

*An
Internship Report
On*

**“Banking Law and Practice: Special focus on Foreign
Remittance – A NCC Bank view”**

SUBMITTED TO

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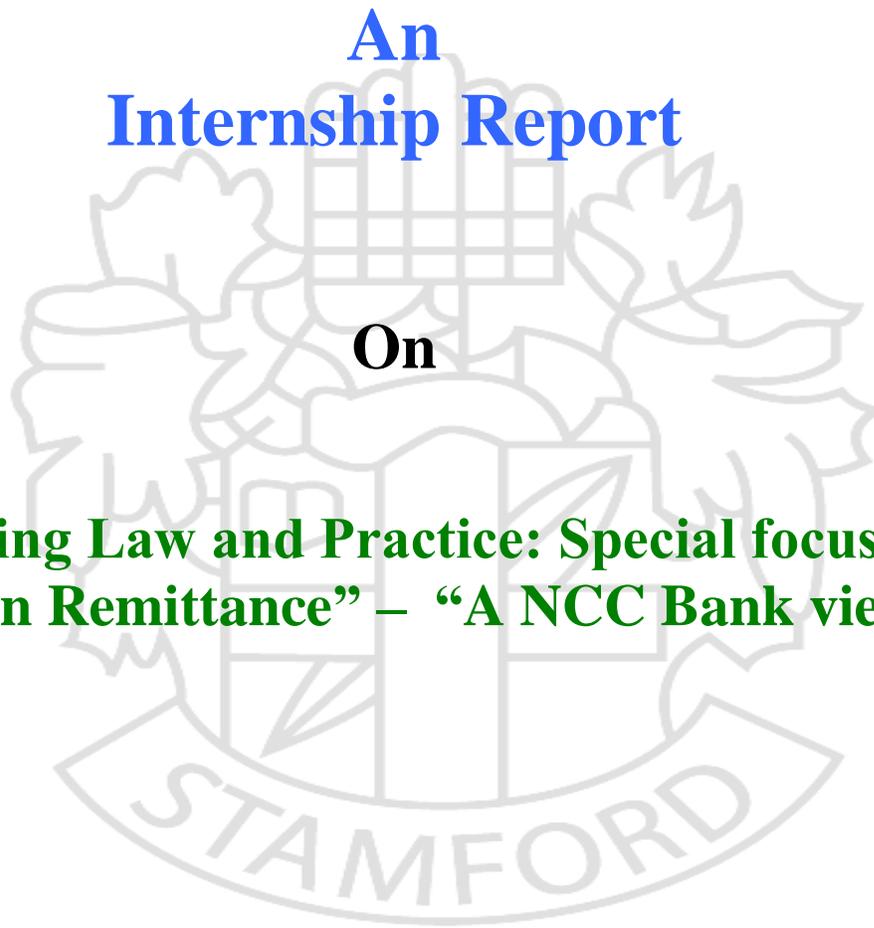
STAMFORD UNIVERSITY BANGLADESH

Date of Submission: 30th September 2010

An Internship Report

On

**“Banking Law and Practice: Special focus on
Foreign Remittance” – “A NCC Bank view”**



LETTER OF TRANSMITTAL

To

Internship Supervisor

Ms. Shyamali Biswas.

Assistant Professor

Department of Business Administration

Stamford University Bangladesh.

Subject: Submission of Internship Report

Dear Madam,

It is my pleasure to submit you my internship report on “**Banking Law and Practice: Special focus on Foreign Remittance- A NCC Bank View.**” as part of my Internship program. I enjoy preparing this report, which enriched my practical knowledge of the theoretical concept. I tried to reflect the operational aspects of the Bank, which is complementary to the theoretical lessons.

I am very much glad that you have given me the opportunity to prepare this report for you and hope that this report will meet the standard of your judgment.

Thanking yours.

Sincerely yours,

Md.Asad-Uz-Zaman

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PREFACE

An Internship Program is very much effective for a student to get the practical knowledge. This program makes an opportunity for translation of the practical conception in real life situation. Student can get real life test and can compare the knowledge with real situation. It is a great opportunity for a student to understand the current market.

