



2023 | 2024

TRAINING PROGRAM

C a l e n d a r



The Amir of the State of Kuwait

**H.H. Sheikh Nawaf Al-Ahmad
Al-Jaber Al- Sabah**



The Crown Prince of the State of Kuwait

**H.H. Sheikh Mishal Al-Ahmad
Al-Jaber Al- Sabah**

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RANA A AL-NIBARI

Director General
Institute of Banking Studies
Secretary to the Board

As of July, 2023



Director General's Message

Ms. Rana A. Al-Nibari
Director General

We at the Kuwait Institute of Banking Studies (KIBS) believe in the importance of equipping and empowering bankers and professionals in financial institutions with the skills and knowledge to further their career with relevant professional learning. KIBS has contributed to the training and development of these professionals over the past decades and has worked on developing the capabilities of national talents. We have crafted a defined approach and policy based on professional and scientific principles to attain our many achievements, a factor that reinforces our role as a training organization with a distinguished position in Kuwait and the region.

KIBS functions under the auspices of the Central Bank of Kuwait. By virtue of the Amiri Decree, KIBS serves the developmental needs of the Kuwaiti banking and finance sector.

Since its establishment more than five decades ago, KIBS has thoroughly invested in its vast experience in the field of training and development by establishing ties with various international bodies and institutions.

Our training programs are based specifically on our clients' unique needs and requirements. We value the importance of our in-person programs and constantly work to meet our diverse client base's requests to keep pace with the rapid changes in the field of human resource training and development with virtual and e-learning programs to provide the utmost convenience and accessibility for professional learning. This year, we offer 190 training programs that target the banking and financial industry as well as other public and private organizations in Kuwait and beyond.

One of the main pillars of KIBS is its heritage that is shown by our interest and investment in providing information that is relevant to the banking and financial field. This is observed through a variety of channels, from Bayanati, a service provided by KIBS that has become one of the leading online sources of financial data for all companies listed in the Kuwait Stock Exchange to our support of financial innovations with the yearly awarding of financial researchers with Kafa'a's Kuwait Economic Student Award.

We at KIBS are keen on providing exceptional services that contend with the labor market and its changing requirements to supply all that is new in the business world. This is achieved through our participation in important and relevant events, supporting various initiatives and developing programs and services such as workshops, seminars and other events to serve the continued advancement of human resources in the Kuwaiti banking and financial sectors and other institutions in the region.

Our aim at KIBS is to achieve our mission and maintain our role in developing Kuwait's economy now and in the future.

Sincerely,

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KIBS Management

Rana Abdullah Al-Nibari
Director General

Paul Hanna Sassy, CM
Head of Information Systems
Department

**Eng. Suha Isaac Ameen MBA,
CLO**
Head of Training Department

Tareq Rashid Al Iraqi
Head of Finance Department

Bassam A Y Al Shamali
Head of Quality Control
& Business Development
Acting Head of Operations
Department

Fida Emeel Al-Hanna, CM
Head of Consultancy
& Research Department

Laila Mohammad Al Gharabally
Head of Marketing & Public Relations
Department

Raed Nabeel Marei
Head of Administration
& Human Resources Department

Mission

Our mission is to empower individuals within banks and financial institutions to enhance their knowledge and skills through professional learning, fostering the advancement of the Kuwaiti banking and financial sector.

Vision

To be the leading banking studies institute in the region, empowering individuals with comprehensive knowledge and innovative skills to shape the future of banking and finance sectors locally and in the region.

Values

- We strive for academic and professional excellence in all aspects of banking, education, research and training.
- We uphold the highest ethical standards, honest and transparency in all dealings with students, trainers, staff and industry partners.
- We ensure that our programs and research offered align with the current and future needs of the banking industry.
- We embrace a culture of innovation to continuously improve teaching methods, technology integration and learning experiences.
- We place trainees at the center of the training experience, supporting their growth, development and success in their respective sector.
- We encourage collaboration among trainees, trainers and industry professionals to foster a rich learning environment and real-world connections.
- We create an inclusive and diverse learning community that respects and celebrates different backgrounds, perspectives and cultures.

Establishment

One year after the formation of the Central Bank of Kuwait, an Emiri Decree issued on December 7, 1970 announced the establishment of the Center for Banking Studies. With the growth of the Center's activity and increase in the banking sector's manpower requirements, a second decree was issued on December 7, 1982 to establish the Kuwait Institute of Banking Studies (KIBS). KIBS has since provided advanced professional services to help raise the levels of efficiency and effectiveness in the banking sector in particular and the financial sector in general. Apart from offering a set of professional and specialized training services, KIBS also provides research and consultancy services related to banking.

KIBS performs its duties under the supervision of the Central Bank of Kuwait through a board of directors headed by the Governor of the Central Bank. Its members include banks' chairpersons or general managers and a representative from Kuwait University.

Experience

With over 50 years of experience working closely with the banking and financial realm in Kuwait, KIBS has been instrumental in the process of transferring knowledge to the sector. It has diversified its product offerings to include professional certification programs, executive development programs, training and development courses in various major areas, assessment and testing, English language training, e-learning, and banking and financial research publications.

In addition to being a solutions provider that assists its clients to develop their staff and in turn, their businesses, KIBS created an international and regional network of distinguished faculty members who combine high academic qualifications with practical experience, an element that has propelled KIBS into establishing global relationships with high-level professional institutions such as Harvard Business School in the United States, INSEAD College in Paris, the Franklin Covey Leadership Foundation and the University of Cambridge.

The professional certificates offered by the Institute are accredited for content and quality by its trusted partner, London Institute of Banking and Finance (LIBF) in the United Kingdom, which is one of the oldest and leading educational institutions in the world that is specialized in banking and financial services. The LIBF is also the only entity in the UK that has the power to grant degrees for professional certificate programs by the UK Private Council.

Services

Training & Development

Certificates Programs

1- Educational programs

The aim of KIBS' Educational programs is to enable professionals to enter and successfully progress in the banking and financial sectors. KIBS continues to explore new ways of offering programs through academic partnerships with internationally renowned organizations.

And it covers the following subjects:

1. Customers Relationship Management
2. Credit Analysis
3. Accounting for Non Accountant
4. Investment Analysis
5. Financial Statement Analysis
6. Leadership Development Economics for Banker

2- Professional Certification

To enable standardization of the human resources processes within the banking and finance sector in Kuwait, KIBS offers a variety of professional certification services. Some are developed internally and accredited by international organizations while others are exam preparation training programs for international certifications. For the latter, KIBS performs the role of an authorized training and

testing center for international organizations and alternatively offers the exam preparation training program only.

KIBS offers the following exam preparation training programs for international exams related to the following global professional certificates:

Finance and Accounting

- Certified Internal Auditor (CIA®)
- Certificate in International Financial Reporting (Cert IFRS®) - Accredited by the Association of Chartered Certified Accountants (ACCA)
- Chartered Financial Analyst (CFA®)
- CFA Investment Foundation®
- Certified Managerial Accountant (CMA®)
- ACI Dealing Certificate®
- ACI Operations Certificate®
- Certified Public Accountant (CPA®)
- Certified Documentary Credit Specialist (CDCS)

Human Resource

- SHRM Certified Professional (SHRM-CP®), SHRM Senior Certified Professional (SHRM-SCP®)
- Human Resource Management Professional (HRMP®) and the Human Resource Business Professional (HRBP®)
- ATD Learning Needs Assessment Certificate – Association for Talent Development ATD - USA
- ATD Training & Facilitation Certificate – Association for Talent Development ATD - USA
- ATD Master Trainer Certificate – Association for Talent Development ATD - USA

Management & Self Development

- Certified Manager (CM®)
- EQ - Emotional Intelligence Leadership Certifications from Six Seconds – USA
- FranklinCovey Leadership programs, in collaboration with FranklinCovey Middle East
- Project Manager Professional (PMP®)
- Associate Professional Risk Manager Certificate (APRM®) with PRMIA – USA
- Strategic Management Planning Training boot camp (SMPT)
- Leadership Simulation Programs
- KPI Professional Certification - Balanced Scorecard Institute

Marketing & Sales

- Introductory Certificate in Marketing (ICM®) and Professional Certificate in Marketing (PCM®)
- Professional Selling Skills (PSS®) Certificate

Anti-Money Laundering

- Certified Anti-Money Laundering and Financial Crimes Prevention Professional (CAMLFC) from AMLFC Institute

Insurance

Insurance Professional Certifications in collaboration with CII Chartered Insurance Institute – UK

Islamic Programs

Professional Certificates by the Islamic Center Programs:

- ◆ Certified Islamic Banker (CIB)
- ◆ Certified Islamic Bank Manager (CIBM)
- ◆ The Certified Islamic Specialist in Governance and Compliance (CISGC)

The above certificates are accredited by the General Council of Islamic Banks and financial institutions in the Kingdom of Bahrain

- ◆ The Islamic Finance Qualification (IFQ) – Exam preparation program
- ◆ Treasury Certificate in Islamic Bank (TIB) prepared and presented by KIBS

3- Accredited Certification Programs

These modular programs are characterized by their job-based design and rigorous administration and testing. As a result, the professional certificate graduates have become a highly regarded testimony to their skill level in the Kuwaiti banking and finance sector.

KIBS currently offers the following banking certificate programs:

- Advanced Certificate in Credit Management (ACCM)
- Certificate in Credit Management (CCM)
- Certified Assistant Bank Branch Manager (CABBM)
- Certified Bank Branch Manager (CBBM)
- Risk Management Certificate (RMC)
- Certified Bank Branch Operations Manager (CBBOM)
- Certified Bank Relationship Manager for High-Net-Worth Customers (CBRM)
- Certified Bank Wealth Manager (CBWM)

All of the above certificates are accredited by The London Institute of Banking & Finance (LIBF), UK.

Training & Development

◆ Seminars & Programs with World-Renowned Speakers

Photos only from the website for the invited speakers

◆ General Training Programs

KIBS offers a wide range of programs, workshops, seminars and conferences that aim to develop the competencies, knowledge and skills required to fill current job performance gaps. The program also introduces the latest developments in banking and finance as well as relevant business and technology areas.

Through its training and development activities, KIBS provides its customers with world-class specialized professional training experiences in Kuwait. Training offerings are planned within ten main areas:

- Auditing
- Banking Laws
- Banking Operations
- Credit Management
- Innovation & Digital Information Technology
- Islamic Banking and Finance
- Management and Self Development
- Marketing and Business Development
- Risk Management
- Treasury and Investment

◆ Linguistic Programs

English Language Learning

KIBS offers two main types of English Language programs:

Multi-Level Programs

- 48-hour programs in General English and Business English
- Placement test at the beginning
- Final examination
- KIBS certificate based on attendance and examination score

Specialist Programs

- 18-hour programs for specific purposes
- No placement test or final exam
- KIBS certificate based on attendance and participation

KIBS also offers a testing service that places trainees in the various programs offered by the Training Department to help organizations with their recruitment and placement requirements.

◆ E-Learning

Through its e-learning services, KIBS aims to make learning available anytime, anywhere to develop a culture of life-long learning in the business and banking community.

Intuition

Within the framework of KIBS moving towards a new era in training since 2020, the Institute has transformed its services towards the digital space for better learning and development with the aim of adapting to the changing business environment and meeting the challenges that the world faces every day. KIBS has become the accredited partner of **Intuition**, a leading global knowledge solutions company. Together, they work towards a common vision where they provide specialized e-learning programs to motivate and inspire trainees on their learning paths.

KIBS clients have access to the financial e-library for core technical banking. The library is the largest and most current library in the world as it contains more than 850 electronic educational programs, 1,000+ videos and 200+ Excel simulations, case studies and scenarios.

◆ Regional and International Cooperation

Throughout its operation spanning more than fifty years, the IBS has adhered to communicate with many world-class prestigious institutions and universities in the field of training and development, with

the purpose of locally, regionally and internationally providing a number of high-quality joint training activities and programs aimed generally at developing technical and managerial skills for workers in the banking and financial sectors, according to the latest international systems and developments. These institutions and universities include:

- Harvard Business School (HBS) – USA
- The London Institute of Banking & Finance (LIBF) – UK
- INSEAD – Middle East (UAE)
- HEC Paris University - Qatar
- The London School of Economics and Political Science (LSE)- UK
- Cambridge Assessment English – University of Cambridge – UK
- The Society for HR Management (SHRM) – USA
- Institute of Leadership & Management (ILM)
- FranklinCovey Company- Middle East
- Six Seconds Company – USA
- Frankfurt School of & Finance – Germany
- Association Cambiste Internationale (ACI) – France
- The Institute of Certified Professional Managers (ICPM)
- The Professional Risk Managers' International Association (PRMIA)-USA
- Intuition Company
- General Council for Islamic Banks and Financial Institutions (CIBAFI)

- Accounting and Auditing Organization for Islamic Financial Institutions (AAOIFI)
- SANS Institute

Assessment & Testing

Tests and Measurement Service

The Test and Measurement Center of the Operations Department provides various quality test services that can be integrated with other services or used as an independent tool in the process of selecting or promoting employees, determining their training needs, or observing their abilities.

◆ Computerized Exam System

KIBS provides a secure and efficient automated testing service that is fully designed and supported by the Institute's IT Department for clients who wish to administer tests electronically. The service meets the needs of a wide range of organizations including public, private, professional, training and academic organizations. A few of the service's features tracking, real-time reporting, controlling question and exam times, specific area testing, test scheduling and ease of use.

