



Foreign Exchange Dealers' Association of India

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Misc. Circular No.50/OW-2017-29/CB/2017

18th October 2017

ATTN.:

1. **General Manager, HRD, Training Division**
2. **General Manager, International Division**

Dear Sir,

**FEDAI One Week Orientation Workshop (5 Day) NON-RESIDENTIAL on
Foreign Trade and Foreign Exchange Business under 2017 Series in Gurgaon
From 11th December to 15th December 2017 (OW-2017-29)**

LAST DATE FOR RECEIVING NOMINATIONS IS 4th DECEMBER 2017

We are pleased to inform member banks that under the auspices of FEDAI, **Canara Bank** will be conducting One Week Orientation Workshop (**Non-Residential**) under 2017 Series in **GURGAON** as per details given below.

| VENUE | CONTACT DETAILS | PERIOD AND TIMINGS |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| Canara Bank Regional Staff Training College IFFCO Chowk, Off Delhi Jaipur Express Highway Sector 18, Plot 80 Gurgaon – 122 015 Haryana | <u>CHIEF CO-ORDINATOR</u> Mr. Rajiv Kumar Sinha Manager and Faculty Tel: 0124 - 2341588 / 2341589 Cell: 099718 50625 Email: rajeev.sinha@canarabank.com <u>LOCAL CO-ORDINATOR</u> Mr. Sudhir Kumar Senior Manager & Faculty Cell; 076786 38897 / 093138 89689 Email: rstccodel@canarabank.com | 11 th December to 15 th December 2017 Monday to Friday 9.00 a.m. to 5.00 p.m. |

In the revised process of GST, issuance of Invoice is necessary. The nominating banks should inform FEDAI about the same and call for Invoice. On the basis of Invoice, payments can be remitted through NEFT. Payment should be made within 5 Days of receipt of Invoice as per account details mentioned below:

Participation Fee : Rs. 12,000/-
+ GST 18% : Rs. 2,160/-

Rs. 14,160/-
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NO TDS as per FEDAI Workshop Guidelines
GSTIN: 27AAATF0610P1ZR
PAN: AAATF0610P

Mode of payment : Cheque favouring FEDAI payable at Mumbai **OR NEFT** as follows

a) Beneficiary Name : Foreign Exchange Dealers' Association of India
b) Bank's Name : Canara Bank, Cuffe Parade Br. Mumbai- 400005
c) Account Type : Savings Bank
d) Account No. : **1879101005526**
e) IFSC Code : **CNRB0001879**
f) Remark : Please provide name of the **Participant with (OW-2017-29)**

1. **BACKGROUND:** With the ongoing process of liberalisation and decentralization in exchange control administration in the areas of foreign trade business, there are host of opportunities for member banks to develop their foreign trade / exchange business. It is therefore, imperative that officers possess required knowledge of the business and develop their skills of operations to ensure compliance and manage risks.
2. **OBJECTIVE:** To impart knowledge in foreign trade / exchange business and also to hone operational skills of officers to handle the transactions. Participation in the workshop conducted by FEDAI will also enable officers of member banks to share best business practices and to network with each other for development of knowledge and skills.
3. **FACULTY:** From FEDAI and experienced faculty from member banks and other market participants having operational experience.
4. **TARGET GROUP:** Junior and Middle level officials from member banks working in 'A' and 'B' category branches responsible for handling and development of foreign trade / exchange business. Further, officials to be inducted in this business including those from 'C' Category branches of AD I Banks. Considering importance and usefulness of such workshops, member banks may also depute their officials from their inspection / audit department as well as administrative officers responsible for credit / forex portfolios.
5. **The Officers attending Workshop will be entitled to Workshop kit consisting of 7 Books (6 books and 1 small booklet) and also 'Certificate of Participation'.**
6. **INPUTS TO BE PROVIDED :**
 - i. Overview of Foreign Trade and Foreign Exchange Business, Transactions / operations and Current Foreign Trade Policy
 - ii. Forex Remittance and Accounts Facilities to Resident Indians and NRIs
 - iii. Documentary Credits and Standby Credits
 - iv. INCOTERMS, UCP, URC, URDG and ISP 1998 ICC Rules
 - v. FEMA 1999 on Exports / Imports and related remittances
 - vi. Preventions with reference to KYC and AMLA – Special precautions on various forex products where bank funds are not involved
 - vii. Export Finance
 - viii. Introduction to Capital Account Transaction - ECBs and FCNR(B) Loans, FDI/ODI
 - ix. ECGC Policies and Guarantees with claim procedures
 - x. Role and Rules of FEDAI
 - xi. Exchange Rates and Risk Management and brief on Derivatives

Member banks (**Category AD I**) are requested to nominate officers from their **GURGAON** and nearby branches for the workshop. Since the nominations are accepted on **First-cum-First basis**, member banks should ensure that nominations are sent latest by **4th December 2017**.

With regards,

Yours faithfully,

Chief Executive