

NATIONAL VOCATIONAL EDUCATIONAL QUALIFICATION FRAMEWORK (NVEQF)

SECTOR: ECONOMICS & FINANCE

SPECIALIZATION: BANKING: NVEQF/E&F/B/LI

CERTIFICATE LEVEL- I

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	BASIC FINANCIAL SKILLS MONEY MATTERS : SMART GOALS AND FINANCIAL ANALYSIS BUDGETING : BALANCING THE MEANS AND THE ENDS INVESTMENT : NURTURING THE MONEY PLANT BASICS OF BANKING STALKING THE STOCKS INVESTMENTS : THE WIDER SPECTRUM BEYOND SAVINGS : BORROWING		1. 2.	SUBJECT OF STUDIES THE LANGUAGES WILL BE FROM THE FOLLOWING WITH THE FOLLOWING STRUCTURE (ANY TWO) HINDI, ENGLISH, ASSAMESE, BENGALI, GUJRATI, KANNADA, KASHMIRI, MARATHI, MALAYALAM, MANIPURI, ORIYA, PUNJABI, SINDHI, TAMIL, TELUGU, URDU, LEPCHA, LIMBU, BHUTIA, SANSKRIT, ARABIC, PERSIAN, FRENCH, GERMAN, PORTUGUESE, RUSSIAN, SPANISH, NEPALI, TIBETAN AND MIZO, TANGKHUL AND BODO. (DETAIL CONTENT AT L_1_Language) LANGUAGE I LANGUAGE II	140 140
2.	FINANCE BANKING SKILLS UNDERSTANDING BANK FEES ONLINE AND MOBILE BANKING DEBIT CARDS CREDIT CARDS			MATHEMATICS (DETAIL CONTENT AT L_1_General_Ed)	140

	CHEQUE PAN CARD-FAQS ATM AWARENESS				
3.				SCIENCE (DETAIL CONTENT AT L_1_General_Ed)	180
4.				SOCIAL SCIENCE (DETAIL CONTENT AT L_1_General_Ed)	180
	TOTAL VOC CONTENT	200		TOTAL GENERAL CONTENT	780
	GRAND TOTAL			980 HRS.	

SPECIALIZATION: BANKING: NVEQF/E&F/B/LII

CERTIFICATE LEVEL- II

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	LOANS INTEREST RATE COLLATERAL SECURITY TYPES OF LOANS			SUBJECT OF STUDIES THE LANGUAGES WILL BE FROM THE FOLLOWING WITH THE FOLLOWING STRUCTURE (ANY TWO) HINDI, ENGLISH, ASSAMESE, BENGALI, GUJRATI, KANNADA, KASHMIRI, MARATHI, MALAYALAM, MANIPURI, ORIYA, PUNJABI, SINDHI, TAMIL, TELUGU, URDU, LEPCHA, LIMBU, BHUTIA, SANSKRIT, ARABIC, PERSIAN, FRENCH, GERMAN, PORTUGUESE, RUSSIAN, SPANISH, NEPALI, TIBETAN AND MIZO, TANGKHUL AND BODO. (DETAIL CONTENT AT L_2_Language)	140 140
2.	DEPOSIT ACCOUNTS DEMAND DEPOSITS TERM DEPOSITS			MATHEMATICS (DETAIL CONTENT AT L_2_General_Ed)	140
3.	INSURANCE INSURANCE IS IMPORTANT TYPES OF INSURANCE INSURANCE AND MATURITY BENEFICIARY NOMINEE			SCIENCE (DETAIL CONTENT AT L_2_General_Ed)	180

4.	INVESTMENT TYPES OF INVESTMENTS MUTUAL FUNDS INVESTOR AWARENESS SAFEGUARD			SOCIAL SCIENCE (DETAIL CONTENT AT L_2_General_Ed)	180
	TOTAL VOC CONTENT	250		TOTAL GENERAL CONTENT	780
	GRAND TOTAL			1030 HRS.	