Tests and Measurement

1- Professional Certification Tests

- ACI The Financial Market Association – France
- Certified Documentary Credit Specialist – USA, France and UK
- Certified Manager (CM), ICPM – USA
- Chartered Insurance Institute (CII) – UK
- Accounting and Auditing Organization for Islamic Financial Institutions (AAOIFI) – Bahrain

2- English Language Tests

- Computerized English Language Placement Test

3- Specialized Skills Tests

- Various Majors Specialization
- Typing speed and accuracy
- Computer and Microsoft Office skills

4- Psychometric Test

- Personal Profile Analysis (PPA)
- General Intelligence Assessment (GIA)

Consultancy

KIBS' consultancy services focus on the area of planning and managing the execution and quality assurance of human resources development solutions. Depending on client needs, solutions may include the following:

- Testing
- Training needs assessment
- Course outline development
- Operational planning
- Budgeting
- Quality assurance

Library Service

Specializing in banking finance and Business, KIBS' library is available for corporate clients and individuals. Materials include books, periodicals, training materials, research studies, annual reports, dissertations and references. The collection focuses on professional fields such as banking, accounting, finance, investment, strategic management, organization behavior, human resources management, marketing, economics, auditing and information technology.

Consultancy and Research

The Research and Consultation Department at KIBS prepares various research studies on financial and economic issues relevant to Kuwait's banking sector. The department has also developed a financial and banking database, Bayanati, that helps in the analysis of Kuwait's corporate sector. The department also publishes the financial and banking journal, Edaat, and distributes it to sundry recipients in relevant industries.

1- Bayanati

For more than 30 years, KIBS' Consulting and Research Department has worked on preparing and issuing annual financial reports that include analysis of financial statements of institutions listed on the Kuwait

Stock Exchange with the aim of enhancing reports for analysis and comparisons.

In 2016, KIBS launched Bayanati, a service that gives users online access to annual financial data. Last year, Bayanati was enhanced to include quarterly and annual data for all sectors of companies listed on the Kuwait Stock Exchange. Data analysis functions were added - filtering and benchmark - and information about changes in non-financial companies' data analysis was applied.

Bayanati is regarded as one of Kuwait's leading online sources of financial data and is an indispensable tool for any entity analyzing companies in Kuwait. The main features of the data service are:

- Over 30 years of financial data covering all Kuwaiti stock exchange-listed companies and the largest GCC banks
- Easy access to the online database with a unique password for each subscribed institution
- Easy export and download of data into a variety of formats including Microsoft Excel
- Continuously updated to reflect the most recent corporate data releases
- Analytical tools to help users in collecting and generating reports
- Ratio analysis for easy benchmarking
- English and Arabic including full definitions of terms
- Data quality and coverage of the highest standard

2- Research Studies

KIBS' Consultancy and Research Department prepares research reports on a variety of interesting topics relevant to the banking and financial community including:

- Financial Inclusion and Financial Literacy in Kuwait
- Cloud Computing and its Impact on Kuwait's Banking Sector
- Developing the Formal Protection Frameworks and the Insolvency and Liquidation System for the Islamic Financial Institutions
- Developing the Bond Market in the State of Kuwait

3- Periodical Releases

Edaat: Edaat is periodical published in Arabic using non-specialized language to address topics of interest to the public. Available on KIBS' website, the fifteen series of the bulletin published in 2022-2023 included:

- The Importance of Banking Supervision in Facing Financial Crises.
- The Future of Risk in The Digital Era.
- Fraud and Scams.
- The Role of Big Data in the Preparation of Banking Statistics.
- The Services of Electronic Payment Cards, Prepaid Payment and Mobile Phone Payment

Kafa'a Programs

The Central Bank of Kuwait recognizes that the most important asset every country has is its human resources. Because of this reason, the Bank – in cooperation with Kuwaiti banks and under the management of KIBS – launched Kafa'a, a strategic initiative aimed at building highly qualified national cadres who will be provided with the necessary knowledge and skills to develop the banking sector to enhance Kuwait's economy. Targeting Kuwaitis working in the financial and banking sector and recent graduates in financial and economic specializations, the initiative provides high-level training in accordance with the best international standards. This equips the trainees with the skills and knowledge needed to assist them to work with the highest degree of efficiency, effectiveness and competency.

This initiative includes seven different programs that cover most of the vital sectors in the Kuwaiti banking field.

1- Harvard Business School – Executive Development Program

Exclusive to the GCC, the Harvard Business School's Executive Leadership Development Program for executives in the banking and financial sectors has been developed and updated in accordance with the changes in the business world and in line with the needs of the banking and financial sectors.

The training program this year titled "Strategic Leadership in A Changing World" comprised two main themes: Strategy and leadership.

The Harvard Business School Executive Education programs offered in collaboration with KIBS adhere to the School's high standards to ensure that trainees and their organizations receive the same quality of learning experience the School is renowned for. Trainees receive a Harvard Business School certificate to verify that they have completed the program. Both Harvard Business School Executive Education and KIBS are keen on continuing their collaboration that has been maintained for more than 14 years, making it a first for the School in the GCC.

2- Cyber Security Leaders Program

Cognizant of the rapid technical developments in the field of cyber security, the Central Bank of Kuwait in cooperation with the Kuwaiti banks have developed the Cyber Security Leaders Program as a part of Kafa'a to motivate national professionals in cyber security in line with the strategic structure' goals of cyber security of the banking sector issued by the Central Bank of Kuwait.

This program aims to establish a generation of professional and technical leaders capable of developing appropriate programs to protect information systems in the banking and financial sector in Kuwait using the best practices in the field of cyber security. KIBS has cooperated with SANS Cyber Academy this year to deliver the third batch of the program. SANS is the world's

largest and most respected provider of cyber security training.

3- Kuwaiti Graduates Development Program

The Kuwaiti Graduates Development Program (KGDP) was first launched in the training 2009-2010 year. The program aims to support Kuwaiti banks in their annual recruitment of distinguished Kuwaiti graduates and enabling them to maintain leadership in an increasingly competitive employer market. The program aims to provide a solid foundation of competencies required for such recruits to be fast-tracked in their banks and propel them into a successful career in banking.

The program is accredited by the London Institute of Banking and Finance (LIBF), one of the most prestigious international institutions in the field of banking and financial services.

The practical and rigorous one-year program is carefully designed to lay the foundation for starting a career in banking; the courses are at postgraduate level. The main components are:

- **In-class training**
- **E-learning**
- **Local field training**
- **International field training**

KIBS launched the eleventh KGDP group in 2022-2023.

4- Risk Management Leaders Program

Launched in the 2019 – 2020 training year, the specialized program aims to develop Kuwaiti professionals working in the risk management field. Thirty trainees have graduated within the two batches upon completing the program at the end of 2022.

The program has been designed to be in line with the requirements of the banking and financial sector in Kuwait to develop Kuwaiti professionals and enhance their skills in cooperation with specialized international institutions. The program extends over four phases where the last phase consists of international training abroad. The program is accredited from the London Institute of Banking and Finance, one of the most prestigious international institutions in the field of banking and financial services.

5- Certified Sharia Auditor

KIBS issued a professional certificate that was approved by the Central Bank of Kuwait, Kuwait's Capital Markets Authority and Kuwait Center for Islamic Economics for professionals specialized in the field of Sharia audit. The certificate aims to qualify recent graduates and the Sharia Supervisory Department's employees in the skills of internal and external Shariah auditing in Islamic banks' operations as well as operations of persons authorized to engage in securities activities and collective investment systems.

Accredited by the London Institute of Banking and Finance (LIBF), the first batch of the program was launched in 2019; over four consecutive years the program resulted in the graduation of five groups.

6- Scholarship Program for

Kuwaitis Pursuing a Master's Degree

In line with the Central Bank of Kuwait's commitment to social responsibility and Kuwaiti banks' contribution to the constant development of Kuwait by championing education for qualified, professional national human resources, the Central Bank of Kuwait and Kuwaiti banks have been providing annual scholarships for Kuwaiti professionals since 2015. Running for eight consecutive years, the program offers Masters' Degree level MBA/MSc scholarships in the following fields: Business Administration, Finance, Economics, Accounting, Islamic Finance and Islamic Finance Management at the best universities in the world. This year, the Central Bank of Kuwait and Scholarship Committee amended the program's strategy based on recommendations from the Chairman of the Board of Directors during the 86th meeting with KIBS' Board of Directors which led to changing the scholarship program, specifically by having a local scholarship program that falls under the social responsibility of local Kuwaiti banks and the second being a scholarship program catered only

to employees of local Kuwaiti banks where the trainee attends university abroad. Additionally, the fields of specializations were being changed to include cyber security, financial technology, digital technology and risk management, based on the current market needs.

7- Kuwaiti Economic Student Award

To encourage Kuwaiti youth to pursue and activate scientific research in the financial and banking fields in Kuwait, the Central Bank of Kuwait launched the Kuwaiti Economic Student Award for both undergraduates and postgraduate students to motivate them to contribute to the development of banking and support financial innovation in Kuwait. Since its launch in 2018, the program has shed light upon various findings in the banking and financial sector by talented national cadres that helped support and develop the national economy.

Twenty-four research papers were submitted during the 2022 - 2023 Kuwaiti Economic Student Award.

Exhibitions and Forums

KIBS participates in various exhibitions and forums as it believes in the importance of communicating with a larger number of diverse segments in Kuwaiti. KIBS partook in different exhibitions including:

- The Career Fair at the Australian University on October 16 - 17, 2022.

- The 5th Career and Academic Opportunity Fair at the Public Authority for Applied Education and Training (PAAET) on November 28 - 30, 2022.
- The National Career Fair “Watheefti” that was held from January 5 - 7, 2023 in Arena Hall at 360 Mall.

During the COVID19 pandemic, KIBS participated in:

- ◆ The Virtual Career Fair at the American University of the Middle East on May 24 - 25, 2021 and May 8 - 9, 2022
- ◆ The Virtual Career Fair at the Australian College of Kuwait on May 26 - 27, 2021

KIBS has also previously participated in several significant exhibitions:

- **Kuwait Coffee Festival**

organized by Boubyan Bank at Mourouj Complex, a venue that attracts a large number of youth due to well-known cafés. On January 24-25, 2020.

- **The First Career Opportunity**

Exhibition organized by the Kuwait International Law School (KILAW) with the participation of many local banks and institutions operating in the Kuwaiti market on January 28 - 29, 2020.

Facilities

KIBS occupies an 11-story building with the basement dedicated for utilities, a ground floor and nine functional floors. The building

currently houses:

- 12 training venues
- Two grand lecture halls
- Four computer labs
- Two cafeterias
- Prayer halls

Faculty

The Institute has developed a large and growing network of part-time and visiting faculty from prominent banks, professional organizations and renowned universities and free-lance trainers from different fields. With this combined approach, the Institute ensures the quality of the faculty delivering its courses. The trainers have to be highly knowledgeable and competent, and able to possess the relevant industry experience to our trainees.

2023 – 2024 Training Program Calendar

Kuwait Institute of Banking Studies

The Kuwait Institute of Banking Studies (KIBS) is honored to present its training program calendar for the months of September 2023 to July 2024. This calendar is designed to provide banks and organizations in Kuwait with relevant information regarding upcoming courses. We look forward to guiding the banks and organizations' employees in their career path to stay ahead of the curve.

Important considerations:

- 1- **Tentative dates:** The dates in the calendar may be subject to change.
 - **Member banks:** If our program dates change, your organization will be informed immediately.
 - a. **Non-member banks and private organizations:** To know about any change in our programs and how you can register, please visit our website at kibs.edu.kw or directly contact our Marketing Department.
- 2- **Registration for member banks:** Please register through our PNF system at the following website: www.por.kibs.edu.kw The PNF system is open approximately 4 – 6 weeks prior to the program's start date.
 - **Registration deadline:** 1 – 2 weeks prior to the program's start date.
- 3- **Venue:** All training is conducted at KIBS' premises unless mentioned otherwise.
- 4- **Get in touch:**
 - b. **Operations Department:** operations@kibs.edu.kw
 - c. **Marketing Department:** cs@kibs.edu.kw

Training Programs Guide

Professional certificates

Level	Title	Type	Page
Specialization	PMI-ACP Agile Certified Practitioner	Exam Preparation Program	32
Specialization	EQ (Emotional Intelligence) Leadership Certificate	Professional Certification	50
Specialization	PRMIA Associate Professional Risk Manager - APRM	Exam Preparation Program	76
Specialization	CAMLFC - AML Certificate	Professional Certificate	38
Specialization	Certified Internal Auditor “CIA” (Recap)	Exam Preparation Program	49
Specialization	ATD – Master Trainer	Professional Certificate Program	59
Specialization	Certificate for Documentary Credit Specialist (CDCS)	Exam Preparation Program	81
Advanced	FranklinCovey Leadership Program	Professional Certification	82
Specialization	ACI Dealing Certificate	Exam Preparation Program	92
Specialization	ACI Operations Certificate	Exam Preparaton Program	106
Specialization	Key Performance Indicators Professional Certificate (KPI-P)	Professional Certificate Program	96

Islamic programs

Level	Title	Type	Page
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Foundation	Money Market in Islamic Banks	Training Program	34
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All levels	The Supervisory Instructions Issued by the Central Bank of Kuwait for Islamic Banks	Training Program	71
All levels	Legal Requirements for Islamic Banking	Training Program	75
All levels	Legal Procedures for Relationship between Islamic Banks and Suppliers in Finance	Training Program	85
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Islamic programs

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Languages programs

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Intermediate	English Conversation - Level 2	Training Program	87
Pre-intermediate	Reading Skills in English - Level 1	Training Program	26
Intermediate	Reading Skills in English - Level 2	Training Program	80
Pre-intermediate - Intermediate	English for Presentation Skills	Training Program	102
Pre-intermediate to intermediate	Writing for Business Communication	Training Program	65
Foundation	Kuwaiti Sign Language - G1	Training Program	72
Foundation	Kuwaiti Sign Language - G2	Training Program	89
Foundation	Kuwaiti Sign Language - G3	Training Program	110

Risk

Level	Title	Type	Page
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Intermediate	Financial Risk Management in Banks	Training Program	90
Intermediate	Credit Risk Management in Banks	Training Program	142
Intermediate	Market & Liquidity Risk Management in Banks	Training Program	133

Accredited Certificate Programs (Credit - Risk)

Level	Title	Type	Page
Specialization	Certificate in Credit Management (CCM)	Professional Certificate Program	116
Specialization	Advanced Certificate in Credit Management – ACCM	Professional Certification	138
Specialization	Risk Management Certificate “RMC”	Professional Certification	112

Credit Management

Level	Title	Type	Page
Intermediate	Basel III/Basel IV	Training Program	93
Intermediate /Advanced	Fintech	Training Program	78
Intermediate	IFRS – 9 for Credit Professionals	Training Program	62
Intermediate	Corporate Finance	Training Program	52

Audit

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Accredited Certificate Programs (Wealth Management)

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Banking Operations

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Foundation - Intermediate	Cards Operation Management	Training Program	115
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Management & Self Development

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Marketing & Business Development

Level	Title	Type	Page
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Innovative & Digital Information Technology

Level	Title	Type	Page
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Accredited Certificate Programs (Retail)

Level	Title	Type	Page
Specialization	Certified Assistant Bank Branch Manager (CABBM) - G1	Professional Certification	30
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2023 | September

2023 | September Programs

Program: Reading Skills in English – Level 1

Level	Type	Date
Pre-intermediate	Training Program	Sept. 3 - 13

Overview

This program is designed to develop and enhance reading comprehension skills through the study of authentic texts from a wide variety of sources.

