

Brief on Book Keeping and Accounting Management for MFIs

Duration: 05 Days

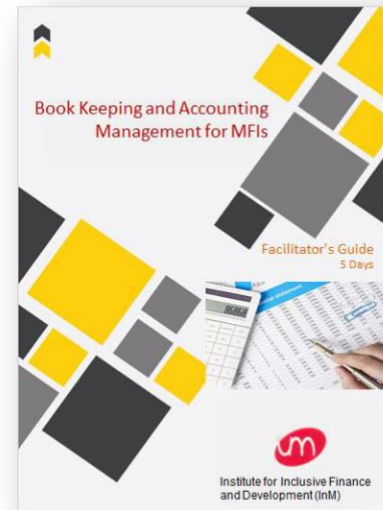
Language: Bangla (Native Language) and English

Course Brief:

The training has been designed to improve the competence levels of MFI staff on standard accounting system, which ensures smooth operations of microfinance programmes. It also involves fundamental financial management of MFIs/ NGOs related to microcredit operations and management.

Target Participants:

Mid-level staff including branch managers and accountants involved with microfinance programmes are the target participants of the course.



Course Objectives:

Upon completion of this course, the participants will be able to:

- **EXPLAIN** principles of Accounting.
- **IDENTIFY** transactions and prepare different types of vouchers.
- **MAINTAIN** different books of Accounts and prepare financial statements.
- **EXPLAIN** cash and fund management and forecasted cash flow.
- **PREPARE** budget and explain techniques of budgetary control.
- **EXPLAIN** the concept of internal control & internal audit process for microfinance programme.