Financial Statements of the Banks are read and analyzed by various stakeholders including Investors, Domestic and Overseas Regulators, Depositors, Financial Managers, Credit Rating Agencies and related Government Agencies. Presentation and publication of results is the reflection of adherence to Banking Regulation Act, Accounting Standards issued by ICAI and notifications by various statutory bodies like SEBI, RBI etc. apart from various guidelines issued by different Statutory Authorities. Needless to mention, maintenance of highest quality and standards of underlying information and compliance are the sine-qua-non towards this objective. *Successful completion of audit within the stipulated timelines is an arduous task before the Bankers. Against this backdrop, Indian Institute of Banking and Finance has decided to conduct this program christened as “**Statutory Annual Audit**” –The Programme inter-alia covers:*

- ❖ Pre-Audit activities at Branch level
- ❖ Accounting / Closing activities - Important guidelines.
- ❖ Significant Accounting Policies
- ❖ Checklist for preparation of Various Closing Returns –
- ❖ Closing Certificates under Statutory Audit
- ❖ Returns / documents requires affixation of UDIN
- ❖ Disclosures – Note to Accounts
- ❖ LFAR – RBI guidelines
- ❖ Tax Audit

TARGET GROUP FOR THE PROGRAMME: Managers / Executives working in Corporate Accounts / Annual Closing Department of Administrative Offices / Head of Branches under SBA.

DURATION	METHODOLOGY	TRAINING FEES
2-days during 18th to 19th March 2024 Programme Timing: 10.00 AM to 5.30 PM each day	Virtual (Online Based on Zoom) interactive lectures, Case Studies, presentations and sharing of experiences Participants can join the programme from anywhere by using devices with Internet like PC, Laptop, Tablet or Mobile. Internet connection with good speed is required to stream live Virtual sessions. <u><i>Sessions will be handled by experienced faculties and experts from industry</i></u>	Rs4,000/- per participant plus GST @18% aggregating to Rs4,720/-. (Kindly provide your GST Number in the nomination letter to facilitate the raising of Invoice)

CORRESPONDENCE ADDRESS: Indian Institute of Banking & Finance, PDC-EZ, Avani Heights, 2nd Floor, 59A, Jawaharlal Nehru Road, Near Ravindra Sadan Metro Station, Kolkata – 700020.



INDIAN INSTITUTE OF BANKING & FINANCE
Professional Development Centre – Eastern Zone, Kolkata

Programme Title: Statutory Audit

Mode of Programme: Virtual Mode Date: 18th -19th March 2024

NOMINATION FORM

LAST DATE TO APPLY : 15.03.2024

Details of Nomination (to be filled by the Banks/FIs/Other Organizations):

Sl. No.	Name of Participant	Designation	Branch/ Office	Contact No.	E-mail Id.
1					
2					
3					
4					
5					

Fees Paid Rs. _____ UTR/Transaction No. _____ Date of Payment: _____
Name of Sponsoring Bank / FI: _____ **GSTN of Bank/FI:** _____
Address of the Bank/FI: _____ Phone/Mob. No. _____ E-mail id.: _____

FEE : Rs. 4,000/- per participant plus GST @ 18% i.e. Rs.720/- aggregating to Rs. 4,720/- (In case of TDS deduction, please send us the TDS certificate) (Kindly provide your GST Number in the nomination letter to facilitate the raising of Invoice)

Programme fees may be remitted to the credit of Institute's Bank Account as below:

- ✓ **Name of Account Holder:** Indian Institute of Banking & Finance
- ✓ **Name of the Bank Branch:** State Bank of India, Vidya Vihar (West), Mumbai.
- ✓ **Savings Account No.** 37067835940 **IFSC:** SBIN0011710
- ✓ **PAN No.** AAATT3309D; **GST No.** 19AAATT3309D2ZO, **State** - West Bengal

CONTACT DETAILS:

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Professional Development Centre – Eastern Zone, Kolkata

NOMINATION FORM FOR SELF-SPONSORED CANDIDATES

LAST DATE TO APPLY : 15.03.2024

Programme Title: Statutory Audit

Mode of Programme: Virtual Mode Date: 18th -19th March 2024

Sl. No	Name (Mr/Mrs/Ms)	Designation	Contact No. (Mobile)	E-mail (PERSONAL)	Address (personal)	UTR NUMBER

Name of Bank/ FI employed with: _____

Address of Bank/ FI employed with: _____

FEE : Rs. 4,000/- per participant plus GST @ 18% i.e. Rs.720/- aggregating to Rs. 4,720/- (In case of TDS deduction, please send us the TDS certificate).

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