Objectives

Participants in this program will be able to improve their reading and comprehension of English. The program is designed to develop strategies and skills for reading, vocabulary-building, critical thinking and discussion. This is a general English program.

Target audience

This program is designed for people who have a pre-intermediate level of English who wish to improve their abilities to comprehend and discuss what they read.

Prerequisites

Have at least a pre-intermediate level of English.

Program: Banking Confidentiality

Level	Type	Date
Foundation	Training Program	Sept. 13 - 17

Overview

An essential element of the bank and customer relationship is that banks retain information related to customers confidential. This program will explore this issue in detail and provide guidance on ensuring that the contract is not breached.

Objectives

- Understand the legal framework of banking confidentiality.
- Improve ability in handling situations that require an understanding of banking confidentiality and related exceptions.
- Know how to avoid circumstances that might break customer confidentiality and learn how to bypass legal responsibility for such incidents.

Target audience

All bank staff.

Prerequisites

None.

Program: Modern Office Management

Level	Type	Date
Foundation	Training Program	Sept. 13 - 25

Overview

The Modern Office Management technique which includes all the office work that is performed in the offices has become an important branch of management sciences. It has developed a remarkable development in its objectives, principles and functions especially after the introduction of modern technology including machines, devices and electronic systems for communication and preservation which has made office work a vital element of work in organizations and banks.

Objectives

Learn about the importance of office management and what are the most important techniques used to reach the best results to raise the level of performance and efficiency of individuals and work teams.

Target audience

Administrative and secretarial staff and others who wish to enhance their office skills.

Prerequisites

None.

Program: English Conversation - Level 1

Level	Type	Date
Foundation	Training Program	Sept. 17 - 28

Overview

This is an interactive program designed to increase confidence and fluency in spoken English.

Objectives

- Engage in discussions on a variety of topics using English at a pre-intermediate level.
- Think critically in English and provide articulate opinions.

Target audience

Individuals who wish to improve their general English skills and increase their confidence with spoken English.

Prerequisites

Elementary level of English.

Program: Certified Assistant Bank Branch Manager (CABBM) – G1

Level	Type	Date
Specialization	Professional Certification	Sept. 17 – 21

Overview

Managing a bank branch is a team responsibility that is lead by the manager and his/her assistant who guide the team to ensure that the bank’s objectives are met. This program will aid Assistant Bank Branch Managers to successfully achieve their responsibilities by utilizing international standards and best practices.

This program is recognized by the London Institute of Banking & Finance (LIBF) in the UK.

Objectives

- Comprehensive understanding of what an assistant bank branch manager’s role, responsibilities and goals are.
- Hone leadership skills and ability to work within a team to achieve the bank’s goals and customers’ needs.

Target audience

Current and/or potential assistant bank branch managers.

Prerequisites

- Pass the English Placement Test at KIBS
- Experience:
 - a. University degree holder
 - b. Minimum of three years’ work experience in banking operations, branches and the like.

OR

- c. Diploma holder
- d. Minimum of five years’ work experience in banking operations, custome services, branches and the like.



2023 | October

2023 | October Programs

Program: PMI Agile Certified Practitioner (PMI - ACP)

Level	Type	Date
Specialization	Exam Preparation Program	Oct. 1 – Nov. 19

Overview

This certification recognizes an individual's expertise in using agile practices in projects while demonstrating increased professional versatility through agile tools and techniques. This global certification supports individuals in meeting the needs of organizations that rely on project practitioners to apply a diversity of methods to their project management.

Objectives

- Develop an in-depth understanding of agile principles, methodologies and tools.
- Learn how to manage agile projects and teams.
- Develop and execute agile plans.
- Use agile tools to improve project outcomes.

Target audience

Project leaders, executives and managers working in agile teams or their organization will adopt agile practices.

Prerequisites

- Education: Bachelor's or post-graduate degree
- Agile project experience: Need to have eight months of agile team experience.
- Training: 35 contact training hours in agile practices.

OR

- Education: High school diploma or associate degree
- General project experience: 12 months working on project teams;
- Agile project experience: Eight months working on project teams using agile methodologies;
- Training: 21 contact training hours in agile practices

Program: Money Market in Islamic Banks

Level	Type	Date
Foundation	Training Program	Oct. 3

Overview

Participants of the program will be introduced to the types of the money markets and instruments used within it by Islamic banks in comparison with traditional banks.

Objectives

- Understand various types of financial markets.
- Learn about the instruments used in the money markets.
- Acquire knowledge about fundamental differences between traditional and Islamic money markets.

Target audience

Employees in the Investment, Treasury and Corporate Departments and anyone interested in learning about the Islamic money market.
Prerequisites: General understanding of principles of Islamic finance and banking.

Prerequisites

General understanding of principles of Islamic finance and banking.

Program: Introduction to Treasury in Islamic Banks

Level	Type	Date
Foundation	Training Program	Oct. 29

Overview

This program aims to introduce participants to the role of treasury management in banks and its relationship with asset and liability management. It also familiarizes them with trading mechanisms and risk hedging techniques.

Objectives

- Role and functions of treasury management in banks.
- Principles of asset and liability management.
- Structures associated with Islamic banking products.
- Treasury products in foreign exchange markets and money markets.
- Sharia-compliant hedging instruments.

Target audience

Employees in the following departments:

- Treasury
- Support
- Banking operations settlement
- Regulatory oversight institutions
- Internal audit
- Compliance and regulatory compliance

Prerequisites

General understanding of concepts and foundations of Islamic banking.

Program: General English Program

Level	Type	Date
Specialization	Training Program	Oct. 8 – Nov. 28

Overview

This multi-level program is designed to improve one’s ability to use General English independently for global communication. The program will enhance English communication skills through a wide range of engaging topics and activities.

Objectives

- Develop participants’ general English skills in a variety of areas.
- Improving communicative fluency and overall accuracy.
- Motivate participants by offering them the opportunity for long and short-term English development in a carefully graded, goal-oriented, learning context.

Target audience

- All staff required to use English for any aspect of their work and would like to improve their skills.
- Any individual wishing to improve their English and work towards a formal qualification in General English at an elementary level and above.

Prerequisites

- This program can be run at elementary, pre-intermediate and intermediate levels.
- Participants are required to take a placement test before the program begins.

Program: Certified Bank Relationship Manager for High-Net Worth Customers (CBRM)

Level	Type	Date
Specialization	Professional Certificate	Oct. 8 - 12

Overview

The program is made for banks who want to ensure that their relationship team can provide top quality service for high net worth and/or premier customers and deliver the most up to date guidance. This program is recognized by the London Institute of Banking & Finance (LIBF) in the UK.

Objectives

- Gain the necessary knowledge and capabilities of their role.
- Ensure superior customer service and contribute to the overall customer experience of private banking.
- Improve the level of services delivered and return for clients and bank.
- Be aware of all relevant banking regulations and risk involved.
- Use transparent and ethical business practices to build strong relationships.

Target audience

- Relationship managers
- Private bankers
- Retail branch managers
- Personal banking senior officers

Prerequisites

- Hold a university qualification.
- Pass the English placement test at KIBS.
- Worked in banking for at least two years as a private banker, retail branch manager or personal banking senior officer.

Program: Certified Anti-Money Laundering & Financial Crimes Prevention Professional (CAMLFC)

Level	Type	Date
Specialization	Professional Certificate	Oct. 9 – Nov. 29

Overview

This training program deals directly with the supervisory framework for anti-money laundering in Kuwait. It aims to prepare professionals in the compliance and anti-money laundering field by earning this internationally recognized certificate to meet the continued global efforts to combat money laundering and financial crimes.

Objectives

- Apply the practical knowledge of Anti-Money Laundering and Financial Crimes Law requirements No. 106/2013
- Understand financial crimes, their types and how to detect and reduce them.
- Comprehend money laundering risks and prepare a risk assessment study.
- Learn how to prepare suspicion reports according to international standards.
- Know the local and international penalties and violations and ways to address them.

Target audience

- Financial and banking sector employees
- Employees of compliance, internal audit and risk management departments in the financial institutions and non-financial businesses and professions that are defined by Law 106/ 2013
- Lawyers and certified accountants

Prerequisites

- A university degree in Business Administration, Finance, Accounting, Economics, Law or another related major.

OR

- Working experience in Compliance or AML/CFT either in public or private sector.

Program: How to Screen Your Own Shariah Compliant Portfolio & Purify Returns

Level	Type	Date
Advanced	Training Program	Oct. 12

Overview

The program aims to introduce participants to the practical mechanisms for purifying the investment portfolio from revenues that are not in accordance with the principles of Islamic law.

Objectives

- Understand the different classifications of stocks based on the Shariah standards.
- Utilize the Shariah-compliant screening criteria used in the industry.
- Apply the screening model developed by the trainer.
- Purify portfolio returns and know what to do with the purified amounts.

Target audience

- Portfolio and fund managers
- Shariah supervisors and auditors
- Internal and external auditors
- Traders and investors in the stock market

Prerequisites

None.

Program: Certified Assistant Bank Branch Manager
(CABBM – G2)

Level	Type	Date
Specialization	Professional Certificate	Oct. 15 – 19

Overview

Managing a bank branch is a team responsibility that is lead by the manager and his/her assistant who guide the team to ensure that the bank’s objectives are met. This program will aid Assistant Bank Branch Managers to successfully achieve their responsibilities by utilizing international standards and best practices.

Objectives

- Comprehensive understanding of what an assistant bank branch manager’s role, responsibilities and goals are.
- Hone leadership skills and ability to work within a team to achieve the bank’s goals and customers’ needs.

Target audience

Current and/or potential Assistant Bank Branch Managers.

Prerequisites

- Pass the English Placement Exam at KIBS
- Experience:
 - a. University degree holder
 - b. Minimum of three years’ work experience in banking operations, branches and the like.

OR _____

- c. Diploma holder
- d. Minimum of five years’ work experience in banking operations, customer services, branches and the like.

Program: Certified Bank Branch Manager (CBBM – G1)

Level	Type	Date
Specialization	Professional Certificate	Oct. 15, 2023 – Jan. 11, 2024

Overview

Retail bank branch management is a very demanding job with many responsibilities and requires many competencies for success. This program offers a multi-faceted training approach that will lead to the awarding of the Certified Bank Branch Manager. This program is recognized by the London Institute of Banking & Finance (LIBF) in the UK.

Objectives

- Gain and enhance key competencies such as knowledge, skills and attitude to enable participants to fulfill their role of a Retail Banking Branch Manager.
- Acquire and utilize management, leadership and banking business related competencies.

Target audience

Assistant bank branch managers and employees who will be promoted to bank branch managers.

Prerequisites

- Pass the English Placement Test at KIBS
- Experience:
 - a. University degree holder
 - b. Minimum of five years’ work experience in banking operations, branches and the like.
 - c. CABBM-holder (preferred)

Program: Data Analytics & Visualization

Level	Type	Date
Intermediate	Training Program	Oct. 23 - 25

Overview

This course will give participants a chance to increase their knowledge about data types, processing and analyzing and learn how to visualize the results of the analysis.

Objectives

- Understand the importance of data its analysis.
- Accurate and effective comprehension of data processing and analysis.

Target audience

Professionals interested in working in data analysis, reporting or preparing dashboards for upper management.

Prerequisites

None.

Program: Innovative Thinking – G1

Level	Type	Date
Intermediate	Training Program	Oct. 29 – 31

Overview

This course disrupts generic thought processes and creates more innovative ways of thinking patterns by pushing participants to challenge their thinking patterns in developing ideas and reach different solutions through mental mapping techniques, brainstorming and creating ideas. In this course, participants will explore why creativity and innovation are more important for businesses today than ever before.