SPECIALIZATION: BANKING: NVEQF/E&F/B/LIII

CERTIFICATE LEVEL- III

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	<p>INTRODUCTION TO FINANCIAL PLANNING</p> <p>CLIENT PLANNER RELATIONSHIP</p> <p>GATHERING CLIENT DATA</p> <p>CLIENT OBJECTIVES AND NEEDS</p> <p>PREPARING THE FINANCIAL PLAN: ASPECTS AND CONSIDERATONS</p> <p>PROFESSIONALISM & ETHICS IN FINANCIAL PLANNING PRACTICES</p> <p>REGULATORY REQUIREMENTS</p> <p>RISK TOLERANCES AND CLIENT BEHAVIOUR</p> <p>ASSET MANAGEMENT</p> <p>PERSONAL FINANCIAL STATEMENTS</p> <p>FINANCIAL MATHEMATICS (TIME VALUE OF MONEY)</p> <p>ECONOMIC ENVIRONMENTS AND INDICATORS</p> <p>FORMS OF BUSINESS</p>		<p>1.</p> <p>2.</p>	<p>SUBJECT OF STUDIES</p> <p>I&II TWO LANGUAGES OUT OF FOLLOWING</p> <p>HINDI, ENGLISH, ASSAMESE, BENGALI, GUJRATI, KASHMIRI, KANNADA, MARATHI, MALYALAM, MANIPURI, ORIYA, PUNJABI, SINDHI, TAMIL, TELUGU, URDU, SANSKRIT, ARABIC, PERSIAN, LIMBOO, LEPCHA, BHUTIA, MIZO, TANGKHUL, BODO, NEPALI, TIBETAN, FRENCH, GERMAN, PORTUGUESE, RUSSIAN AND SPANISH.</p> <p>(DETAIL CONTENT AT L_3_Language)</p> <p>LANGUAGE I</p> <p>LANGUAGE II</p>	<p>120</p> <p>120</p>

	<p>OWNERSHIPS</p> <p>WAY OF TAKING TITLE TO PROPERTY</p> <p>LEGAL ASPECTS OF FINANCIAL PLANNING</p>				
2.	<p>GENERAL BANKING</p> <p>BASIC PRINCIPLES OF BANKING</p> <p>STRUCTURE OF INDIAN BANKING SYSTEM</p> <p>FUNCTIONS OF BANKS</p> <p>INDIAN BANKING: RECENT TRENDS</p> <p>E-BANKING</p> <p>KYC NORMS</p>			<p>ANY THREE PAPERS OUT OF FOLLOWING</p> <p>(DETAIL CONTENT AT L_3_General_Ed_Commerce_Stream)</p>	
3.	<p>BANK DEPOSITS</p> <p>VARIOUS TYPES OF DEPOSITS AND PRODUCTS OFFERED BY THE BANK.</p> <p>PROCEDURE FOR ACCOUNT OPENING, OPERATION & CLOSING OF ACCOUNTS</p> <p>VARIOUS TYPES OF CUSTOMERS AND OPERATION OF THEIR ACCOUNTS</p> <p>LOAN AGAINST DEPOSITS</p> <p>BASIC INFORMATION ON CHEQUE</p> <p>ELECTRONIC TRANSFER OF FUNDS/ REMITTANCES.</p> <p>BANKER' SECRECY OF ACCOUNTS</p>			<p>MATHEMATICS</p>	150
4.	<p>HUMAN RESOURCES MANAGEMENT</p>			<p>ECONOMICS</p>	150

	HUMAN RESOURCES MANAGEMENT BUILDING AN HR STRATEGY MOTIVATION, TRAINING AND SKILL DEVELOPMENT PERSONNEL MANAGEMENT AND INDUSTRIAL RELATIONS				
5.				BUSINESS STUDIES	150
6.				ACCOUNTANCY	150
7.				ENTREPRENEURSHIP	150
	TOTAL VOC CONTENT	350		TOTAL GENERAL CONTENT	690
	GRAND TOTAL			1040 HRS.	

SPECIALIZATION: BANKING: NVEQF/E&F/R/LIV

CERTIFICATE LEVEL- IV

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	ANTI MONEY LAUNDERING WHAT IS MONEY LAUNDERING? PREVENTION OF MONEY LAUNDERING ACT (PMLA), 2002 RBI GUIDELINES INTRODUCTION TO ANTI MONEY LAUNDERING KNOW YOUR CUSTOMER CUSTOMER IDENTIFICATION PROCEDURE KYC AND RISK PROFILE OF THE CUSTOMER COVERED/EXEMPTED PRODUCT UNDER TGE PREVIEW OF AML REQUIREMENT SOURCES OF FUND SUSPICIOUS TRANSACTIONS RECORD KEEPING INTERNATIONAL INITIATIVE FOR ANTI MONEY LAUNDERING FINANCIAL ACTION TAX FORCE US PATRIOT ACT ASIA/PACIFIC GROUP OF MONEY LAUNDERING		1. 2.	SUBJECT OF STUDIES I&II TWO LANGUAGES OUT OF FOLLOWING HINDI, ENGLISH, ASSAMESE, BENGALI, GUJRATI, KASHMIRI, KANNADA, MARATHI, MALYALAM, MANIPURI, ORIYA, PUNJABI, SINDHI, TAMIL, TELUGU, URDU, SANSKRIT, ARABIC, PERSIAN, LIMBOO, LEPCHA, BHUTIA, MIZO, TANGKHUL, BODO, NEPALI, TIBETAN, FRENCH, GERMAN, PORTUGUESE, RUSSIAN AND SPANISH. (DETAIL CONTENT AT L_4_Language) LANGUAGE I LANGUAGE II	120 120

