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Telangana State Co-operative Apex Bank Ltd.
Co-operative Training Institute

(An ISO 9001:2015 Certified Institute)

Rajendranagar, Hyderabad, Ph. No. 040 - 24016312, 24015924, Fax: 24016312.

Programme No.	ISO Course Code No. Ch-II -
Name of the Programme	Programme on System based Auditing of PACS for Departmental Auditors
Duration	5 Days
Programme Coordinator	
Venue	TSCAB-CTI, Rajendranagar, Hyderabad

DAY-TO-DAY SCHEDULE

Session	Topic	Name of the Resource Person S/ Sri
Day - 1		
I	Registration, Inauguration & Entry Test	Director & Course Coordinator
II	An overview of PACS Computerisation - Modular deployment of Intellect software - Details thereon	Guest Faculty from Intellect
III	Governance, Membership - Registration of Member, Capture Land Details, Share Transactions (Deposits, Withdrawals) - Other Deposits - Savings Bank (Application, Transactions and Interest Calculation & Postings) - Current Deposits (Applications and transactions) - Thrift Application & Transactions	Guest Faculty
IV	Lab Practice	Guest Faculty
Day - 2		
I & II	1. Term Deposits - Fixed Deposits (Application, Interest Paid, Closure & Foreclosure of Deposits) 2. Recurring Deposits (Application, Receive Installments, Closure and Foreclosure of Deposits) 3. Loans - KCC Loans, Other Loans (Application, Sanction, Disbursements, Collections and Demand) 4. Loans - MT Loans, LT Loans (Application, Sanction, Disbursements, Collections and Demand) 5. Merchandise (Purchase, Sales, Stock Details) Procurement & Processing (Procurement and Payment Details) 6. Lockers - Types, Application, Rent Collection, Locker Log, Closure Lab Practice	Guest Faculty
III & IV	Preparation and Presentation of Audit Report on Dummy Database - Lab Practice	Guest Faculty

Session	Topic	Name of the Resource Person S/ Sri
Day - 3		
I & II	Audit Module - Generation and verification of Audit Statements and all Annexures - Lab Practice	Guest Faculty
III	Do's and Don'ts for Auditors - Audit techniques and presentation in the report	Guest Faculty
IV	Capital Adequacy - About CRAR - Case Exercise	CTI - Faculty
Day - 4		
I & II	FAS & Audit Reports (Charter of Accounts, Receipt Vouchers and Payment Vouchers, Day Book, General Ledger, Trial Balance, Receipts & Payments, Trading Account, Profit & Loss Account and Balance Sheet) - Lab Practice	Guest Faculty
III	Analysis of Financial Statements - Cash Flow and Funds Flow - Case Exercises	CTI - Faculty
IV	Ratio Analysis - Margins - Case Exercise	CTI - Faculty
Day - 5		
I	Prudential Norms for PACS	CTI - Faculty
II	Borrowings (Account Creation, Disbursement, Remittance, Collections) - Investments (Other Institutions - Deposits, Shares) - Lab Practice	Guest Faculty
III	Passing of Reversal Entry Vouchers - Doubts Clarification - Lab Practice	Guest Faculty
IV	Exit Test - Evaluation & Valediction	Director & Course Coordinator

I Session : 10.00 AM to 11.30 AM	II Session : 11.45 AM to 01.15 PM
III Session : 02.00 PM to 03.30 PM	IV Session : 03.45 PM to 05.15 PM
Library Timings: 09.00 AM To 09.30 AM & 05.15 PM To 06.00 PM	
TEA B R E A K : 11.30 AM to 11.45 AM & 3.30 PM to 3.45 PM	
LUNCH B R E A K : 1-15 PM to 2.00 PM	

PROGRAMME COORDINATOR


DIRECTOR