Objectives

- Understand one’s own self and be able to control and segregate emotions at work as it is a key element of innovative thinking.
- Know why some people are naturally creative and innovative and how anyone can develop their innovative skills.
- Knowledge of how to use a range of innovative thinking tools and techniques to generate ideas and solve problems.
- The opportunity to apply methods and tools to generate ideas for improving areas of their own work.

Target audience

Professional who wishes to improve their innovative and creative ways of thinking.

Prerequisites

None.

Program: Investment Portfolio Management

Level	Type	Date
Intermediate	Training Program	Oct. 22 - 26

Overview

This program provides participants with a detailed understanding and comprehensive overview of investment portfolio management including the different types that exist today, influential factors, detailed processes and more. Investment portfolio management is extremely useful to organizations and/or individual investors. Different investment options come with different levels of risks.

Objectives

- Have an in-depth understanding of investment portfolio management.
- Learn analytical skills to review existing information before making investment decisions.
- Conduct proper risk assessments and analyses.

Target audience

Investment portfolio managers, financial advisors and any professional interested in understanding investment portfolio management in detail.

Prerequisites

None.



2023 | November

2023 | November Programs

Program: Managing Change & Uncertainty in Crisis Time

Level	Type	Date
Intermediate	Training Program	Oct. 30 – Nov. 2

Overview

This program focuses on insights and strategies that can help individuals, managers and organizations deal more effectively with change. It begins by examining the major changes that have impacted everyone in recent years, how we have generally dealt with them and strategies that we have acquired along the way to deal with such continual changes.

Objectives

- Recognize the inevitability of change and significant changes that have impacted everyone during the last few decades.
- Identify circles of concern versus circles of influence and adopt a proactive focus with both circles.
- Learn how we typically move through four phases of dealing with change and uncertainty.
- Understand how values, perceptions, self-confidence and typical reactions to change affect participants' ability to manage change.
- Employ strategies that will help participants deal more effectively with transition through major change and uncertainty.

Target audience

HR managers and/or staff and professionals in leadership roles who must help team members embrace change and uncertainty.

Prerequisites

None.

Program: Environmental, Social and Governance Risk (ESG)

Level	Type	Date
Foundation/Intermediate	Training Program	Oct. 24 - 26

Overview

This training program is designed to provide an overview of an ESG framework and how it supports a company’s overall risk management. It examines each component in detail and provides insight into how they converge to impact a company and its stakeholders. The program also discusses how to look at corporate pressures and stakeholder expectations and their impact on risk identification and business success.

Objectives

- Explain what ESG is and its relevance in making financial decisions.
- Describe key environmental, social and governance issues.
- Analyze ESG risks and opportunities.
- Assess ESG company performance using publicly available information.
- Translate ESG information to business intelligence.

Target audience

- Financial executives
- Compliance officers
- Risk management officers

Prerequisites

None.

Program: Certified Bank Branch Manager (CBBM – G2)

Level	Type	Date
Specialization	Professional Certificate	Nov. 5, 2023 - Feb. 6, 2024

Overview

Retail bank branch management is a very demanding job with many responsibilities that requires various competencies for success. This program offers a multi-faceted training approach that will lead to the awarding of the Certified Bank Branch Manager.

This program is recognized by the London Institute of Banking & Finance (LIBF) in the UK.

Objectives

- Gain and enhance key competencies such as knowledge, skills and attitude to enable participants to fulfill their role of a Retail Banking Branch Manager.
- Acquire and utilize management, leadership and banking business related competencies.

Target audience

Assistant Bank Branch Managers and employees who will be promoted to bank branch managers.

Prerequisites

- Pass the English Placement Test at KIBS
- Experience:
 - a. University degree holder
 - b. Minimum of five years’ work experience in banking operations, branches and the like.
 - c. CABBIM-holder (preferred)

Program: Certified Internal Auditor “CIA” (Recap)

Level	Type	Date
Specialization	Exam Preparation Program	Nov. 6 – 27

Overview

The CIA is the premier certification for internal auditors and the designation that the IIA recommends every internal auditor should pursue and possess. The CIA is a three-part exam that covers the knowledge, skills and abilities that today’s internal auditors must have. This program is a recap to briefly explain the main points In a three-part exam.

Objectives

Adding the CIA credential to your resume will help you stand out and demonstrate that you are a:

- Credible and trusted internal auditor.
- True expert who understands and can apply international standards for the professional practice of internal auditing.

Target audience

Eligible candidates for the CIA exam who wish to register or have registered for the CIA three-part exam this year and want to refresh their learning and readiness for the exam.

Prerequisites

to have experiences as:

- Auditors
- Risk management staff
- Accountant
- Other similar business or financial professionals

Program: EQ (Emotional Intelligence) Leadership Certificate

Level	Type	Date
Specialization	Professional Certificate	Nov. 6 – 9

Overview

This transformational certification program equips leaders with insights and core tools to increase performance. Participants will clarify the essential ingredients of great leadership in today’s context. They will learn tools and methods to accelerate change, sustain performance and leverage emotional intelligence to achieve better results.

Objectives

- Determine how leadership traits and attributes have changed over time focusing especially on present-day and future leadership requirements.
- Recognize the positive impact of emotional intelligence (EQ) on teams and measurable performance outcomes.
- Identify the eight competencies in the Six Seconds’ EQ Model, and practice applying specific tools to strengthen these.
- Explore their core values to discover how this influences their thoughts, feelings, and actions about the world.
- Apply strategies of resilience to enable them to respond to difficult moments more effectively in their lives.
- Examine how the key traits of empathy, vulnerability, authenticity and courage lead to strengthening purposeful connection resulting in a workplace environment of psychological safety and increased wellbeing.
- Develop an individual action plan to apply learning.

Target audience

Middle to senior managers and leaders.

Prerequisites

- University or diploma degree.
- Minimum of seven years working experience.
- Be in a leadership or managerial position currently or leading a team or a project.

Program: Automated Systems for Applying Murabaha Contracts

Level	Type	Date
Intermediate	Training Program	Nov. 7 – 8

Overview

Participants will understand the financial system and the role of banks in the process of attracting and deploying funds through transactions in commodity “Murabaha” and evaluating the benefits of Islamic finance.

Objectives

- Understand dealing in commodities and metals with the London Metal Exchange
- Dealing with local commodities through direct contact with suppliers
- Analysis of reservations based on applicable structures.
- Provide the structure of the clearing units as an alternative to the applications used.
- The use of automated systems in the execution of futures sales (Murabaha and bargaining)
- Explain the stages of the implementation process.

Target audience

Employees working in banks and Islamic financial institutions and individual investors.

Prerequisites

Knowledge and understanding of the principles and general rules of Islamic finance.

Program: Corporate Finance

Level	Type	Date
Intermediate	Training Program	Nov. 8 – 14

Overview

The program enables participants to evaluate the optimal capital structure for an organization and perform organization valuation. It also introduces tools that are important for decision making, calculations and ratios that assist in corporate finance decision-making.

Objectives

- Define corporate finance and explain the ultimate purpose of it.
- Understand the optimal capital structure.
- Know the cost of capital returns concept and identify major types of risk.

Target audience

- Credit officers
- Finance managers and advisors

Prerequisites

None.

Program: Anti-Money Laundering “AML”

Level	Type	Date
Foundation – Intermediate	Training Program	Nov. 14 – 16

Overview

The current Combating Money Laundering and Terrorism Financing Law has been applicable since 2013. The law includes general rules and penalties including jail terms of up to 15 to 20 years for violators and extended punishments to the board of directors and senior management of the company involved. This legislation has replaced the law issued in 2002. Through this program, participants will understand how necessary it is for banks, investment firms, finance companies, exchange companies and other companies in all industries to be diligent in the application of the law in compliance with the instructions of the supervisory authorities.

Objectives

- Ability to combat financial crimes.
- Understand Kuwait regulatory ecosystem.
- Know AML/CFT obligations for Banks and related CBK resolutions.

Target audience

All employees in financial or non-financial institutions who want to learn about the regulations of anti-money laundering and terrorist financing.

Prerequisites

None.

Program: Islamic Corporate Banking & Structured Finance

Level	Type	Date
Foundation	Training Program	Nov. 15 – 16

Overview

Explore the intricacies of Islamic corporate banking and structured finance in this comprehensive program that delves into the principles of Sharia-compliant financial practices and their application in the corporate banking landscape.

Objectives

- Understand the practice of Islamic banking and finance.
- Know the concept of Islamic corporate and structured finance.
- Get a clear understanding on investment banking & treasury operations.
- 4. Know the global trends in Islamic corporate banking and structured finance.

Target audience

- corporate banking and structured finance team.
- Professionals interested in specializing in Islamic corporate finance.

Prerequisites

None.

Program: Introduction to Public Relations

Level	Type	Date
Foundation	Training Program	Nov. 26 – 28

Overview

This program introduces the fundamentals of public relations including communication techniques, media relations, crisis management and reputation management.

Objectives

- Understand the role of public relations in a bank setting.
- Develop basic communication and media relations skills.

Target audience

- Bank employees in customer service and public-facing roles.
- Corporate and retail banking employees at all levels

Prerequisites

None.

Program: Internal Audit Essentials

Level	Type	Date
Foundation	Training Program	Nov. 26 – 29

Overview

Internal auditing is the independent and objective evaluation of an organization’s internal controls to effectively manage risk within its risk appetite. Internal audit should monitor any identifiable weaknesses in the bank so that they can be addressed and managed effectively and efficiently.

Objectives

- Assist internal auditors to keep a check on the financial and operational aspects of a business.
- Learning how to observe the mistakes, weak points and strengths of the business, allowing for ongoing review during the year.

Target audience

- Auditors
- Financial accountants
- Risk management officers

Prerequisites

Background in accounting and finance.

Program: Legal Procedures for Real Estate Finance
Provided by Islamic Banks

Level	Type	Date
Advanced	Training Program	Nov. 26 – 28

Overview

Real estate financing is one of the most important financing activities provided by Islamic banks in Kuwait, and its importance is due to the diversity of its tools derived from the provisions of Islamic Sharia and the size of its impact on the profits of Islamic banks and the size of its high risks due to the overlap of Sharia, legal, regulatory and financial requirements in this financing activity. This program addresses the most prominent practical cases faced by Islamic banks in real estate finance and discusses ways to address them from the legal, regulatory and financial aspects.

Objectives

- Developing the ability of employees in Islamic banks on real estate financing methods.
- Linking Sharia, legal and commercial competition requirements in real estate finance.
- Alerting employees in Islamic banks about important problems they may face in Islamic banks working in real estate financing.

Target audience

Sharia and legal supervisors, real estate department employees and trade finance department staff in Islamic financial institutions.

Prerequisites

Knowledge of the Islamic Finance Principles and regulations.

Program: Trade Finance

Level	Type	Date
Intermediate	Training Program	Nov. 28 – 30

Overview

The program provides an overview of the fundamental principles of trade finance. A strong emphasis is placed on understanding the key elements of customer trade cycle analysis.

Objectives

- Understand commercial contracts and documents.
- Knowledge of payment methodology, documentary credits and credit process.

Target audience

- Corporate bankers
- Credit analysis
- Risk managers
- Banking professionals new to trade finance

Prerequisites

None.

Program: ATD – Master Trainer

Level	Type	Date
Specialization	Professional Certificate Program	Nov. 26 ,2023 -Jan. 18 ,2024

Overview

Drawing upon ATD’s extensive research and experience, this program helps participants to become learner-centric facilitators who recognize and can apply the skills of an effective trainer. Each learning experience prepares participants to maximize the efficiency of their systems and processes while supporting and developing their organization’s people.

This training certificate program covers the entire end-to-end training cycle including planning and preparing a training event, managing the learning environment, engaging participants in the classroom and following up post-event to continue to support learning. Gain a practical, how-to overview of the entire training function through modeling of the best practices and latest techniques in training delivery.

Objectives

- Select the appropriate mix of learning modalities to support specific contexts, learners, and learning objectives in both formal and informal learning settings.
- Create facilitation plans that prepare you for a successful learner-centered event.
- Apply brain science to delivery strategies that address various learner preferences and cognitive needs in the learning environment.
- Select learning methods to support a variety of learning preferences to reach the desired learning outcomes.
- Utilize a variety of facilitation techniques to create a professional and engaging learning experience.
- Apply best practices when selecting informal learning networks and tools to meet the needs of an organization.

Target audience

ATD Education programs are designed primarily for:

- Learning professional trainers.
- Instructional designers.
- Anyone within an organization responsible for developing others, from managers to human resources specialists.

Prerequisites

- Hold a university degree.
- Work experience of at least five years in the Training, Learning & Development Departments.
- Completed a foundational ATC certificate program.



2023 | December

2023 | December Programs

Program: IFRS – 9 for Credit Professionals

Level	Type	Date
Intermediate	Training Program	Dec. 3 – 7

Overview

This program provides an in-depth analysis, application methodology and strategy for implementing IFRS 9 on financial instruments including hedge accounting and the treatment for expected credit loss.

Objectives

- Understand the need for a new standard.
- Learn how to implement financial reporting standards on financial instruments IFRS 9.
- Know the classification and measurement methodology for financial assets and financial liabilities.
- Comprehend the expected credit loss model and how to implement it in their organizations.

Target audience

- Credit officers
- Finance managers
- Advisors

Prerequisites

Auditors or accountants with a minimum of three years of work experience.

Program: Credit Analysis

Level	Type	Date
Intermediate	Education Program	Dec. 3 – 12

Overview

This program has been designed to provide corporate bankers with the analytical skills and techniques needed to screen new lending opportunities, analyze risks and structure credits.