2.	KNOW YOUR CUSTOMER DEFINITION OF AGENT IRDA REGULATION 2000 ROLE OF AN AGENT CODE OF ETHICS COMPLIANCE RESPONSIBILITIES OF ASSOCIATES AND ADVISORS PROTECTION OF COMPANY ASSETS REPORTING TO ILLEGAL AND UNETHICAL BEHAVIOR			ANY THREE PAPERS OUT OF FOLLOWING (DETAIL CONTENT AT L_4_General_Ed_Commerce_Stream)	
3.	BASICS OF RISK MANAGEMENT INTRODUCTION TO RISK RISK MANAGEMENT RISK IDENTIFICATION RISK EVALUATION RISK CONTROL RISK FINANCING - GENERAL RISK FINANCING - TRANSFER RISK FINANCING - RETENTION ALTERNATIVE RISK TRANSFER CORPORATE RISK MANAGEMENT CHANGING TRENDS IN RISK MANAGEMENT RISK MANAGEMENT AND SHAREHOLDER VALUE			MATHEMATICS	150
4.	FINANCIAL INCLUSION AND ROLE OF BCs/BFs MICRO FINANCE AND ITS IMPORTANCE IN FINANCIAL INCLUSION CHANNELS FOR DELIVERING MICRO CREDIT SHG-BANK LINKAGES GROUP DYNAMICS AND PEER PRESSURE			ECONOMICS	150

	<p>IN SHG MODEL NEED FOR AND ROLE OF BUSINESS FACILITATORS AND BUSINESS CORRESPONDENTS IN FINANCIAL INCLUSION DIFFERENT ACTIVITIES OUT SOURCED BY BANKS MONITORING AND CONTROL OF BC/ BF</p>				
5.	<p>SKILLS FOR BC</p> <p>AN OVERVIEW OF VARIOUS SKILLS NEEDED BY BUSINESS FACILITATORS/BUSINESS CORRESPONDENTS SKILLS THAT MAKE THEM EFFECTIVE IN THEIR ROLE: COMMUNICATION AND INTERVIEWING SKILLS BORROWER PROFILING SKILL DEBT MANAGEMENT SKILL CASH FLOW WORKING AND CASH BUDGETING TECHNIQUE CREDIT COUNSELING AND FINANCIAL ADVISING SKILLS FINANCIAL LITERACY AND FINANCIAL EDUCATION MARKETING SKILL CROSS SELLING SKILL</p>			BUSINESS STUDIES	150
6.				ACCOUNTANCY	150
7.				ENTREPRENEURSHIP	150
	TOTAL VOC CONTENT	350		TOTAL GENERAL CONTENT	690
	GRAND TOTAL			1040 HRS.	

SPECIALIZATION: BANKING: NVEQF/E&F/B/LV

CERTIFICATE LEVEL- V

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	PRINCIPLES & PRACTICES OF BANKING INDIAN FINANCIAL SYSTEM FUNCTIONS OF BANKS BANKING TECHNOLOGY SUPPORT SERVICES - MARKETING OF BANKING SERVICES/PRODUCTS		1.	ANY THREE PAPERS OUT OF FOLLOWING (DETAIL CONTENT AT L_5_General_Ed_Commerce_Stream)	
2.	LEGAL & REGULATORY ASPECTS OF BANKING OPERATIONS REGULATIONS AND COMPLIANCE LEGAL ASPECTS OF BANKING OPERATIONS BANKING RELATED LAWS COMMERCIAL LAWS WITH REFERENCE TO BANKING OPERATIONS			BUSINESS ORGANIZATION AND MANAGEMENT	180
3.	CENTRAL BANKING RATIONALE AND FUNCTIONS OF CENTRAL BANK CENTRAL BANKING IN INDIA MONETARY POLICY AND CREDIT POLICY SUPERVISION AND FINANCIAL STABILITY			FINANCIAL ACCOUNTING	180
4.	ACCOUNTING & FINANCE FOR BANKERS BASICS OF BUSINESS MATHEMATICS ACCOUNTING IN BANKS/BRANCHES BANK ACCOUNTING AND BALANCE SHEET OTHER ACCOUNTS			MICRO ECONOMICS–I	180

	COMPUTERIZED ACCOUNTING				
5.				BUSINESS LAWS	180
				BUSINESS STATISTICS	180
				FUNDAMENTALS OF COMPUTERS AND INFORMATION SYSTEM	180
				MICRO ECONOMICS– II	180
				CORPORATE LAWS	180
	TOTAL VOC CONTENT	500		TOTAL GENERAL CONTENT	540
	GRAND TOTAL			1040 HRS.	

