



सांग्रिला डेवलपमेन्ट बैंक लि.

Shangri-la Development Bank Ltd.

स्वास्थ्य विकासको आधार

Training Report

First and Second Quarter

S.N	Program name	Attended Number	Date
1	Neps New Initiatives Event	1	5th Shrawan 2079
2	Validation and Matching error rectification (Batch 1)	14	5th Shrawan 2079
3	Employers Meet 2022	2	6th Shrawan 2079
4	Validation and Matching error rectification (Batch 2)	18	6th Shrawan 2079
5	Budget Meet 2079/80	30	6th Shrawan 2079
6	Fraudulent Behavior with Document and Signature Forgery & Security Features of Nepalese Currencies	3	7 th shrawan 2079
7	Negotiable Instrument, Cash & Teller	3	7th shrawan 2079
8	Performance Management	37	7th Shrawan 2079
9	Account Maintance	20	10th Shrawan 2079
10	Annual Strategic and Budget Meet-Nepalgunj	35	11th Shrawan 2079
11	Stop Payment Instruction & Blacklisting	20	11th Shrawan 2079
12	Front Office Management & Secretarial Etiquette's Training	3	11th Shrawan to 25th Shrawan 2079
13	Issuance of Good for Pyament (GFP)	20	12th Shrawan 2079
14	Trainers On Financial Literacy	1	13th -14th Shrawan 2079
15	Workshop on Customer Service Desk Procedure of A/C opening & Closing & operation Risk Management	19	14th Shrawan 2079
16	Fundamentals of Credit and Credit Appraisal Skills	2	16th-25th Shrawan 2079
17	Teller Related Concern	24	19th Shrawan 2079
18	Training of Trainers	33	20th-21st Shrawan 2079
19	IBFT, Remittance and DP Transactions	30	20th Shrawan 2079
20	Branch Operation Excellence	2	21st Shrawan 2079
21	IBFT, Remittance and DP Transactions	44	24th Shrawan 2079
22	KSS: Objectives and Key Result (KP)	1	26th Shrawan 2079
23	Leadership: Managing Up and Down	2	28th Shrawan 2079
24	Implementing Effective Tools for Operational & AML Risk Management	2	28th Shrawan 2079
25	VAT and TAX Skill	5	29th -30th Shrawan 2079
26	Nepal Economic Outlook 2023 and Beyound	2	29th Shrawan 2079
27	IT Risk & Security (Batch 1)	11	30th Shrawan 2079
28	IT Risk & Security (Batch 2)	16	31st Shrawan 2079
29	Techniques and Tools for Effective Performance Appraisal	16	31st Shrawan 2079
30	Managing AML/CFT Risks Posed by FinTechs, New Payment Systems	1	31st Shrawan 2079
31	Overview of AML/CFT	30	3rd Bhadra 2079
32	Company and its decision making process	30	3rd Bhadra 2079
33	Techniques and Tools for Effective Performance Appraisal	15	5th Bhadra 2079
34	Blacklist API V2	3	5th Bhadra 2079



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35	Account Maintance	30	8th Bhadra 2079
36	Stop Payment Instruction	30	9th Bhadra , 2079
37	Business Process Automation (Group A)	18	9th Bhadra , 2079
38	Business Process Automation (Group B)	17	9th Bhadra , 2079
39	Validation and Matching error rectification	36	10th Bhadra 2079
40	Business Process Automation (Group C)	18	10th Bhadra 2079
41	Financial Literacy Framework, 2020	1	10 th & 11 th Bhadra 2079
42	Issuance of Good for Payment (GFP)	29	12th Bhadra 2079
43	Validation and Matching error rectification	29	12th Bhadra 2079
44	Business Process Automation (Group D)	16	12th Bhadra 2079
45	Business Process Automation (Group E)	12	12th Bhadra 2079
46	Business Process Automation (Group F)	18	13th Bhadra 2079
47	Business Process Automation (Group G)	17	13th Bhadra 2079
48	Validation and Matching error rectification	60	17th Bhadra 2079
49	NCHL's Systems/Service Regional Orientation	2	17th Bhadra 2079
50	Leadership Excellence Program for Women Managers	2	17 th to 19 th Bhadra 2079
51	NCHL's Systems/Service Regional Orientation	2	19th Bhadra 2079
52	Basic Excel Relating to Accounts & Finance	16	20th to 22nd Bhadra 2079
53	Enterprise Risk Assessment on AML-CFT	1	13th Bhadra 2079
54	11th NATIONAL HR CONFERENCE PROGRAM SCHEDULE	2	22nd Bhadra 2079
55	Credit & Operation Risk Management	3	22nd Bhadra 2079
56	First aid and medical Safety	32	24th Bhadra 2079
57	Escalate your Customer Service & Sales	32	25th Bhadra 2079
58	Fraudulent Behaviour with Signature and Document Forgery	34	25th Bhadra 2079
59	Company & its decision making process and Legal Propsect in recovery & Recovery Techniques	42	25th Bhadra 2079
60	Techniques and Tools for Effective Performance Appraisal	15	28th Bhadra 2079
61	Techniques and Tools for Effective Performance Appraisal	29	29th Bhadra 2079
62	Creating & Maintaining A Harassment- Free Workplace	2	29th Bhadra 2079
63	Techniques and Tools for Effective Performance Appraisal	19	30th Bhadra 2079
64	Balance of Payments Statistics	1	30th Bhadra 2079
65	Capital Adequacy Ratio	30	31st Bhadra 2079
66	Escalate your Customer Service & Sales	39	1st Ashwin 2079
67	Fraudulent Behavior with Document and signature Forgery and Security Features of Nepales Currencies	33	3rd Ashwin 2079
68	Capital Adquacy Ratio	30	7th Ashwin 2079
69	Customer Service Excellence	32	8th Ashwin 2079
70	Career Counseling Workshop & IT risk & Security	32	8th Ashwin 2079
71	Marketing and Selling Skills for high Performance	1	24th to 22nd Ashwin 2079
72	Financial Literacy Framework, 2022	1	4th Kartik 2079
73	Sales & Customer Service Excellence	35	5th Kartik 2079
74	Working Capital Management covering recent Regulatory Guidelines	4	16th to 17th Kartik 2079
75	Capital Adequacy	31	18th Kartik 2079