Objectives

- Know what to look for when assessing the financial statements for better credit decisions making.
- Understand the relationship between financial and non-financial factors in the credit analysis process.
- Identify and evaluate key financial performance indicators.
- Appreciate the credit analytical process.
- Get behind the numbers to analyze the causes of an outlook for financial performance.

Target audience

- Bank staff involved in financial statement analysis
- Junior credit officers
- Corporate Credit Department staff

Prerequisites

Understand basic accounting principles, concepts and interpretation of financial statements.

Program: Leadership Development

Level	Type	Date
Intermediate	Education Program	Dec. 3 – 12

Overview

This program will cover the most important ten leadership competencies. The program begins with the participants completing a self-assessment on the ten leadership competencies and uses DISC (Dominance, Influence, Steadiness and Compliance) and PIAV (Personal Interests, Attitudes and Values) assessment profiles. It ends with the group creating a development action plan. All three categories of leadership competencies will be covered: self-alignment, working with others and integration.

Objectives

- Know how to lead cross-functional initiatives in today’s shifting global markets.
- Handle difficult challenges associated with increasingly more complex leadership roles.
- Gain a better understanding of one’s own approach to leadership and acquire new ideas to optimize and sustain potential.

Target audience

The program is designed for those in leadership positions and those transitioning from management to leadership positions.

Prerequisites

None.

Program: Writing for Business Communication

Level	Type	Date
Pre-intermediate to intermediate	Training Program	Dec. 10 – 12

Overview

This program is designed to develop excellence in business communication by improving the structure, clarity and accuracy of the participants’ writing.

Objectives

- Communicate a professional standard in writing.
- Write confidently and effectively.
- Organize writing to create impact.

Target audience

Individuals who engage in business correspondence by emails and letters.

Prerequisites

Participants will be expected to have at least a pre-intermediate level of English.

Program: Technical Aspects of the Legislative Regulation of Islamic Banks in Kuwait

Level	Type	Date
All levels	Training Program	Dec. 11

Overview

Participants will be introduced to the nature of the technical aspects in Law No. 30 of the year 2003, which included a special section for Islamic banks to Chapter Three of Law No. 32 of the year 1968 which came into effect on December 1, 2003, regarding the scope of supervision of the Central Bank of Kuwait’s purposes of supervision.

Objectives

- Become acquainted with the technical aspects specified by Law No. 30 of the year 2003, by adding a specialized section for Islamic banks to Chapter Three of Law No. 32 of the year 1968.
- Learn the key provisions of Law No. 30 /2003 as well as the limits and restrictions stipulated by the law for Islamic banks.
- Gain significant expertise in the field of Islamic banking by uncovering the technical and legal depth of Law No. 30 /2003

Target audience

- Employees of Islamic banks
- Internal and external Sharia audit departments
- Legal departments
- Internal audit departments in banks
- External Sharia audit offices

Prerequisites

None.

Program: Commercial Arbitration

Level	Type	Date
Foundation and intermediate	Training Program	Dec. 12 – 14

Overview

Conciliation and mediation comes at the forefront with the aim of expediting the resolution of the dispute between the parties which preserves the purity of social relations and allows all parties to invest their money, effort and time in economic and social development instead of disputes and lawsuits which reflects positively on economic and investment activity in the community.

Objectives

- Define and understand the arbitral rules and procedures.
- Conciliation in commercial disputes and its basic principles and legal requirements.

Target audience

- Legal advisors
- Arbitrators
- Professionals interested in the conciliation/mediation areas.

Prerequisites

None.

Program: Cloud Security

Level	Type	Date
Intermediate	Training Program	Dec. 12 – 14

Overview

This program is designed to teach participants the fundamentals of cloud computing and prepare for the Certificate of Cloud Security Knowledge (CCSK). It provides a comprehensive review of the knowledge required for understanding cloud computing and its information security risks and mitigation strategies.

Objectives

- Describe the physical and virtual components of and identify the principal technologies of cloud-based systems.
- Evaluate and implement the security controls necessary to ensure confidentiality, integrity, and availability in cloud computing.
- Knowledge to effectively develop a holistic cloud security program relative to globally accepted standards.

Target audience

- Cloud Architect
- Cloud Administrator
- Professional Cloud developer
- Cloud Security Analyst

Prerequisites

None.

Program: Certified Bank Wealth Manager – CBWM

Level Specialization	Type Professional Certificate	Date Dec. 17 – 21
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Overview

This program builds on knowledge gained from relationship management at the Certified Bank Relationship Manager (CBRM) program with a deep coverage of assets and investment products available in the market. Participants will learn how to provide appropriate solutions to meet investment, retirement and protection planning needs for clients. The program meets the needs of banks that want to ensure that their relationship team can provide top quality financial advice to high and ultra-high net worth customers. This program is recognized by the London Institute of Banking & Finance (LIBF) in the UK.

Objectives

- Gain the necessary investment and product knowledge and capabilities for their role.
- Understand the main characteristics of equities, fixed income, derivatives and Shariah Compliant products.
- Critically analyze and value equity, fixed income and derivatives securities.
- Master the investment management process, methods of trade and portfolio asset allocation, monitoring and re-balancing.
- Understand the framework for portfolio management and financial planning for HNWI.

Target audience

- Relationship manager
- Private banker
- Retail branch manager
- Personal banking senior officer

Prerequisites

- Hold a university qualification.
- Pass the English placement test at KIBS.
- Successfully passed the Certified Bank Relationship Manager for HNW Customers Program – CBRM (preferable).
- Worked in banking with a minimum of three years of experience as a relationship manager, private banker, retail branch manager,

Program: Supervisory Instructions Issued by the Central Bank of Kuwait for Islamic Banks

Level	Type	Date
All	Training Program	Dec. 18

Overview

Participants will understand the Central Bank of Kuwait’s supervision over Islamic banks and their regulatory framework as well as know the relationship between the Central Bank and Islamic banks and the specialized technical and scientific organizations and bodies related to the Islamic financial industry.

Objectives

- Familiarization with the scope of the Central Bank of Kuwait’s supervision, purposes and functions and important regulatory instructions issued for Islamic banks.
- Learn the skill of referring to regulatory instructions and how to extract key limits and ratios they contain and must be complied with.
- Acquire the ability to judge breaches of regulatory instructions, the mechanisms required for full compliance and how to respond in case of non-compliance.

Target audience

- Bank employees of medium and upper management – Personal and Private Banking employees
- Bank’s compliance employees – Legal department employees

Prerequisites

None.

Program: Kuwaiti Sign Language - G1

Level	Type	Date
Foundation	Training Program	Dec. 24 - 28

Overview

The program trains participants how to use Kuwaiti sign language to facilitate the process of communication and integration between bank employees and customers with hearing disabilities which will encourage these customers to express their needs and thoughts at their respective branches.

Objectives

- Know the psychology and culture of people with hearing disabilities and how to communicate with them effectively.
- Acquire the ability to perform and master the technical skills of sign language.

Target audience

Bank employees who have direct contact with customers.

Prerequisites

None.



2024 | January

2024 | January Programs

Program: New Approaches in Marketing Strategies

Level	Type	Date
Intermediate	Training Program	Jan. 2 – 4

Overview

Every business needs to convert potential clients to confirmed ones who remain with the business for the long run. Marketing does not only refer to determining and fulfilling customer demand but also creating a demand for a specific product and/or service.

A marketing strategy is a plan of how an organization will market its products and services to its potential customers. Organizations may have more than one strategy at any given point in time and may use various marketing platforms such as networking, digital media, traditional print advertising and other methods of communication.

Objectives

- Explore the different types of strategies.
- Apply strategic tools to analyze the market.
- Discover the importance of digital marketing strategies.
- Explain the strategic differences between marketing and sales and the perspectives of the two functions.
- List and explain the four basic activities on which marketing should focus.
- Determine how marketing can impact the bottom line and other areas of the company.
- Explain how strategic models must evolve to meet the requirements of the changing marketplace.

Target audience

- Marketing or brand managers
- Public relations officers
- Professionals responsible for creating a strategic plan.

Prerequisites

None.

Program: Legal Requirements for Islamic Banking

Level	Type	Date
All levels	Training Program	Jan. 3 - 4

Overview

The program is designed to provide a comprehensive overview of the legal aspects of Islamic finance and related emerging issues. It also aims to provide a practical and effective experience for participants specialized in the field of Islamic banking and provide them with the practical knowledge and competencies necessary to deal with legal challenges in Islamic financial transactions.

Objectives

- Clarify and explain the legal principles related to Islamic finance and its commercial transactions.
- Present potential legal issues facing Islamic finance operations and transactions.
- Identify legal solutions to various issues faced by Islamic financial institutions.

Target audience

- Legal Department staff
- Audit, Governance, Compliance and Shari’a Supervisory staff and related parties

Prerequisites

None.

Program: PRMIA Associate Professional Risk Manager
- APRM

Level	Type	Date
Specialization	Exam Preparation Program	Jan. 7 - 11

Overview

The Associate PRM is a PRMIA (Professional Risk Management International Association) certificate program intended for staff entering the risk management profession or those who interface with risk management disciplines on a regular basis such as auditing, accounting, legal and systems development personnel who want to understand fundamental risk management methods and practices. Designed to be highly practical, it is mathematically and theoretically less detailed than PRMIA’s Professional Risk Manager (PRM™) designation.

Objectives

The program covers the core concepts of risk management, allowing non-specialists to interpret risk management information and reports, make critical assessments and evaluate the implications and the limitations of such results.

Target audience

Those who are entering the risk management profession or who interface with risk management disciplines on a regular basis such as auditing, accounting, legal and systems personnel.

Prerequisites

Graduates with 2-3 years of work experience in risk, internal audit, accounting or similar areas.

Program: Certified Bank Branch Operations Manager (CBBOM) – G1 (for University Degree Holders)

Level	Type	Date
Specialization	Professional Certificate	Jan. 7 – 25

Overview

This program enables participants to unlock their managerial and technical skills in a way that merges gained knowledge from previous studies with work experience to satisfy their organization’s strategic goals and maximize its profits.

This program is recognized by the London Institute of Banking & Finance (LIBF) in the UK.

Objectives

- Gain and enhance key competences in the role.
- Ensure primary responsibilities are achieved.
- Work with the bank’s team to meet customers’ needs.

Target audience

- Assistant branch bank manager
- Senior supervisor
- Private banker
- Operations officer

Prerequisites

- Hold a Bachelor’s degree.
- Pass the English placement test at KIBS.
- Minimum of three years of work experience in the field of banking operations, branches or similar.

Program: Fintech

Level	Type	Date
Intermediate/Advanced	Training Program	Jan. 7 – 11

Overview

The ability to integrate technology into offerings by financial services companies to improve their use and delivery to consumers has been dubbed as the fastest growing industry globally. No financial services institution can ignore the implications of the Fintech industry regardless of whether they have included technology as part of their service offerings or not. Similarly, Fintech offers the opportunity for start-up organizations with the ability to disrupt traditional business models and financial institutions. Fintech as the fastest growing technology sectors globally allows for companies to innovate in almost every area of finance, from loan payments and loans to credit scoring and stock trading. The overarching goal of the program is to equip individuals with the core ingredients that can be applied practically in the context of Fintech within their organizations.

Objectives

- What Fintech is and is not.
- Trends and drivers of digital disruption in the financial services industry
- Business models and business model innovation by both incumbent and new entrants in the financial services.
- How regulations and regulatory objectives can enable or hinder Fintech innovations.
- Understand what and how of innovation.
- Understand the underlying technologies in Fintech.
- Articulate the threat and/or opportunity that BigTech organizations play.
- Understand and demonstrate an ability to demystify the new and potential solutions offered by Fintech.
- Formulate and define business problems for which market research can be used as a solution.
- Describe, explain and articulate the limits of Fintech.

Target audience

- This program is relevant to senior managers, executives, and entrepreneurs who want to learn about how technology is disrupting financial services and how they can apply new knowledge in financial technology to advance their organizations.
- The program is relevant to all business delegates interested in fintech solutions and not just those in the finance and technology sectors.

Prerequisites

None.

Program: Reading Skills in English – Level 2

Level	Type	Date
Intermediate	Training Program	Jan. 8 – 18

Overview

This program is designed to develop and enhance reading comprehension skills through the study of authentic texts from a wide variety of sources. This is a general English program; it is not necessary to have previously attended “English for Reading Skills Level 1.”

Objectives

- Improve reading and comprehension of English.
- Develop strategies and skills for reading, vocabulary-building, critical thinking, and discussion.

Target audience

This program is designed for people who have an intermediate level of English who wish to improve their abilities to comprehend and discuss what they read.

Prerequisites

Participants must already be able to read English at an intermediate level.

Program: Certificate for Documentary Credit Specialist (CDCS)

Level	Type	Date
Specialization	Exam Preparation Program	January

Overview

CDCS® is a globally recognized standard of competence that the LIBF created with industry experts managed in partnership with the International Chamber of Commerce (ICC). The CDCS is a professional qualification and the benchmark of competence for international practitioners. Its purpose is to enable documentary credit practitioners to demonstrate practical knowledge and understanding of the complex issues associated with documentary credit practice. CDCS® develops the knowledge and skills required to accurately check documents and manage documentary credit transactions. Within this, it provides a core understanding of documentary credits and products, parties, processes and rules that underpin transactions.

Objectives

- Utilize the rules relating to documentary credits and understand the features, documents, life cycle and the roles of the various parties to a credit.
- Manage documentary credit transactions and associated risks.
- Learn types, characteristics and uses of documentaries and standby letters of credit.
- Demonstrate practical knowledge and understanding of the complex issues associated with documentary credit practice.

