

SEM INAR PROGRAMME

2020



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FOREWORD

Dear Colleagues,

The Czech National Bank has been actively involved in providing technical cooperation amongst central banks for 17 years. Continuous demand for bilateral consultations and seminars the Czech National Bank holds on a regular basis often exceeds available capacities and proves that the exchange of knowledge and practical experience related to the process of transformation and integration into European structures is useful and interesting to colleagues from other central banks. The attendance of colleagues from a wide range of institutions and their positive feedback on the cooperation shows that the activities of the Czech National Bank are valued and provides our experts with the motivation to invest themselves in further experience sharing and offering our know-how in the technical cooperation programme.

Allow me to present you with the new training catalogue containing details of the seminars prepared by the Czech National Bank for 2020. In the hope to satisfy the demand, four out of six offered seminars cover the issues most requested over the past years, including cash circulation management, payment and securities regulation, statistics, and human resources management. On top of that, the seminars “Selected Issues of Central Bank Governance” and “Near Term Forecasting and Data Analysis Seminar” held in two-year cycles will be taking place in 2020. All seminars are prepared and led by the Czech National Bank’s experts who deal with the presented issues on a daily basis. The workshops also include active contributions by the participants in the form of presentations and panel discussions. This creates an environment that encourages sharing experience and expertise, not only from the Czech National Bank to other institutions, but also amongst the institutions themselves.

I believe that the offer prepared by our experts will meet your institution’s needs and that we will have the honour of hosting your members of staff at the Czech National Bank in 2020. In addition, the Czech National Bank is prepared to offer its know-how on specific topics and to welcome your experts for a visit on an individualised basis. Please do not hesitate to contact us if you should feel a need for any expertise we can provide.

We look forward to welcoming colleagues from other central banks at our events at the Czech National Bank in 2020.

Ms Jana Báčová
Executive Director
General Secretariat

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Seminar schedule in 2020

CODE	DATE	TITLE	DEADLINE
2001	2 – 4 March	Statistics at the CNB	31 December 2019
2002	18 – 20 March	Cash Circulation Management in the Czech Republic	31 December 2019
2003	27 – 29 May	Selected Issues of Central Bank Governance	29 February 2020
2004	22 – 24 June	Coordinating policies in an integrated monetary and supervisory authority	29 February 2020
2005	12 – 14 October	Human Resources Management at the CNB (online)	31 August 2020
2006	23 – 26 November	Applied Near-term Forecasting Seminar (online)	31 July 2020

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2001

Statistics at the CNB

2 - 4 March 2020

Description

The seminar is designed to present the current statistical framework at the CNB, including its experience in producing statistics during the economic transition period and harmonisation with the European Central Bank. The seminar will cover all the main statistical areas, i.e. monetary and financial statistics, supervisory statistics, balance of payments statistics, financial accounts statistics, government finance statistics and general economic statistics, as well as statistical data processing, reporting and dissemination.

Participants are invited to make an active contribution by briefly describing the basic statistical framework in their countries.

Target group

The course is designed for statistical staff in central banks.

Topics

- Statistics at the CNB
- Monetary and financial statistics
- Supervisory statistics
- Balance of payments statistics
- Financial accounts statistics
- Government finance statistics and general economic statistics
- Data processing, reporting and dissemination

Length	3 days
Language	English
Number of participants	1–2 from each country
Application deadline	31 December 2019

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2002

Cash Circulation Management in the Czech Republic

18 - 20 March 2020

Description

This seminar aims to present the CNB's approach to tasks connected with cash circulation management in the Czech Republic and to share experience and knowledge in this area (e.g. issuance of banknotes and coins, cash handling, storage, processing and distribution, and the fight against counterfeiting).

Participants are invited to make an active contribution by briefly describing the situation in their countries.

Target group

The course is designed for senior specialists in issuance and cash operations.