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76	NCHL's Systems/Services Orientation and Training	3	18th Kartik 2079
77	Strategy Meet & Capacity Building Program	10	21st Kartik 2079
78	Orientation session - Marketing Department	22	22nd Kartik
79	Basis Excel Training	13	23rd, 24th & 25th Kartik 2079
80	Electronic Payments & Digital Banking	3	24th Kartik 2079
81	NCHL's Systems/Services Orientation and Training	3	25th Kartik 2079
82	Career Counseling workshop	29	26th Kartik 2079
83	Cyber hygiene	29	26th Kartik 2079
84	capital adequacy	34	26th Kartik 2079
85	Financial Statement Analysis	34	26th Kartik 2079
86	Orientation session -Credit Department	22	29th Kartik 2079
87	Orientation Session -Operation Department	22	1st Mangshir 2079
88	Orientation Session -IT Department & Card& E-banking Unit	22	2nd Mangshir 2079
89	Sales Excellence for Banks and Financial Institutions	1	6th & 7th Mangshir 2079
90	Strategy Meet & Capacity Building Program	14	8th Mangshir 2079
91	Nepal-India BFSIs Partnership Summit 2022	2	9th Mangshir 2079
92	Working Capital Management	31	10th Mangshir 2079
93	AML/CFT	28	10th Mangshir 2079
94	Mutual Evaluation and Issues, Challenges and its solutions faced during effective implementation of goAML system	1	12th Mangshir 2079
95	CBS Awareness	38	13th Mangshir 2079
96	Basic Excel -TOT	12	14th, 15th & 16th Mngshir 2079
97	NCHL's Systems/Services Regional	3	16th Mangsir 2079
98	Muluki Ain 2074	34	17th Mangshir , 2079
99	Company Act	34	17th Mangshir , 2079
100	Capital adequacy	28	17th Mangshir , 2079
101	Financial Statement Analysis	28	17th Mangshir , 2079
102	SDBL Operation Manual on Customer Service Desk & Account Maintance Policy & Procedure	32	22nd Mangshir, 2079
103	Counterfiet Notes	1	23rd Mangshir 2079
104	AML/CFT	31	24th Mangshir 2079
105	SDBL Operation Manual on Customer Service Desk & Account Maintance Policy & Procedure	29	24th Mangshir, 2079
106	Cross Selling	32	24th Mangshir, 2079
107	Sales and Customer Service Excellence	30	24th Mangshir, 2079
108	Mind Management	1	24th Mangshir, 2079
109	Essential skills for Administrators	3	24th Mangshir, 2079
110	Capital adequacy-Morning Batch	23	24th Mangshir, 2079
111	Capital adequacy-Afternoon Batch	30	24th Mangshir, 2079
112	Basic Excel-Gorkha	5	26th, 27th & 28th Mangshir, 2079
113	Basic Excel-Narayangardh	5	27th, 28th & 29th Mangshir, 2079



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114	Basic Excel-Dhangadhi	5	29th Mangshir 2079
115	Basic Excel-Gorkha	5	1st Poush, 2079
116	customer service excellence	20	2nd Poush 2079
117	Selling Excellence in Action	1	2nd Poush, 2079
118	SAFA Conference and BPA Awards Ceremony	3	3rd Poush, 2079
119	Basic Excel-Dhangadhi	5	1st & 2nd Poush 2079
120	Basic Excel-Nepalgunj	7	2nd, 3rd, 4th Poush 2079
121	Basic Excel-Pokhara	9	4th, 5th ,6th Poush 2079
122	Basic Excel-Surkhet	5	7th, 8th, 14th & 15th Poush 2079
123	NCHL's Systems/Services Regional	1	8th Poush 2079
124	Workshop with Participating Banking and Finance Institutions	2	13th Poush 2079
125	Interaction Program of DCGF	2	20th Poush, 2079
126	Interaction Program of NRB	1	24th Poush, 2079
127	Interaction program on RTGS	1	25th Poush, 2079

Total Number of Staff Trained

2117

Human Resource Department

Shangri-la Development Bank

1st Magh 2079