Target audience

The program is intended for those who are working in the documentary credit and international trade fields and aim to become international practitioners.

Prerequisites

Participants with at least three years’ experience working with documentary credits.

Program: Franklin Covey Leadership Program

Level	Type	Date
Advanced	Professional Certification	Jan.

Overview

FranklinCovey is the world’s most trusted provider of leadership solutions that unleashes the full potential of leaders and their teams. FranklinCovey’s unique approach combines powerful content based on research and development, expert consultants and innovative technology that supports and reinforces lasting behavior change. Lasting behavior change begins from the inside out starting with who participants are and how they see things. This translates into how participants engage and lead others. Based on timeless principles of human effectiveness, the program designed to help people change such lasting behaviors. KIBS became the Preferred Partner with FranklinCovey as they work together to build the power skills for personal and interpersonal effectiveness for leaders and their teams.

Objectives

Grow potential to engage others, expand their impact, create collective action and deliver breakthrough results for participants’ respective banks.

Target audience

- Executive role
- Manager or leader

Prerequisites

Executive role, manager, leader or in a senior position with a minimum of five years of experience.

Program: Treasury Operations

Level	Type	Date
Foundation	Training Program	Jan. 14 – 19

Overview

The main objective of the program is to highlight the importance of the Treasury Operations Department, its role and functions. It focuses on the understanding of how the transaction process management can be optimized and how to ensure that all funds flow in a timely and correct manner with all necessary documentation completed.

Objectives

- Recognize the features of netting agreements and the reconciliation system.
- Understand the treasury products and their respective operations.
- Equip participants with the desired skills to understand the need of their clients and accordingly offer them the right product.

Target audience

New bank employees working in the Settlements and Operations Departments.

Prerequisites

None.

Program: Customer Relationship Management

Level	Type	Date
Foundation	Education Program	Jan. 14 – 25

Overview

The program highlights the importance of customer relationship management in the field of banking service sales due to the unique characteristics of these services and intensified competition among banks. The program was created in response to competitiveness between banks and how customers can easily transfer to new banks that offer new and innovative services. Elevating service performance levels is a crucial element that distinguishes any bank, financial institution or investment firm from others. Additionally, it serves as a tool to transform the intangible nature of the service into tangible aspects, making the sales journey more impactful.

Objectives

- Enhance awareness of the concept, importance and dimensions of customer service as a key area of excellence in banking.
- Develop understanding of methods to identify customer needs and means of satisfying those needs.
- Expand knowledge of fundamental sales approaches.
- Introduction to sales challenges and puzzles associated with the sales process.
- Deepen understanding of customer buying behavior.
- Improve comprehension of the necessary sales and behavioral skills for a salesperson.
- Strengthen awareness of the various stages of the personal selling process and customer persuasion techniques.

Target audience

Employees in banks, financial institutions and investment firms who have direct interactions with customers.

Prerequisites

None.

Program: Legal Procedures for Relationship between Islamic Banks and Suppliers in Finance

Level	Type	Date
All levels	Training Program	Jan. 21 – 23

Overview

Islamic banks seek to provide banking and financing services that are compatible with Islamic Sharia including the Murabaha service. This program aims to develop specialists in Islamic finance.

Objectives

- Developing Islamic banks’ employees’ skills in implementing the Murabaha product in a manner acceptable in Sharia.
- Developing the relationship between the Islamic bank and suppliers.
- Informing employees in Islamic banks about issues they may face in implementing the Murabaha product.

Target audience

- Employees in Islamic banks
- Employees of car agencies that deal with Islamic banks.
- Legal and Sharia supervisors in Islamic financial institutions.

Prerequisites

Basic knowledge of principles and rules of Islamic finance.

Program: Electronic Transactions Law

Level	Type	Date
Foundation – Intermediate	Training Program	Jan. 21 – 23

Overview

The world is witnessing a tremendous development in the field of communications that is based on the exchange of information through modern communication network; either those that pass through the international telecommunications network (the Internet) or other means of communication and electronic systems technically linked with computers as a means for the exchanging, broadcasting, archiving and retrieving information. Ever since, it became necessary to cope with this growing development in the electronic means of communication to be used in commercial transactions and others.

Objectives

- Ba familiar with the legal terms related to the Electronic Transaction Law No. 20 of 2014 and its articles, Privacy and Data protection.
- Know how to deal with electronic crimes and the legal aspects for electronic payments and signature.

Target audience

All employees in the banks’ branches and legal departments.

Prerequisites

None.

Program: English Conversation – Level 2

Level	Type	Date
Intermediate	Training Program	Jan. 28 – Feb. 11

Overview

This is an interactive program designed to increase confidence and fluency in spoken English.

Objectives

This class is designed for people who wish to further improve their spoken English skills in an intensive two-week course.

Target audience

- Individuals who would like to improve their ability to communicate through spoken English.
- Participants who have a pre-intermediate level of English who wish to improve their ability

Prerequisites

Have at least a pre-intermediate level of English.

Program: Strategic Planning

Level	Type	Date
Advanced	Training Program	Jan. 28 – 30

Overview

Having a strategic plan in place can enable you to track progress towards goals. This program is designed for those wanting to develop their strategic planning skills and prepare them for career enhancement.

Objectives

- Understand the importance of a clear vision, mission and values statement.
- Develop objectives for individuals and teams/departments feeding into corporate goals.
- Use strategic planning tools to develop strategic options.
- Make use of key organizational procedures to enhance individual and organizational performance and deliver strategic objectives.
- Develop key leadership skills such as motivation and interpersonal communications, for effective implementation of strategic plans.

Target audience

Senior staff involved in planning and decision-making roles.

Prerequisites

None.

Program: Kuwaiti Sign Language - G2

Level	Type	Date
Foundation	Training Program	Jan. 29 - Feb. 2

Overview

The program aims to train how to use Kuwaiti sign language to facilitate the process of communication and integration between bank employees and customers with hearing disabilities which encourages customers with hearing disabilities express their needs and thoughts at their respective banks.

Objectives

- Educate the participants on the psychology and culture of people with hearing disabilities and how to communicate with them effectively.
- Acquire the ability to perform and master the technical skills of Kuwaiti sign language.

Target audience

Bank employees who have direct contact with customers.

Prerequisites

None.

Program: Financial Risk Management in Banks

Level	Type	Date
Intermediate	Training Program	Jan. 29 – 31

Overview

Risk management has arguably never been more imperative than right now especially after events such as financial crisis of 2008 and more recently, the COVID19 pandemic. Subsequent supply chain upheaval is threatening the very existence of organizations, affecting everything from the health and safety of employees to corporate reputations and the ability to function.

Objectives

- Empower participants in developing skills to identify and evaluate risks and integrating risk management with the overall strategic plan of the organization.
- Assess risk maturity of the organization.
- Plan risk management framework
- Identify risks and opportunities.

Target audience

- Financial executives
- Analysts
- Operations officers
- Risk managers

Prerequisites

None.



2024 | February

2024 | February Programs

Program: ACI Dealing Certificate

Level	Type	Date
Specialization	Exam Preparation Program	February

Overview

The ACI Dealing Certificate New Version Exam has been designed to cover the basic competence skills for new entrants in dealing floors and all other financial markets roles related to foreign exchange, interest rates and commodities instruments.

Building upon the competence skills provided by the ACI Dealing Certificate New Version, future financial markets professionals will be expected to prove their knowledge and adherence to good market practices embedded in the FX Global Code and other relevant industry codes and regulations.

Objectives

- Increase opportunities nationally and internationally with a global qualification.
- Fulfil the requirements established by financial services authorities for regulated activities.
- Learn a global standard and a skill set which is unique in treasury.
- Become a part of a global community of thousands of ACI Certificate holders.

Target audience

- Recent entrants and junior dealers
- Middle office and operations personnel
- Compliance and risk officers

Prerequisites

Recent entrants and junior dealers with a maximum of two years of work experience in the dealing room.

Program: Basel III/Basel IV

Level	Type	Date
Intermediate	Training Program	Feb. 11 – 15

Overview

Basel III/IV are regulatory frameworks designed to ensure the stability and safety of the global banking system. The program provides participants with an understanding of the regulatory requirements and how they impact banking operations.

Objectives

- Understand the key concepts and principles of the Basel III and IV accords.
- Describe the various components of the regulatory framework.
- Analyze the impact of the Basel III and IV accords on financial institutions.
- Understand the implementation of the Basel III and IV accords in different jurisdictions.
- Assess the implications of the Basel III and IV accords on risk management practices.
- Evaluate the challenges and opportunities of the Basel III and IV accords for financial Institutions.

Target audience

- Risk managers and senior risk management staff
- Financial controllers and managers
- Treasurers and capital markets managers
- Internal auditors
- Compliance managers
- Examiners in the Central Bank and regulatory bodies

Prerequisites

None.

Program: Shariah Standards for Murabaha, Ijarah and Istisna’a

Level	Type	Date
Foundation – Intermediate	Training Program	Feb. 12 – 14

Overview

The program aims to introduce financing through murabaha, leasing and Istisna as some of the most important tools and forms of Islamic consumer and productive finance. The program also covers the risks associated with these tools and their guarantees.

Objectives

- Introduce the concept and importance of Islamic banking finance.
- Understand the governing principles of Islamic banking finance.
- Familiarization with financing through murabaha, its procedures and ways to address associated risks.
- Introduce leasing financing in its operational and financial forms along with their risks.
- Introduce Istisna financing as a form of Islamic productive finance.

Target audience

- Employees in finance departments
- Employees in small businesses
- Sharia supervisors
- Legal departments

Prerequisites

None.

Program: ESG Framework (CBK – Central Bank of Kuwait)

Level	Type	Date
Foundation – Intermediate	Training Program	Feb. 13 – 15

Overview

This program covers the Central Bank of Kuwait’s circular on sustainable finance, focusing on ESG risks and opportunities. Participants will learn about sustainability in financial decision-making, regulatory requirements and how to incorporate ESG factors into risk management practices. It provides practical examples and case studies to equip participants with the knowledge and skills necessary to evaluate and address ESG risks and opportunities proactively, contributing to financial stability and a sustainable economy in Kuwait.

Objectives

- Understand the principles and guidelines of the Central Bank of Kuwait’s circular on sustainable finance including ESG risks and opportunities.
- Implement the circular’s requirements and recommendations in their organizations.
- Evaluate and address ESG risks and opportunities proactively to enhance financial stability and contribute to the transition to a sustainable economy in Kuwait.

Target audience

- Banking and finance professionals
- Compliance and risk management professionals

Prerequisites

None.

Program: Key Performance Indicators Professional Certificate (KPI-P)

Level	Type	Date
Specialization	Professional Certificate Program	Feb. 18 – 22

Overview

KPI and performance measurement development is a discipline that involves articulating what an organization is trying to accomplish before identifying the most meaningful and useful indicators of success.. Performance measures - or KPIs - are a key part of any strategic management system as they are critical to assessing effectiveness of strategy implementation. KPIs focus employees’ attention on what matters most for success and allow for measurement of accomplishments.

Objectives

- Recognize performance management as a key strategic and competitive differentiator.
- Understand theory and application of corporate performance management through Balanced Scorecards (BSCs) and other frameworks for developing KPIs.
- Drive performance-informed budgeting and accountability
- Develop best practice KPIs, performance targets, and management dashboards.
- Communicate performance information throughout the organization to better inform decision-making.

Target audience

Executives, managers, strategy or performance professionals or analysts involved in developing KPIs and responsible to create and use performance information to make better decisions.

Prerequisites

- University degree holders.
- Professionals with a minimum of seven years of work experience.

Program: Zakat Accounting for Banks and Companies

Level	Type	Date
Advanced	Training Program	Feb. 18 – 22

Overview

This program upgrades the level of comprehensive qualification in the foundations and techniques of calculating Zakat contemporary for companies and individuals.

Objectives

- Developing the ability of employees in Islamic banks on real estate financing methods.
- Linking between Sharia, legal and commercial competition requirements in real estate finance.
- Informing employees in Islamic banks to the most important issues they may face in Islamic banks in real estate financing.
- Participation in applied case studies.

Target audience

- Affiliates of government institutions, bodies and funds specialized in Zakat.
- Financial managers, accountants and internal or external auditors in companies.
- Members of Shari’a Boards, Shari’a Supervisors and Auditors in Islamic Financial Institutions.
- Employees of central banks, banks, and companies of all kinds.
- Academics and graduate students wishing to specialize in the obligation of Zakat and its contemporary applications.

Prerequisites

Awareness of Zakat accounting concepts.

Program: Certified Bank Branch Operations Manager (CBBOM) – G2 (for Diploma Holders)

Level	Type	Date
Specialization	Professional Certificate	Feb. 18 – Mar 7

Overview

This program unlocks participants’ managerial and technical skills in a way that merges gained knowledge from previous studies with work experience to satisfy their respective organization’s strategic goals and to help maximize its profits.

This program is recognized by the London Institute of Banking & Finance (LIBF) in the UK.

Objectives

- Gain and enhance key competences in the role.
- Ensure primary responsibilities are achieved.
- Work with the bank team to meet the needs of the bank’s customers.

Target audience

- Assistant branch bank manager
- Senior supervisor
- Private banker
- Operations officer

Prerequisites

- Diploma degree holder.
- Pass the English placement test at KIBS.
- Worked in the banking sector for a minimum of five years in the field of operations, branches or the like.