The present report is the out come of the internship program under the Bachelor of Science in Business Administration (BBA) Course of the department of business administration; Stamford University Bangladesh organized at National Credit and Commerce Bank Ltd.

During the period of three months is from June 01 2010 to August 31 2010. The objectives of internship program were to familiarize the student with the practical implementation of the knowledge provides the theoretical aspect of the practical life that is implements in the practical life. Hence, the internship program works as link between the theory & the practice.

It's my pleasure to submit my internship report Titled **“Banking Law and Practice: Special focus on Foreign Remittance- A NCC Bank View.”** While preparing this report, I have tried to gather as much information as possible and to gather all the information pertaining the report to enrich it. I believe that it was a fascination experience to work live in the Banking sector and it has enriched both my knowledge & experience.

There might have problems regarding lack & limitations in some aspect & some minor mistake such as typing mistakes. Please pardon me for those mistakes.

Student Declaration

I hereby announced that the extensive study entitled

**“Banking Law and Practice: Special focus on Foreign Remittance- A
NCC Bank View.”**

*[Conducted on behalf of NCC Bank Ltd.]
Jatrabari Branch*

*Prepared in partial accomplishment of the
requirements for the award of the degree in*

Bachelor of Science in Business Administration

From

STAMFORD UNIVERSITY BANGLADESH

*Is my original work and not put forward for
The award of any other degree/diploma/fellowship
Or other similar designation or accolade*

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Certificate of Institution

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The internship report

On

“Banking Law and Practice: Special focus on Foreign Remittance- A NCC Bank View.”

Under

[[Conducted on behalf of NCC Bank Ltd.]

Jatrabari Branch

Is approved and is suitable in prominence and stature.

Abduiah-Al Kafi Mozumder
Senior Vice President & Manager,
NCC Bank Ltd.
Jatrabari Branch

Certificate of the Internship Guide

This is to that the extensive study entitled

“Banking Law and Practice: Special focus on Foreign Remittance- A NCC Bank View.”

[Conducted on behalf of NCC Bank Ltd.]

Jatrabari Branch

Bachelor of Science in Business Administration

From

STAMFORD UNIVERSITY BANGLADESH

Is a record of extensive research work carried out

By

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*Under my Supervision & Guidance. No part of this report has
been submitted for the award of any other degree/
diploma/fellowship or other similar designation or accolade.*

Ms. Shyamali Biswas.

Assistant Professor

Department of Business Administration

Stamford University Bangladesh

Acknowledgement

At the very beginning I would express my deepest gratitude to Almighty Allah for giving me the strength and the composure to finish the task within the scheduled time. A report, Book or Project paper requires a lot of information from various corners. So it is not the works of its authors or prepares only. This paper represents the **“Banking Law and Practice: Special focus on Foreign Remittance – A NCC bank view”** While majority of efforts has been me, there are a number of people who have assisted in making this paper possible. I express a deep debt of gratitude to my honorable teacher Ms. Shyamali Biswas, Assistant Professor Department of Business Administration, Stamford University Bangladesh, who has given me the opportunity and directions to prepare such a useful paper. By preparing this on the basis of the practical data I could realize the fundamental difficulties faced which would have not appeared if I just went through the books. I express my indebtedness to my Department because at the time of collecting information I was highly praised and easily provided with the relevant things having been the student of this Department.

I am very grateful to NCC Bank Limited for providing me the opportunity to complete my internship program. I have received cordial cooperation from the officers and members of staffs of NCC Bank Limited, Jatrabari Branch, Dhaka. I

want to express my cordial gratitude to them for their cooperation without which it would not be possible for me to complete this report.

I am also grateful to Mr. Zafor Uddin Ahamed Mazumder Senior Principal Officer & Deputy Manager, Mr Nazim Uddin , Jasim Uddin(Loan section) , Mr.Abul Kalam Azad (Foreign Remittance) Mr.Abu Ahamed ,Mr.Mazbaha Uddin,NCC Bank Limited, Jatrabari Branch, Dhaka for providing me the necessary information and giving me valuable guidelines.

