

COURSE SCHEME FOR
POST GRADUATE DIPLOMA IN INSURANCE AND BANKING
2016-17 & 2017-18 EXAMINATIONS

<u>PAPER</u>	<u>TITLE</u>	<u>MARKS</u>
DIB 101	BANK MANAGEMENT	100
DIB 102	BANKING OPERATIONS AND PROCEDURES	100
DIB 103	FOUNDATIONS OF INSURANCE	100
DIB 104	PRINCIPLES & PRACTICES OF INSURANCE	100
DIB 105	PROJECT REPORT	50
DIB 106	VIVA VOCE	50

DIB 101: BANK MANAGEMENT

M.Marks: 100 Marks

INSTRUCTIONS FOR THE PAPER SETTER

The question paper will consist of five sections: A, B, C, D and E. Section A, B, C and D will have two questions from the respective sections of the syllabus and will carry 15 marks each. Section E will consist of 20 short answers type questions which will cover the entire syllabus uniformly and will carry 40 marks. In all, nine questions are to be set.

INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt one question each from sections A, B, C and D of the question paper and the entire section E.

SECTION- A

Nature of Banking Business: Banking and other financial institutions in India; Official regulations and control over banks and other financial institutions; Socio-economic environment and social obligations of banks in India; An overview of monetary system in India.

SECTION – B

Organizing and Managing banks: Alternative organizational structures of banks; Forms of banking- unit banking, branch banking, group banking, chain banking, satellite and affiliate banking, and correspondent banking; Organizational structure of banks and relative advantages and disadvantages.

Section- C

Financial Management in Commercial Banks: Management of Liabilities; Management of assets; Expenditure control and profitability.
Process of Bank Management: Planning; Organizing; Co-ordination; Motivation; Control.

Organizational Structure of Commercial Banks in India: Departmental Set-up; Delegation of authority, internal control and information system.

Section D

Branch location, policies and decisions, Management of rural branches, Recent developments and current issues; Problems in bank management in India.

DIB 102: BANKING OPERATIONS AND PROCEDURES

M.Marks: 100 Marks

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INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt one question each from sections A, B, C and D of the question paper and the entire section E.

SECTION- A

Organization and functions of a modern bank, Relationship between Banker and Customer: Services rendered by banks; Definition of a customer; Relationship as a Debtor and Creditor; Banker as a Trustee; Obligations of a Banker- obligation to honour cheque; Garnishee order; Attachment order issued by income-tax authorities; Liabilities of a banker in case of wrongful dishonour of cheque; Obligation to maintain secrecy of accounts; Banker's right of general lien, banker's right of set-off, banker's right of appropriation, right to change interest, incidental charges, etc.

SECTION- B

Customer's Account with a Banker: Fixed Deposit accounts, saving accounts, recurring deposit accounts, current accounts: Opening of current and saving accounts; Operating the bank accounts; Legal aspects; Entries in passbook; Closing of bank account; Insurance of bank deposits; Free life insurance cover to saving bank account-holder; Deposit scheme for Indians abroad; Non-resident account scheme; Foreign currency accounts scheme.

SECTION- C

Special Types of Bank customers: Minor- legal provisions regarding guardianship of a minor; Married women; Illiterate person; Lunatic; Trustee; Executor; Administrator; Customer's attorney; Joint accounts of joint Hindu Family, Partnership, joint stock companies, club, societies, and charitable institutes.

SECTION-D

Other services rendered by commercial banks in India- leasing, insuring, broking and merchant banking. Law relating to negotiable instruments, Securities and mode of charging.

DIB 103: FOUNDATIONS OF INSURANCE

M.Marks: 100 Marks

INSTRUCTIONS FOR THE PAPER SETTER

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INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt one question each from sections A, B, C and D of the question paper and the entire section E.

SECTION- A

Meaning, Evolution, Scope, Nature and Significance of Insurance. Objectives & functions of insurance, Types of Insurance, Difference between insurance and assurance, General principles of Insurance, insurance as a social security tool, Contemporary issues in insurance business in Indian context.

SECTION- B

Business and Environment, Internal and External Environment, Insurance Business in India- Present scenario, Indian economic policy and its impact on insurance business.

Present Administrative set up of GIC, LIC, Provident Fund Societies and other organizations doing insurance business; Machinery for decision making used by insurance organizations; statutory administrative provisions.

SECTION- C

Insurance Act 1938, Life Insurance Corporation Act 1956, IRDA Act 1999, Consumer Protection Act 1986, General Insurance Business (Nationalization) Act 1972, Motor Vehicles Act, Export Credit and Guarantee Corporation.

SECTION- D

Marketing of Services, Marketing of Insurance Products in India- Life and general, Recent trends in Marketing of Insurance Products.

DIB 104: PRINCIPLES AND PRACTICES OF INSURANCE

M.Marks: 100 Marks

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INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt one question each from sections A, B, C and D of the question paper and the entire section E.

SECTION- A

Life Insurance: Introduction: Individual life insurance-nature and uses of life insurance. Life Insurance Contract : Distinguishing characteristics; Utmost good faith; Insurable interest; Caveat emptor; Unilateral and aleatory nature of contract, Proposal and application form; Warranties; Medical examination; Policy construction and delivery; Policy provision; Lapse; Revival; surrender value; Paid-up policies; Maturity, Nomination and Assignment; Suicide and payment of insured amount.

SECTION- B

Fire Insurance: Fire insurance contract: Origin of fire insurance; its nature, risks, hazards, and indemnity; Legal basis, Stipulation, and conditions; Contracts; Full disclosure of material facts. Fire Insurance Policies: Issue and renewal of policies' Different kinds; Risks covered; Recovery of claims; Insurer's option; Ex-gratia payment and subrogation; Policy conditions; Hazards not covered; Contribution and average; Re-insurance; double insurance, Types of fire protection policies.

SECTION- C

Marine Insurance: Marine insurance contract: Origin and growth; History of Lloyds; Evaluation of marine insurance business in India; Basic elements-insurable interest, utmost good faith, implied warranties; Policy document; Types of marine insurance contract- freight, cargo and vessel; procedure for obtaining marine protection policy; Marine policies and conditions.

SECTION- D

Liability Insurance: Risk and insurance ; Insurable and non-insurable risks; Nature of property and liability insurance, Crop and cattle insurance; Types of Liability insurance.

Types of Liability Insurance Policy : Dwelling property losses; Business interruption and related losses; Theft insurance contracts; Budgetary covers; Auto insurance; Medical benefit insurance; Dishonesty, dishonesty, disappearance, and destruction insurance; Personal and residential insurance; Boiler machinery insurance; Commercial enterprises and industrial property insurance.

- Reference :**
1. Mishra, M.N. : Insurance- Principles & Practice, S. Chand & Co . Ltd., New Delhi.
 2. The Marine Insurance Act, 1963. G.O.I.
 3. The General Insurance Business (Nationalization) Act, 1972.
 4. Life Insurance : M.N. Mishra, Raj Books and Subscription, Jaipur
 5. Insurance- Principles and Practices : Vinayakam, N.M. Radhaswamy and S.V. Vasudevan, S. Chand Co. Ltd.