Program: Data Analytics & Visualization - G2

Level	Type	Date
Intermediate	Training Program	Feb. 18 – 20

Overview

This program gives participants a chance to increase their knowledge about data types, processing and analyzing and learn how to visualize the results of the analysis.

Objectives

- Understand the importance of data its analysis.
- Accurate and effective comprehension of data processing and analysis.

Target audience

Professionals interested in working in data analysis, reporting or preparing dashboards for upper management.

Prerequisites

None.

Program: Negotiation Skills

Level	Type	Date
Intermediate	Training Program	Feb. 20 - 22

Overview

Negotiation is an essential skill for achieving objectives in a variety of situations without compromising the views and opinions of others. Many people fear negotiating while others enjoy debates. Learning effective negotiation skills will help develop sustainable and respectful relationships and achieve one’s objectives in the long term. This program will introduce participants to the main principles of effective negotiation and help develop the skills needed to achieve a successful outcome.

Objectives

- Recognize the basic principles of negotiation and the need to negotiate in a sustainable way.
- Analyze negotiation style and develop confidence in win/win.
- Recognize the various stages of effective negotiation.
- Develop a coherent case and set clear objectives.

Target audience

Anyone who wants to improve his or her ability to communicate with others and to negotiate more effectively within the workplace.

Prerequisites

None.



2024 | March

2024 | March Programs

Program: English for Presentation Skills

Level	Type	Date
Pre-intermediate – Intermediate	Training Program	Mar. 3 – 6

Overview

This program is designed for professionals who would like to excel at making presentations in English.

Objectives

Participants in this program will study the essential skills and techniques required to make professional presentations in English.

Target audience

Professionals who wish to improve their presentation skills and their spoken English skills in front of a group of people.

Prerequisites

Have at least a pre-intermediate level of spoken English.

Program: Money Markets

Level	Type	Date
Intermediate	Training Program	Mar. 3 – 7

Overview

This program is an introduction to money market instruments and covers the trading, purchase and selling aspects of these instruments. It addresses core concepts of money markets including its participants, functions and importance.

Objectives

- Describe how money markets function.
- Understand the terminology of instruments,
- Discuss the different products of money markets.

Target audience

- New entrants to dealing rooms,
- Junior foreign exchange and money market traders
- Corporate desk dealers
- Investment department officers

Prerequisites

None.

Program: Digital Media Planning & Marketing

Level	Type	Date
Advanced	Training Program	Mar. 4 – 6

Overview

The use of social media marketing platforms such as Instagram, Twitter, YouTube and LinkedIn are essential to reinforce or assist with business goals. All staff involved in marketing and selling need to maximize the utilization of these services.

Objectives

- Develop a social media marketing strategy.
- Monitor and listen to conversations on social platforms.
- Create business cases relating to social media.
- Develop brand and establish thought leadership.
- Measure the Return on Investment (ROI) of social media.
- Achieve improved returns on investments in communicating on social media.
- Generate leads, followship and loyalty to the brand that will translate into sales.

Target audience

- Marketing staff involved in this field.
- Anyone interested in developing and renovating their social media channels.

Prerequisites

None.

Program: Innovative Thinking – G2

Level	Type	Date
Intermediate	Training Program	Mar. 4 – 6

Overview

Innovative thinking is a course that disrupts generic thinking and creates more innovative ways of thinking patterns. It will focus on pushing participants to challenge their thinking patterns in developing ideas and reach different solutions through mental mapping techniques, brainstorming and creating ideas. In this course, participants will explore why creativity and innovation are more important for business today than ever before.

Objectives

- Understanding one’s own self and being able to control and segregate emotions at work is a key element of innovative thinking.
- Understand why some people are naturally creative and innovative but also how everyone can develop their innovative skills.
- Knowledge of how to use a range of innovative thinking tools and techniques to generate ideas and solve problems.
- The opportunity to apply methods and tools to generate ideas for improving areas of their own work.

Target audience

Any individual in the organization willing to improve his or her innovative and creative way of thinking.

Prerequisites

None.

Program: ACI Operations Certificate

Level	Type	Date
Specialization	Exam Preparation Program	March

Overview

ACI Operations Certificate New Version Exam has been designed to cover the basic competence skills for new entrants in roles of back and middle office environments to help sustain a well-organized Treasury Operations Dept. which is essential to complete every financial market transaction. Building upon the competence skills provided by the ACI Operations Certificate New Version Exam, future financial market professionals will be expected to prove their knowledge and adherence to good market practices embedded in the FX Global Code and other relevant industry codes and regulations.

Objectives

- Increase opportunities nationally and internationally with a global qualification.
- Fulfil requirements established by financial services authorities for regulated activities.
- Learn a global standard and skill set which is unique in treasury.
- Become a part of a global community of thousands of ACI certificate holders.

Target audience

- Recent entrants to Treasury Operations Department (back and middle office)
- Other support areas to the treasury/dealing room.
- Internal and external auditors
- Compliance and risk officers

Prerequisites

None.

Program: Treasury Certificate in Islamic Banks

Level	Type	Date
Specialization	Professional Certificate	Mar. 17 – 28

Overview

The program will train newly joined dealers in the Treasury Dealing Room. The program will illustrate basic foreign exchange, money market mathematics and introduce basic asset liability for treasury management.

Objectives

- Quote FEX spot and outright forward.
- Price the cross rate in spot and forward.
- Calculate the P&L for the FEX.
- Calculate MM profit or loss.
- Understand the Sukuk Market dynamics.
- Understand the wider aspect of treasury function in banks.
- Get knowledge of risk management related to treasury.

Target audience

- Newly joined treasury trading floor (dealer trainee or assistant dealers)
- Newly joined treasury operations officers.
- Market & liquidity risk analysts.
- Operations officer at retail, corporate and central operations.
- Relationship officers at Retail and Corporate Banking.

Prerequisites

To be aware of the Islamic banking services and sharia regulations.

Program: Certified Islamic Banking Manager

Level	Type	Date
Specialization	Professional Certificate Program	Mar. 17 – 28

Overview

One of the most important requirements for branch leadership is to focus on the necessary theoretical knowledge to practice change leadership in branches in a balanced way and develop the practical capabilities of managers by setting estimated budgets, evaluating performance and practicing organized marketing to reach Islamic banking work to achieve its goals in serving related parties in addition to consolidating the experienced role of the Islamic bank in serving the local community and national economy alike.

Objectives

- Provide participants with the necessary theoretical knowledge about the characteristics of Islamic banking, the job behavior and the requirements of comprehensive quality.
- Develop participants’ capabilities in the areas of strategic planning, formulating plans and preparing estimated budgets.
- Refine the administrative and supervisory skills of the Islamic banking manager, clarify the specifications of an effective manager, develop problem solving and decision making skills and enhance the evaluation capabilities of the branch and its employees.
- Identify and analyze sources of banking risks and identify ways to deal with them.
- Develop the ability to manage change and clarify its requirements and the obstacles that obstruct its course.
- Inform participants of the causes and manifestations of administrative failure and ways to prevent it, and to define leadership traits and the specifications of a successful leader.
- Identify the challenges facing Islamic banks and ways to deal with them. better inform decision-making.

Target audience

- Employees in leadership positions or candidates for leadership positions in the departments and branches of Islamic banks
- Managers of departments and sections specialized in audit, research, planning, risk management and quality control.
- Banking supervisors in central banks.
- Academics and researchers in universities and higher institutes who are interested in Islamic banking.

Prerequisites

None.

Program: Kuwaiti Sign Language - G3

Level	Type	Date
Foundation	Training Program	Mar. 17 – 21

Overview

The program aims to train how to use Kuwaiti sign language to facilitate the process of communication and integration between bank employees and customers with hearing disabilities which encourages customers with hearing disabilities express their needs and thoughts at their respective banks.

Objectives

- Educate the participants on the psychology and culture of people with hearing disabilities and how to communicate with them effectively.
- Acquire the ability to perform and master the technical skills of Kuwaiti sign language.

Target audience

Bank employees who have direct contact with customers.

Prerequisites

None.



2024 | April

2024 | April Programs

Program: Risk Management Certificate “RMC”

Level	Type	Date
Specialization	Professional Certificate	April 14

Overview

Risk management empowers a business with the necessary tools to adequately identify and deal with potential risks. Once a risk has been identified, it is then easy to mitigate it. Risk management provides a business with a basis upon which it can undertake sound decision-making. The RMC program is recommended by the banks for employees in the Risk and Audit Departments as it helps employees to progress and become more competent in their respective areas.

This program is recognized by the London Institute of Banking & Finance (LIBF) in the UK.

Objectives

- Understand the nature of risk, its sources and how it affects the banks.
- Familiarize participants with concepts, techniques and principles of risk management.
- Develop risk thinking and apply knowledge to practical changes within the banks.
- Provide the management with risk related information vital for decision making.
- Learn about the different risks involved while managing transactions, the ESG and its importance.
- Develop the mindset and skillset to improve personal effectiveness skills at work.
- Comply with rules and regulations, local and international, applicable to risks management and assist all divisions bank-wide to manage risks within their area.

Target audience

Beginners at banks and interested to learn the basics of risk management.

Prerequisites

- Hold a university qualification.
- Pass the English placement test at KIBS.
- Employed at a bank for less than one year in audit and risk management areas.

Program: Corporate Governance

Level	Type	Date
Intermediate	Training Program	April 16 - 18

Overview

This program aims to foster the critical understanding of the concepts, issues and practices in the governance structure of modern corporations as well as the ability of the participants to synthesize and apply this knowledge in a cooperative working environment, aligned with the overall company strategy.

Objectives

- Exploring a comprehensive governance model based on key principles.
- Learning about roles, duties and responsibilities of the board’s committees and executive management.
- Acquiring awareness of regulatory requirements such as Central Bank of Kuwait and Capital Market Authority.
- Gaining understanding about sustainability and the role of financial institutions in promoting such integral concept.

Target audience

- Compliance
- Risk Management
- Internal Control
- Internal Audit Department

Prerequisites

None.

Program: Cards Operation Management

Level	Type	Date
Foundation – Intermediate	Training Program	April 16 – 18

Overview

This program covers all operational areas of card operations. The program examines the critical success factors including security aspects of the card payment industry.

Objectives

- Understand card issuer operations and third party providers.
- Understand card schemes and scheme interfaces: Acceptance, chargebacks and disputes and product enhancements.

Target audience

Employees working in Card Operations, Retail Banking, Operational or Risk Departments.

Prerequisites

None.

Program: Certificate in Credit Management (CCM)

Level	Type	Date
Specialization	Professional Certificate Program	April 21

Overview

For more than 17 years, this program is considered one of the most prestigious and technical designations in the credit management field in Kuwait. It aims to develop the Credit Department staff in the banking sector by offering a series of training modules. These modules seek to develop staff who are new to the Credit Department with limited previous credit analysis experience into competent credit staff. The program will build the managerial and interpersonal skills needed in the credit field.

This program is recognized by the London Institute of Banking & Finance (LIBF) in the UK.

Objectives

- Enables the participants to unlock their managerial and technical skills in a way that merges their gained knowledge from previous studies and their working experience in order to satisfy their organizations’ strategic goals and maximize the profits.
- Assist participants in screening loan requests, evaluating clients’ financial information, assessing risk ratios and presenting approved or rejected loans to management.

Target audience

- New recruits in banks
- Accountants
- Credit officers

Prerequisites

- Hold a university qualification (majors in Banking, Accounting, Finance or similar)
- Pass the English placement test at KIBS.
- New recruits or bankers with maximum of three years work experience who are expected to work in the Credit Department in the banks.

Program: Commercial Arbitration in Islamic Financial Institutions

Level	Type	Date
Advanced	Training Program	April 21 – 25

Overview

This program has been created in view of the increasing growth witnessed by the Islamic financial industry and in response to the need of that industry to qualify arbitrators and experts who are aware of all aspects of Sharia, legal and technical transactions in Islamic financial transactions. This is the first training program of its kind that covers the theoretical and practical aspects of settling Islamic financial disputes through reconciliation, arbitration and experience.

Objectives

- Definition, types, advantages, and legal principles of arbitration
- Jurisdiction of the judiciary over arbitration
- UNCITRAL Arbitration Rules
- Major conventions governing international commercial arbitration.
- Legal framework for arbitration in Kuwait and the Gulf Cooperation Council countries
- Mechanisms for enforcing arbitral awards.
- Mechanism for determining the applicable provisions in arbitration proceedings.
- Rules of ethical, legal, and professional conduct for the arbitrator
- Arbitral award.

Target audience

- Legal departments and Sharia audit and supervision departments in Islamic banks
- Companies and individuals concerned with commercial arbitration.
- Dealers in the Islamic financial industry

Prerequisites

None.

Program: Business English Program

Level	Type	Date
Specialization	Training Program	April 21 – June 11

Overview

This is a multi-level program designed to improve one’s ability to communicate in English in a wide range of business situations. The program will enhance one’s knowledge through a variety of resource material, reflecting the latest trends in the international business world.

Objectives

The program will develop participants’ English skills for business in a wide variety of areas while improving their communicative fluency and overall accuracy. The program will motivate participants by offering them the opportunity for long and short-term English development in a carefully graded and goal-oriented learning context.

Target audience

- All staff who are required to use English for any aspect of their work and would like to improve their skills.
- Individuals who wish to improve their English and work towards a formal qualification in Business English at elementary level and above.

Prerequisites

- This program can be run at elementary, pre-intermediate and intermediate levels.
- Participants are required to take a placement test before the program begins.