Thanks all from the core of my heart

Many Thanks to my honorable supervisor to give me a great facility to make this report. And also give thanks Stamford University Bangladesh.

EXECUTIVE SUMMARY

Banking system of Bangladesh has gone through three phases of development- Nationalization, Privatization, and Lastly Financial Sector Reform. Social Investment Bank Limited has started its journey as a private commercial bank National Credit and Commerce Bank Limited (NCCBL) started its journey in the financial sector of the country as an investment company back in 1985. The company operated up to 1992 with 16 branches and thereafter with the permission of the Central Bank converted in a full-fledged schedule private commercial bank in May 1993 with paid up capital of Tk.39.00 core to serve the nation from a broader platform.

The whole working process of Principal Branch, NCC Bank Ltd is divided into 3 sections- **(i) General Banking section, (ii) Credit Section, (iii) Foreign Exchange Section**. This report has been presented based on observation from each section, which is consisted of various departments. Foremost, I have tried to make acquainted with the bank and branch in this report.

General banking is the starting point of all the banking operations. It is the department, which provides day-to-day services to the customers. It opens new accounts, remit funds, issue bank drafts and pay orders etc. Provide customer through quick and sincere service is the goal of the general banking department of Foreign exchange department plays significant roles through providing different services for the customers. Letters of credit is the key player in the foreign exchange business.

With the globalization of economies, international trade has become quite competitive. Timely payment for exports and quicker delivery of goods is, therefore, a pre-requisite for successful international trade operations. To ensure this purpose NCC Bank Ltd transmits L/C through SWIFT (Society for Worldwide Inter bank Financial Telecommunication) to the advising bank.

NCC Bank Limited is providing different sorts LC services like L/C opening, lodgment, BLC (bills under letter of credit), Back to back LC etc. Foreign exchange department also provide foreign remittance lie traveler's cheque, foreign demand draft, endorsement of US\$ in passport etc.

Bank credit is an important catalyst for bringing about economic development in a country. Without adequate finance, there can be no growth or maintenance of a stable economy. NCC Bank Ltd, being one of the largest private commercial bank of the country, has some prejudice to finance directly on priority basis to agriculture, industry and commerce sector for strengthening the economic base of the country. Hence, it is very clear that, NCC Bank plays an important role to move the economic wheel of the country. Providing different sorts of credit and schemes like loan against imported merchandise (LIM), Trust Receipt, Bank Guarantee, Industrial Loan, SOD, Consumer Credit scheme, Executives Car Loan, House Finance is the main spring of the credit department.

Through loans and advances and other loan schemes are major parts of bank's income but foreign remittance play a vital role in success of NCC Bank Limited. NCC Bank Ltd. has offered the clients a special system through Money Gram, Placid Express and so on. It can be one of the best private banks in Bangladesh, if it matches the expectation of the clients through the best banking services.

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Acronyms

A/C - Accounts

AOA - Association of Articles

BB - Bangladesh Bank

CD - Current Deposit

DD - Demand Draft

DPS - Deposit per Scheme

DFID - Department for International Development

FBP - Foreign Bill Purchase

FDR - Fixed Deposit Rate

IBC - Inward Bills for Collection

KYC - Know Your Customer

LIM - Loan against Imported Merchandise

LTR - Loan against Trust Receipt

LDBP - Loan documentary Bill Purchase

LAOS - Loan against Other Securities

L/C - Letter of Credit

MOA - Memorandum of Articles

MT - Mail Transfer

NCCBL - National Credit and Commerce Bank Limited

NFCD - Nonresident foreign currency Deposits

NGO - Non-governmental Organization

OBC - Outward Bills for Collection

PO - Payment Order

RPCF - Remittances and Payments Challenge Fund

SB - Saving Bank Deposit

STD - Short Term deposit

SDS - Special deposit Scheme

SWIF -Society for Worldwide Inter bank Financial

SSS - Special savings Scheme

TT - Telegraphic Transfer

TMSS - Thengamara Mohila Sabuj Sangha

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