SPECIALIZATION: BANKING: NVEQF/E&F/B/LVI

CERTIFICATE LEVEL- VI

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	TREASURY MANAGEMENT AN OVERVIEW TREASURY OPERATIONS TREASURY & INTERNATIONAL BANKING RISK MANAGEMENT		1.	ANY TWO PAPERS OUT OF FOLLOWING (DETAIL CONTENT AT L_6_General_Ed_Commerce_Stream)	
2.	RURAL AND RETAIL LENDING LOANS AND ADVANCES – GUIDING PRINCIPLES OF LENDING DIFFERENT CATEGORIES OF LOANS AGRICULTURAL FINANCE INCLUDING KISAN CREDIT CARDS AND GOLD LOANS - LENDING TO OTHER PRIORITY SECTORS REPAYMENT TERMS AND HOW TO READ EMI TABLE. LEGAL ASPECTS OF RECOVERY OF BANK LOANS			BUSINESS MATHEMATICS	250
3.	CO-OPERATIVE BANKING PRINCIPLES AND LAWS OF CO-OPERATIVE BANKING LAW AND RULES RELATING TO CO-OP BANKS CO-OPERATIVE BANKING OPERATIONS TECHNOLOGY, RISK MANAGEMENT SUPERVISORY AND REGULATORY ASPECTS			INCOME TAX LAW AND PRACTICE	250
4.	FINANCIAL ADVISING INTRODUCTION TO FINANCIAL ADVISING FINANCIAL PLANNING			MACRO ECONOMICS	250

	FINANCIAL INVESTMENT PRODUCTS TAXATION				
5.	CORPORATE BANKING CORPORATE BANKING AND FINANCE INVESTMENT BANKING PROJECT AND INFRASTRUCTURE FINANCE			PRINCIPLES OF MARKETING	250
				MATHEMATICS	250
				INDIRECT TAX	250
				CORPORATE ACCOUNTING	250
				COST ACCOUNTING	250
				HUMAN RESOURCE MANAGEMENT	250
				INDIAN ECONOMY – PERFORMANCE AND POLICIES	250
	TOTAL VOC CONTENT	550		TOTAL GENERAL CONTENT	500
	GRAND TOTAL			1050 HRS.	

SPECIALIZATION: BANKING: NVEQF/E&F/B/LVII

CERTIFICATE LEVEL- VII

S.NO	VOCATIONAL CONTENT (DETAIL CONTENT AT L_All_Vocational_Ed_economics&finance)	HRS.	S.NO	GENERAL CONTENT	HRS.
1.	BANK FINANCIAL MANAGEMENT INTERNATIONAL BANKING RISK MANAGEMENT TREASURY MANAGEMENT BALANCE SHEET MANAGEMENT		1.	ANY ONE PAPER OUT OF FOLLOWING (DETAIL CONTENT AT L_7_General_Ed_Commerce_Stream)	
2.	ADVANCED BANK MANAGEMENT ECONOMIC ANALYSIS BUSINESS MATHEMATICS HRM IN BANKS CREDIT MANAGEMENT			MANAGEMENT ACCOUNTING	300
3.	RURAL BANKING RURAL INDIA FINANCING RURAL DEVELOPMENT PRIORITY SECTOR FINANCING AND GOVT INITIATIVES PROBLEMS AND PROSPECTS IN RURAL BANKING			FINANCIAL MANAGEMENT	300
4.	RETAIL BANKING INTRODUCTION RETAIL PRODUCTS MARKETING / SELLING OF RETAIL PRODUCTS, MIS AND ACCOUNTING OTHER ISSUES RELATED TO RETAIL BANKING			AUDITING	300

5.	INTERNATIONAL BANKING INTERNATIONAL BANKING AND FINANCE FOREIGN EXCHANGE BUSINESS INTERNATIONAL TRADE DERIVATIVES			E-COMMERCE	300
				FINANCIAL MARKETS, INSTITUTIONS AND FINANCIAL SERVICES	300
				COMPENSATION MANAGEMENT	300
				CORPORATE TAX PLANNING	300
				ADVERTISING AND PERSONAL SELLING	300
				BUSINESS DATA PROCESSING – I	
				INTERNATIONAL BUSINESS	
				GOVERNANCE, ETHICS AND SOCIAL RESPONSIBILITY OF BUSINESS	
	TOTAL VOC CONTENT	750		TOTAL GENERAL CONTENT	300
	GRAND TOTAL			1050 HRS.	