Program: Investment Analysis

Level	Type	Date
Advanced	Education Program	April 21 – May 2

Overview

The intensive training course integrates practical and theoretical aspects of finance and includes concepts and techniques essential for financial analysis for business. Emphasis is placed upon the underlying principles and practices and how they relate to the decision-making process faced by a financial manager charged with the objective of shareholder wealth maximization. Although this training course emphasizes corporate decision making, the skills obtained will also aid participants in their personal finance and small business decision making.

Objectives

- Explain and evaluate the concept of shareholder wealth maximization and how it relates to other possible objectives of the firm’s management.
- Understand the significance of information included in the income statement and balance sheet, discuss the importance of the cash flow statement and explain the difference between accounting net income for the firm and cash flow.
- Analyze a firm’s financial performance using financial ratio analysis.
- Determine the expected rate of return and risk of an individual investment as well as a portfolio of assets.
- Calculate various measures of project profitability using traditional capital budgeting techniques.

Target audience

Banking professionals with work experience in the areas of:

- Wealth management
- Capital markets
- Treasury
- Corporate finance
- Financial planning
- Credit, risk management
- Financial management and accounting
- Audit and compliance
- Strategic management

Prerequisites

Familiar with the basics of accounting.

Program: Digital Transformation

Level	Type	Date
Intermediate	Training Program	April 22 – 24

Overview

Digital transformation refers to the integration of digital technologies into all aspects of an organization’s operations, resulting in fundamental changes to how they operate and deliver value to customers. A digital transformation program is a strategic initiative aimed at achieving this goal. Overall, the objective of a digital transformation program is to enable organizations to leverage the power of digital technologies to transform their business processes, improve customer satisfaction, and drive growth and profitability.

Objectives

- Improving operational efficiency by helping organizations automate manual processes, reduce costs and streamline operations, resulting in greater efficiency and productivity.
- Enhancing customer experience by enabling organizations to offer new and innovative products and services, personalize customer interactions, and provide better customer support, resulting in improved customer satisfaction and loyalty.
- Creating new revenue streams by identifying new business models, revenue streams, and markets, resulting in new growth opportunities and increased profitability.
- Enhancing agility and innovation by aiding organizations respond quickly to changing market conditions, experiment with new ideas, and innovate faster, resulting in a competitive advantage.
- Improving data-driven decision-making by providing access to real-time data and analytics for better decision-making and more informed business strategies.

Target audience

- Business executives.
- IT professionals.
- Professionals interested in learning the strategies and techniques of digital transformation.

Prerequisites

None.

Program: Credit Audit

Level	Type	Date
Intermediate	Training Program	April 28 – May 1

Overview

The purpose of an audit is to form a view on whether the information presented in the financial report, taken as a whole, reflects the financial position of the organization at a given date. This program will focus on credit audit and all related areas.

Objectives

- Learn the examination of areas such as quality of credit appraisal.
- Adherence to terms and conditions of sanction, post-sanction monitoring, end use of funds, infusion of capital, margin build up and the like.

Target audience

- Auditors.
- Financial accountants.
- Risk management officers.

Prerequisites

None.

Program: Accounting for Non-Accountants

Level	Type	Date
Foundation	Education Program	April 28 – May 7

Overview

The program introduces participants to how the accounting system works. It is made for individuals who have not previously studied financial accounting and those who do not have sufficient accounting experience to practice it in practice.

Objectives

- Understand the basics of financial accounting.
- Learn how the accounting system works.
- Educate bankers and professionals who have not previously studied financial accounting or who do not have sufficient accounting experience to implement it practically.
- Introducing participants to the nature of accounting data and information and how to process them in making economic decisions.
- Introducing the participants to the details of the financial statements and how to analyze them.
- Enabling the participants to detect fraud and shady accounting practices in the financial statements.

Target audience

Employees of banks and financial institutions with no prior knowledge of accounting.

Prerequisites

None.



2024 | May

2024 | May Programs

Program: Certified Islamic Banker

Level	Type	Date
Specialization	Professional Certificate	May 5 – 9

Overview

The objective of the Islamic Banker Certificate is to upgrade the capabilities of employees of the Islamic financial and banking system. It provides participants the foundations of banking and Sharia in an in-depth and integrated manner. The program equips them with professional knowledge, skills and banking applications and enables them to launch steadily and easily towards various professional disciplines.

Objectives

- Know the meaning of Islamic law and its components: Faith, ethics and fiqh.
- Comprehend the place of Islamic transactions: Ownership, property and rights.
- Understand contracts in Islamic financial transactions and indicate their pillars and divisions.

Target audience

All employees in Islamic banks, finance and investment companies at all professional levels.

Prerequisites

None.

Program: Banking Law & Practice in Kuwait

Level	Type	Date
Foundation	Training Program	May 12 – 14

Overview

This course covers the legal and regulatory framework governing the banking industry in Kuwait. Participants will learn about the Central Bank of Kuwait, banking laws, regulations and compliance requirements, as well as banking practices and procedures.

Objectives

- Learn about the Central Bank of Kuwait, banking laws, regulations and compliance requirements.
- Understand banking practices and procedures.

Target audience

- Compliance or Legal Dept. employees
- HR and Administrative officers

Prerequisites

None.

Program: Dealing with Business Complexity

Level	Type	Date
Advanced	Training Program	May 12 – 14

Overview

In a complex business environment, a sound strategy is the result of applying an analytical mindset and using a systematic approach to decision making. The focus of the program will be on utilizing analytical skills in a business context to allow participants to unravel complex situations requiring decisions.

Objectives

- Learn how to use a systematic approach to successfully deal with complex decision situations.
- Develop stakeholder goal trees, draw up scenarios and conduct a multi-criteria analysis.
- Employ an analytical mindset through writing a managerial summary of a business situation analysis that helps your organization move in the desired direction.

Target audience

Employees transforming into leadership roles and executives.

Prerequisites

None.

Program: Certified Islamic Specialist in Governance & Compliance

Level	Type	Date
Specialization	Professional Certificate	May 5 - 9

Overview

Governance in the banking system is not only necessary, but also a method that must be adhered to for helping to clarify and define responsibilities. This creates reassurance especially for those who deal with the bank and its stakeholders. The importance of governance in banks has been increased by Basel Committee’s issuance of governance principles whose commitment to the bank improves its overall image, increases the confidence of various parties and improves its rating. To ensure compliance with the principles of governance, which are a requirement for compliance with Basel Committee, all these requirements have to be complied with.

Objectives

- Learn about governance and compliance within Islamic banks.
 - Understand the different governance standards and their importance in Islamic banks.
 - Comprehend governance within the provisions of Islamic Sharia.
 - Know the relationship between governance and risk management.
 - Identify compliance control objectives in Islamic banks and financial institutions.
 - Monitoring the risk of non-compliance in Islamic banking operations.
 - Understand the foundations of compliance control in Islamic banks and financial institutions.
- 8- Acquire the necessary skills among participants on how to carry out the compliance function in Islamic banks.

Target audience

Employees in the Governance and Compliance Dept. in Islamic banking sector.

Prerequisites

None.

Program: Loan Servicing

Level	Type	Date
Foundation – Intermediate	Training Program	May 19 – 21

Overview

This program studies the administrative aspects of a loan from the time the proceeds are dispersed to the borrower until the loan is repaid.

Objectives

- Understand monthly statements and payments.
- Manage escrow funds.
- Follow up on delinquencies.

Target audience

- Tellers
- Customer service officers
- Operations executives and all staff from the retail banking domain

Prerequisites

Program: Economics for Bankers

Level	Type	Date
Foundation	Education Program	May 19 – 30

Overview

This program introduces participants to the fundamental principles of economics with special emphasis placed on macroeconomics and topics of importance to bankers. The program covers the basics of economic theory and includes examples of the application of economics to banking. The program is made for banking personnel who have not had a formal course in economics and wish to increase their understanding of economics.

Objectives

- Learn the meaning of economic terminology and the discipline of economic reasoning.
- Understand economic concepts and follow economic news and analyze important economic questions.
- Locate and obtain economics data and information and use it to examine contemporary economic issues.
- Apply friendly quantitative tools to analyze economic data and trends.
- Understand the business cycle and determine the best performing sector.
- Apply economic principles to important questions in the financial services industry.
- Apply economic indicators for investment decision making.
- Appreciate the major economic policy problems faced by government: economic growth, unemployment, inflation, budget deficits and debt.

Target audience

Bankers who want to deepen their understanding of economics.

Prerequisites

None.

Program: AI Essentials

Level	Type	Date
Foundation	Training Program	May 21 – 23

Overview

Artificial intelligence is one of the fastest growing and most exciting fields in computer science today. Learning about artificial intelligence will give you the skills and knowledge you need to stay ahead of the curve in this rapidly changing field.

Objectives

- Understand what is AI, its applications and how it is transforming people’s lives.
- Describe several issues and ethical concerns surrounding AI.
- Explain terms like machine and deep learning and neural networks.

Target audience

Anyone interested in learning about AI.

Prerequisites

None.

Program: Market & Liquidity Risk Management in Banks

Level	Type	Date
Intermediate	Training Program	May 26 – 30

Overview

In the wake of multiple financial crises, risk management has become essential. Today, practically every provider of financial services is concerned about the multitude of risks to manage. The aim of this course is to provide participants with a solid understanding of market and liquidity risks and how to manage them.

Objectives

- Understand the types and causes of liquidity risk.
- Know the measures of liquidity risk and how to manage it.
- Understand Basel III recommendations for liquidity risk management.
- Describe and understand the basic components of market risk.
- Understand the interaction between market risk and other risks.
- Evaluate the market risk of derivatives and portfolios.

Target audience

- Financial executives
- Analysts
- Risk managers
- Banking operations professionals

Prerequisites

None.

Program: Virtual Selling Essentials

Level	Type	Date
Foundation	Training Program	May 27 – 29

Overview

This program covers the fundamentals of virtual selling including best practices for communicating with customers remotely and how to effectively use technology to improve the sales process.

Objectives

- Understand the key principles of virtual selling.
- Develop skills in communicating effectively with customers remotely.
- Learn how to use technology to enhance the sales process.

Target audience

Bank employees in sales and customer service roles.

Prerequisites

None.



2024 | June

2024 | June Programs

Program: Financial Statements Analysis

Level	Type	Date
Foundation	Education Program	June 1 – 13

Overview

This comprehensive program enables participants to understand the purpose of financial statements of various organizations and perform comprehensive financial analysis for any organization using various tools and ratio analysis. Financial statement analysis allows participants to pinpoint the strengths and weakness of organizations from different sectors including trading, industrial, services and others to help maximize the value and goals of shareholders. Ratio analysis and other tools can be logically interpreted into valuable and clear management information for decision makers including management, creditors, shareholders, regulators and other stakeholders.

Objectives

- Introduction to the purpose of financial statements and analysis.
- Reading financial statements and using analysis tools such as ratio analysis in assessing performance by highlighting the strengths and weaknesses and possible causes and propose solutions to decision makers.
- Utilizing the knowledge from other fields such as finance, economics, strategy, marketing, statistics, and management to the analysis process of financial statement to propose plausible solutions.
- Overview of the working capital funding gap and related definitions to assess financing requirements.
- Preparing forecasts of financial statements.

Target audience

- Employees in banks, financial and investment institutions working or expected to work in the preparation, usage and analysis of financial statement.
- Employees in the areas of credit, investment, or corporate performance evaluation.

Prerequisites

Previous experience in financial accounting

Program: Advanced Certificate in Credit Management – ACCM

Level	Type	Date
Specialization	Professional Certificate	May 26

Overview

This program helps participants achieve their banks’ goals effectively and efficiently. The program targets the Certified Credit Management (CCM) graduates and experienced Credit Department staff in the financial sector. This program is recognized by the London Institute of Banking & Finance (LIBF) in the UK.

Objectives

- Understand the tools and techniques needed to analyze financial and non-financial information.
- Appreciate the need for a questioning attitude before relying on the information provided by customers.
- Use latest credit modeling techniques to assist in decision making.
- Recognize the opportunities for financing large corporations.
- Provide an appreciation of the risks and rewards in these transactions.
- Learn how to use structuring techniques and be able to develop creative financing strategies.
- Understand the key concepts in contracting business and contract financing.
- Use the relevant techniques to analyze and manage contract financing more effectively.

Target audience

Bankers who completed the CCM Program and credit officers.

Prerequisites

- University qualification with a major in banking, accounting, finance or the like.
- Pass the English placement test at KIBS
- Worked in the banking sector with a minimum of five years of experience in the field.

Program: Audit Report Writing

Level	Type	Date
Advanced	Training Program	June 10 - 13

Overview

An auditor’s report is a written letter from the auditor containing their opinion on whether a company’s financial statements comply with generally accepted accounting principles (GAAP) and are free from material misstatement. This program aims to provide the guidelines on writing an auditor’s report.

Objectives

- Obtain reasonable assurance about whether financial statements are free from material misstatement due to fraud or error.
- Issue an auditor’s report that includes the auditor’s opinion.

Target audience

- Internal auditors
- Finance professionals

Prerequisites

None.



2024 | July

2024 | July Programs

Program: Credit Risk Management in Banks

Level	Type	Date
Intermediate	Training Program	July 14 – 16

Overview

This program helps decision making in credit areas and enhances the confidence of a credit analyst to understand the challenges posed. The program further ventures into major domains of credit risk management such as selection of borrower and reading financial statements using financial management tools.

Objectives

- Gain insights on the essential elements of the process adopted by banks for Credit Risk Management
- Understand the challenges posed and will be equipped with necessary knowledge.

Target audience

- Financial executives
- Analysts
- Operations officers
- Risk managers

Prerequisites

None.



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