



भारतीय रिज़र्व बैंक RESERVE BANK OF INDIA

PUN.CAB.APTP.No.S300/09.06.002/2025-26

June 09, 2025

The Chairman/Managing Director/Chief Executive Officer
Commercial Banks and Regional Rural Banks

Madam/ Dear Sir,

**Management Development Programme for Branch Managers of Commercial
Banks and RRBs (In Campus)
(July 14-17, 2025)**

Branch managers in banks have to deal with a variety of challenges from achieving business goals to managing customer expectations to resolving interpersonal conflicts among staff members. This Management Development Program is designed to help participants improve their self-awareness, exercise leadership required at branch level, resolve conflicts, manage stress, provide better customer service and lookfor strategies to grow business in the area of operation for the branch. It will aid branch managers make a successful transition to the higher ranks, honing their leadership potential. The programme focuses on Branch Managers' most critical development areas and is based on a simple learning approach – Learn-Practice-Apply.

2. Keeping above in mind, Reserve Bank of India's College of Agricultural Banking (CAB), is offering a four day **(in-campus) Management Development Programme for Branch Managers of Commercial Banks and RRBs** during **July 14-17, 2025**.

3. **Date and timing of programme :** Four Days: July 14-17, 2025
Time: 10.00 am to 05.30 pm

4. **Venue: In-campus Programme:**
College of Agricultural Banking, University Road, Pune - 411 016

5. **Who should attend:** Officers (Branch Managers) of Commercial Banks and RRBs.
Officers who are likely to be posted as Branch Managers in near future can also be nominated.

कृषि बैंकिंग महाविद्यालय, विद्यापीठ मार्ग, पुणे - 411 016 (महाराष्ट्र) भारत
फोन : (91-020) 25538392 ई-मेल: principalcab@rbi.org.in

College of Agricultural Banking, University Road, Pune - 411 016 (Maharashtra) INDIA
Phone : (91-020) 25538392 E-mail : principalcab@rbi.org.in

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6. **Fee, Objectives, Course Content and other details of the programme:** are given in the Annex I.
7. **Last date for sending nominations:** Nominations may kindly be sent on or before July 04, 2025 to enable smooth conduct of the programme.
8. **Nomination form:** For sending nominations, you are requested to use the format given in Annex II. Please send nominations by e-mail to: nomination.gl@rbi.org.in
9. **Queries:** In case of any queries, you may contact Smt. Rajashri Kulkarni (rajashrikulkarni@rbi.org.in) or the undersigned (shubhabrat@rbi.org.in).

Yours faithfully

(Capt. Shubhabrat Agrawal)

Programme Director

Encl: As above



Annex 1

1. **PARTICIPANT PROFILE:** Branch Managers of Commercial Banks and RRBs. Officers who are likely to be posted as Branch Managers in near future can also be nominated.

2. **PROGRAMME OBJECTIVES:**

1. To understand the Role and Responsibilities of Branch Managers.
2. To help participants gain knowledge and insight about their own personality.
3. To help participants understand how personality orientation manifests in one's own behaviour in relation to others.
4. To develop appropriate soft skills like inter-personal communication, influencing ability, capacity for conflict resolution, team work, etc., required for delivering superior performance.

3. **PROGRAMME CONTENTS:**

Module I: Inter-Personal Effectiveness

Module II: Exercising Effective Leadership

Module III: Conflicts, Handling Difficult Conversations and Stress Management

Module IV: Role and Responsibilities of Branch Managers

4. **Venue and Accommodation:**

The Programme will be held at College of Agricultural Banking, Reserve Bank of India, Pune. The Programme is residential and arrangements for lodging and boarding will be made in the College. You may report to CAB on the **evening of July 13, 2025.**

5. **PEDAGOGY:**

The programme would have a mix of interactive lecture sessions, case studies, online personality assessment, questionnaires and management videos.

6. **DURATION:** July 14-17, 2025 (Time: 10.00am to 05.30pm)

7. **FEE:** Fee has to be paid as per following table for each participant:

Sr.	Group Wise Fee Details	Tuition Fees	GST @18%	Total Fee including GST
1	Group 1: Commercial Banks	Rs. 23000/-	Rs. 4140/-	Rs. 27140/-

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2	Group 2: Regional Rural Banks	Rs. 17300/-	Rs. 3114/-	Rs. 20414/-
3	Group 3: Small Finance Banks & Payment Banks	Rs. 11500/-	Rs. 2070/-	Rs. 13570/-

* In terms of section 48 of RBI Act 1934, RBI is exempted from payment of Income Tax or Super Tax on any of its Income, Profits or Gains. Nominating institutions should therefore not deduct TDS on the Programme Fees.

Please use the programme code – HRL/14072025/01 in Sender to Receiver Information while remitting the fee through NEFT.

GST (Reg. No. 27AAIFR5286M1ZG)

*Account Details for remittance of Fees will be shared with confirmation of nomination by CAB.

8. PROGRAMME DIRECTOR:

Capt. Shubhabrat Agrawal, GM & Member of Faculty, E-mail: shubhabrat@rbi.org.in

9. CONTACT PERSONS FOR NOMINATION RELATED QUERIES:

In case of any queries regarding nomination, you may contact Shri Prathmesh Patil, Tel.: 020-25582396 & E-mail: nomination.gl@rbi.org.in during Monday to Friday (10:00am to 05:00pm).

10. IMPORTANT DATES TO REMEMBER:

Programme Dates	July 14-17, 2025
Nominations to be received by	July 04, 2025
Reporting at CAB	July 13, 2025 (evening)
Completion of programme	05.30 pm on July 17, 2025

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