



Reference Books for IBP Superior Qualification (ISQ) JAIBP/ AIBP

Junior Associateship of IBP (JAIBP)

Stage 1

1. Business Communication for Financial Services

- Business Communication for Financial Services – The Institute of Bankers Pakistan (IBP) Reference Book
- Business Communication – The Institute of Chartered Accountants of Pakistan (ICAP) Study Text & Question Bank

2. Information Technology in Financial Services

- Information Technology in Financial Services – IBP Reference Book
- Introduction to Information Technology – ICAP Study Text & Question Bank

3. Branch Banking

- Branch Banking – IBP Reference Book

4. Introduction to Financial Systems and Banking Regulations

- Introduction to Financial Systems and Banking Regulations – IBP Reference Book

Stage 2

1. Economics

- Economics – IBP Reference Book
- A.K David Latest Edition
- Economics - ICAP 2016 Edition

2. Accounting for Financial Services

- Accounting for Financial Services - IBP Reference Book
- ACCA paper F3, Financial Accounting - Practice & Revision Kit
- ACCA, FIA, CIMA paper F3, Financial Accounting Frank Wood's Business Accounting – 11th Edition

3. Human Resource Management and Organizational Behavior

- Human Resource Management and Organizational Behavior - IBP Reference Book

4. Lending: Products, Operations and Risk Management

- Lending: Products, Operations and Risk Management - IBP Reference Book



Stage 3

1. Management Accounting for Financial Services

- Management Accounting for Financial Services – IBP Reference Book
- ACCA paper F2 Management Accounting- Practice & Revision Kit
- ACCA, FIA, CIMA- Paper F2, Management Accounting

2. Finance of International Trade and Related Treasury Operations

- Finance of International Trade and Related Treasury Operations – IBP Reference Book

3. Marketing of Financial Services

- Marketing of Financial Services – IBP Reference Book
- Principles of Marketing - Philip Kotler, 17th Edition

Specialization

1. Agricultural Finance

- Prudential Regulations for Agriculture Financing (Updated on 29th January, 2014) available at <http://www.sbp.org.pk/publications/prudential/PRsAgriApproved.pdf>
- State Bank of Pakistan Agriculture Credit Department available at <http://www.sbp.org.pk/acd/> and <http://www.sbp.org.pk/acd/TaskForce.pdf>
- National Food Security Policy available at <http://www.mnfsr.gov.pk/>
- Chapter on Agriculture in Economic Survey issued by Ministry of Finance available at www.finance.gov.pk

2. Microfinance

- Microfinance – IBP Reference Book
- Prudential Regulations for Microfinance Banks Updated on June 10, 2014 available at <http://www.sbp.org.pk/acd/2014/C3-Annex.pdf>

3. S & ME Banking

- S & ME Banking – IBP Reference Book
- Prudential Regulations for SME Financing available at <http://www.sbp.org.pk/smefd/2017/SME-PRsUpdtd-Dec-2017.pdf>) and FAQs

4. Islamic Finance

- Islamic Finance – IBP Reference Book
- An Introduction to Islamic Finance by Muhammad Taqi Usmani



Associateship of IBP (AIBP)

Mandatory

1. Anti-Money Laundering Measures and Banking Ethics

- Regulations and Guidelines available at http://www.sbp.org.pk/l_frame/aml.htm
- AML-Act-2010 <http://www.fmu.gov.pk/laws.html>
- CAMS Book - 6th Edition
- FATF recommendations
- SBP - Foreign Exchange Manual
- SBP - Guidelines on Anti-Money Laundering
- Banking Policies and Regulation department with FAQs <http://www.sbp.org.pk/bprd/>

2. Corporate and Banking Law

- Corporate Laws – Aamir Shahbaz, FCA Study Text
- Mercantile and Industrial Laws – Luqman Baig
- Manual of Banking Laws in Pakistan – Zafar Iqbal Mangan
- Corporate and Banking Laws – IBP

3. Financial Planning and Budgeting

- Fundamentals of Financial Management – James C Van Horne & John M. Wachowicz Jr. □
Fundamentals of Financial Management – Brigham & Houston
- Manual Cast Accounting Planning & Control - Aldolph Matz & Usury F Milton
- Solution Manual Financial management and Policy – James C. Van Horne

4. Advanced Risk Management

- Risk Management by Michel Crouhy - Dan Galai, Robert Mark
- Financial Risk Management Hand Book - Philippe Jorion
- Bank Risk Management in Developing Economies - Leonard Onyiriuba
- Managing Banking Risk – EDDIE CADE
- Risk Appetite and Risk Tolerance – Institute of Risk Management
- The 5C's of Credit – Tracy Sheppard
- Commercial Bank Risk Management, An analysis of the process – Anthony M. Santomero
- Risk Management Guidelines for Commercial Banks and DFIs by SBP
- Enterprise Technology Governance and Risk Management Framework for Financial Institutions, BPRD Circular no. 5
- BASEL III Implementation in Pakistan BPRD Circular no.6 dated August 15, 2013 including Minimum Capital Requirement
- Guidelines on Internal Credit Risk Rating System
- Implementation of operational risk management Framework by SBP BPRD Circular no. 4 dated May 20, 2014
- Guidelines on Stress Management
- Guidelines on Interest Rate Risk Management by SBP



- BASEL III Standards issued under BPRD Circular no. 8 dated June 23, 2016

Specialization

1. Project Finance

- Practice and law of Banking by Dr. Asrar H. Siddiqui
- Projects by Prasanna Chandra, 6th edition. Planning, Analysis, Selection, Financing, implementation and Review (CFM-THM Professional Series in Finance).

2. Capital Markets

- Peter.S. Rose, Milton H. Marquis, 9th Edition
- ACCA-F2- Financial Management
- Investments by Bodie Kane Marcus Mohanty, 10th Edition

3. Insurance

- Insurance Ordinance 2000 at www.mfa.gov.ir/uploads/Insurance_Ordinance_2000.pdf
 - Insurance Rules 2017
- Banking and Insurance Law and Practice by The Institute of Company Secretaries of India
- Elements of Banking and Insurance by Jyotsna Sethi and Nishwan Bhatia □ Risk and Insurance by Mark R. Greene

4. Financial Derivatives

- Advanced Financial Management – ACCA Approved

5. Strategic Human Resource Management

- Strategic Human Resource Management by Alan Nankering Robert Compton, Marian Biard
- A handbook of Human Resource Management Practice by Michael Armstrong

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