Topics

- Role of the CNB
- Legislation and cash cycle in the Czech Republic
- Supervision of cash circulation
- Production and delivery of banknotes and coins
- Clients of the CNB and the cash distribution scheme
- Cash processing and storage
- Counterfeiting issues
- Statistics
- Security
- Workshop of participating central banks
- A visit to the Cash Operations Department of a CNB branch

Length	3 days
Language	English
Number of participants	1–2 from each country
Application deadline	31 December 2019

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2003

Selected Issues of Central Bank Governance

27–29 May 2020

Description

During this three-day seminar we will discuss the topics central banks deal with in exercising and developing good governance.

Presentations on the respective topics will be followed by discussions. There will be expert discussion panels on two selected topics. Participants are expected to make their active contributions during the seminar by describing the situation at their central bank as well as delivering co-presentations and participating in expert panels.

Target group

The seminar is intended for central bank managers in middle management level positions, advisers and other senior experts dealing with corporate governance issues.

Topics

- Institutional and legal framework for central bank functioning
- Central bank independence and accountability
- Organisational framework, management and control system, decision making
- Model of three lines of defence in managing risks
- Operational risk management function
- Code of conduct, Code of Ethics
- Compliance function
- Security and crisis management
- Internal audit function
- External and internal communication

Length	3 days
Language	English
Number of participants	1–2 from each country
Application deadline	29 February 2020

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2004

Coordinating policies in an integrated monetary and supervisory authority

22 - 24 June 2020

Description

The seminar aims to present the CNB's unique performance as integrated authority conducting monetary policy, macroprudential policy, resolution function, financial market regulation, financial market supervision and code-of-conduct function. The focus will be not only on the individual functions, but also on the cooperation of various departments in delivering such complex mandate.

Target group

The seminar is designed mainly for senior economists/finance specialists working primarily in supervisory and regulatory departments of central banks.

Topics

- Organisation of financial stability and macroprudential policy
- Stress testing of various financial market sectors and risks
- Regulating both banking and non-banking sectors in the EU context
- House price sustainability assessment and macroprudential approach to risks associated with housing credit
- Consumer protection and supervising code-of-conduct in various financial market sectors
- Integrated supervision of financial market
- Conduct on resolution function for the banking sector
- Performing monetary policy in highly open economy

Length	3 days
Language	English
Number of participants	1–2 from each country
Application deadline	29 February 2020

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2005

Human Resources Management at the CNB

12 - 14 October 2020

Description

This seminar aims to present the CNB's approach to HRM and to share experience and knowledge of HRM functions and instruments in all their range. Presentations will be based on the description of current HR practices at the CNB as well as lessons learned during numerous transformations HRM at the CNB has been subject to in the past few years. Participants are expected to make an active contribution during the seminar.

Target group

The seminar is designed for HR specialists working in a central bank.

Topics

- Organisation and management of human resources at the CNB
- Recruitment, selection and personnel planning
- Job descriptions and personnel systemisation
- Compensation system
- Performance appraisal system
- Professional development and training
- Social policy and employee benefits

Length	3 days, 3 hours per day approximately
Language	English
Number of participants	1–2 from each country
Application deadline	31 August 2020

Note: The application should contain a short motivation letter and CV.

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2006

Applied Near-Term Forecasting Seminar

23 - 26 November 2020

Description

The online (Webex) seminar focuses on both theory and application of suitable near-term forecasting methods widely used in central banks. Each session starts with short theoretical intro explaining how the used method works. This is followed by a hands-on session with application of this method of the real-life forecasting/analysis problem. The last day of the seminar is devoted to individual consultations – course participants are encouraged to share their forecasting/analytical issues regarding topics discussed during this course with the CNB team/rest of the group.

This course will be provided by Czech National Bank Near-Term Forecasting team. Prior knowledge of EViews is expected since most of the computer exercises will be conducted in this software.

Target group

Economists working in the field of macroeconomic data analysis and near-term forecasting.

