



February 20-21, 2023
2:00am-6:00pm
Onlive Via Zoom

Trainer



Mr. Adnan Adil
Head of Legal
EXIM Bank of Pakistan Ltd

Course Fee : 20,000 Plus Tax

Email: rabia.zulfiqar@sbp.org.pk

Call: 081 9203433

WhatsApp: 0331 2966586

National Institute of Banking & Finance
State Bank of Pakistan
nibaf.sbp.org.pk

Contents

- **What is a Contract/ Agreement**
- **Points to be considered for vetting of agreements**
 - Date of writing of Contract, effective date, execution date registration date
 - Registration Requirements
 - Stamp Value
 - Signature requirements
- **Contents of Agreements/ Contracts**
 - Naming Clause & authority
 - Recitals
 - Service levels and performance requirements
 - Remuneration, Pricing and fee structure
 - Late payment clause
 - Liquidated damages
 - Covenants & Representations
 - Liability and indemnity
 - Audit and monitoring procedures
 - Business continuity plans
 - Default arrangements and termination provisions
 - Dispute resolution arrangements
 - Complaint handling procedures
 - Confidentiality, privacy and security of information.
 - Assignment
 - Applicable law & choice of forum
 - Signature requirement
 - Witnesses
 - Annexures & Schedules
- **Types of Contracts used in Banking Industry**
 - Account Opening related Agreements.
 - Charge/Control documents/ Agreements for Financing
 - Collateral/ Property related agreements.
 - Premises Lease Agreements
 - HR related Contracts
 - Vendors Agreement
 - Outsourcing Contracts
- **Outsourcing agreements & SBP Instructions**
- **Agreement to Financing & related agreements**
 - Precautions. Date, amount, signature, thumb impression, registration requirement, stamp paper value?
- **HR related Agreements**
 - Employment Contract.
 - Regular
 - Contractual
 - Outsourced/daily wages
- **Breach of Contract Vs Fraud**
- **Remedies & Arbitration**
- **Litigation relating to Contracts.**
 - Customer related.
 - Vendor related.