



# Foreign Exchange Dealers' Association of India

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Misc. Circular No.45/OW-2018-20/UNB/2018

3<sup>rd</sup> October 2018

ATTN.:

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

Dear Sir,

**FEDAI 5 Days Orientation Workshop (NON-RESIDENTIAL) on  
Foreign Trade and Foreign Exchange Business under 2018 Series in Kolkata  
From 17<sup>th</sup> to 21<sup>st</sup> December 2018 (OW-2018-20)**

**LAST DATE FOR RECEIVING NOMINATIONS IS 10<sup>TH</sup> DECEMBER 2018**

We are pleased to inform member banks that under the auspices of FEDAI, **United Bank of India** will be conducting 5 Days Orientation Workshop (**Non-Residential**) under 2018 Series in **Kolkata** as per details given below.

VENUE	CONTACT DETAILS	PERIOD AND TIMINGS
United Bank of India Staff Training College 19a & B Raja Santosh Road (Alipur) <b>Kolkata – 700 027</b>	<b><u>CHIEF CO-ORDINATOR</u></b> Mr. Alok Datta Asst. General Manager – IBD Head Office, Kolkata – 700 001 Tel: 033 – 2262 1041 Cell: 094335 15774 Email: <a href="mailto:agmibd@unitedbank.co.in">agmibd@unitedbank.co.in</a> <b><u>LOCAL CO-ORDINATOR</u></b> Mr. Kingsuk Bose Senior Manager, IBD, Head Office Cell: 098746 40697 Email: <a href="mailto:cmibd@unitedbank.co.in">cmibd@unitedbank.co.in</a>	17 <sup>th</sup> December to 21 <sup>st</sup> December 2018  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/-

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**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-2018-20)**

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
  - xii. Latest Developments / Trends in Foreign Trade / Exchange Business.

Member banks (**Category AD I**) are requested to nominate officers from their **Kolkata** 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 10<sup>th</sup> December 2018.**

With regards,

Yours faithfully,

**Chief Executive**