Topics

- Application of principal components in near-term forecasting
- Practical use of Kalman filter
- Forecasting with BVARs, dealing with mixed-frequency data

Length	4 days, 3 hours per day approximately
Language	English
Number of participants	unlimited
Application deadline	31 July 2020

Note: The application should contain a short motivation letter and CV. Motivation letter should also include information on programming languages you are familiar with.

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Administrative arrangements

Thank you for your interest in the seminars prepared by the Czech National Bank. Important information for experts applying for the seminars is given below.

Application procedure

If you wish to nominate a member of staff of your bank for a seminar, please fill in the electronic application form available on the CNB website:

https://www.cnb.cz/en/about_cnb/international-relations/technical-assistance/

You can also use the paper version of the application form and send it to the CNB contact person by e-mail.

The completed application form must reach the Czech National Bank by the closing date indicated for each seminar. Late applications will not be accepted.

Former participants should not reapply for the same seminar.

All candidates must obtain approval from their training department before completing the application form.

Selection procedure

Attendance at the CNB's seminars is limited to a maximum of 16–18 participants. We usually accept 1–2 participants per country. If we receive more applications than there are places available, we will have to make a choice from among the applicants in attempt to include participants from as many countries as possible.

The seminars are mainly targeted at experts from partner central banks of the Commonwealth of Independent States, Eastern European countries and the Balkan States. Applicants from other central banks can be accepted only if there are places available.

The seminars are meant for central bank staff only. If you are not employed at a central bank, please do not respond, as we cannot accept your registration.

English language skills

All seminars will be held in English. Candidates need to speak English if they wish to benefit from a course. Interpretation services will not be available.

Visas

If participants require a visa to visit the Czech Republic, we suggest contacting the relevant Czech Embassy as soon as possible to ensure that the necessary formalities are completed in time. We can send an invitation letter at the participant's request. We have no authority to assist participants with visas.

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Costs

The Czech National Bank will arrange and pay for participants' accommodation including breakfast at a hotel and cover their expenses relating to lunches, coffee breaks and social events during the seminar.

Seminar duration

The seminars usually start on Monday at 9 a.m. Lectures normally end at 4 or 5 p.m. Participants are expected to attend the entire seminar and should not schedule appointments during the seminar.

Consultations

The CNB is ready to share its know-how on specific topics and to welcome groups of experts for a single brief visit on a tailor-made basis. If you are interested in any area of expertise, please contact us.

Accommodation

The Czech National Bank will provide participants with accommodation. Accommodation is booked from the night before to the night after the seminar. The costs relating to your hotel stay during this period will be covered by the CNB (including breakfast and excluding personal expenses – phone calls etc.).

You can also apply using the electronic application form available on the CNB website

https://www.cnb.cz/en/about_cnb/international-relations/technical-assistance/course-application-form/

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YOU CAN ALSO APPLY USING THE ELECTRONIC APPLICATION FORM THAT IS AVAILABLE ON THE CNB WEBSITE

https://www.cnb.cz/en/about_cnb/international-relations/technical-assistance/

COURSE APPLICATION FORM

Fill in clearly in capital letters

Code	Seminar		
PERSONAL INFORMATION			
First name(s)			<input type="checkbox"/> Male
Surname			<input type="checkbox"/> Female
Date of birth (day/month/year)	Passport number	If you need an invitation letter to obtain a visa , state the embassy you will be applying to:	
EMPLOYMENT INFORMATION			
Bank:			
Telephone number		Fax number	
E-mail address			
Current position/job title			
Department			
LANGUAGE SKILLS			
Please circle the number that best corresponds to your English ability in each of the following categories (5 = native-speaker level)			
Reading	Writing	Speaking	Oral comprehension
1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5

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The CNB processes personal data. More detailed information can be found in the Information about the processing of personal data available at <https://www.cnb.cz/en/privacy-statement-and-disclaimer/information-about-the-processing-of-personal-data/>.

Date:

Applicant's signature:

Return to:

CNB, Administration Department, Na Prikope 28, Prague, Czech Republic

Contact person:

Mr Jan Malek (phone: +420 2 2441 4459)

e-mail: conference@cnb.cz