# Practical Training on Bank Branch Audits – Understanding CBS Reports & Commands for Effective Auditing

## 1. NPA Identification & Reporting in CBS

#### Process of NPA classification (SMA-0, SMA-1, SMA-2):

- -NPA Classification is as per the prudential norms on IRAC classification published by RBI
- Our banking software has built in logics on the basis of above norms based on which the asset classification in system takes place
- -Some of the common arrear conditions are as under:
- -501: EMI Overdue: 7-29 days
- -**504**: 1 EMI=>30 days overdue
- -**505**: 2 EMI=>30 days overdue
- -**506**: 3 EMI=>30 days overdue
- -601: Int not serviced for 7-29 days
- **-602:** Introt serviced for >=30 days
- -603. Int not serviced to: 50 days

- -604: Int not serviced for >=90 days
- -611: Age of stock statement is >=97 days
- -612: Age of stock statement is >=120 days
- -613: Age of stock statement is >=150 days
- -614: Age of stock statement is >=180 days
- -621: Renewal due>=97 days
- -622: Renewal due>=120 days
- -623: Renewal due>=150 days
- 624: Renewal due>=180 days

-701: Irregularity: 7 to 29 days

-**702**: Irregularity >= 30 days

**-703**: Irregularity >=60 days

-**704**: Irregularity >=90 days

-711: Security erosion>=50%

-712: Security erosion>=90%

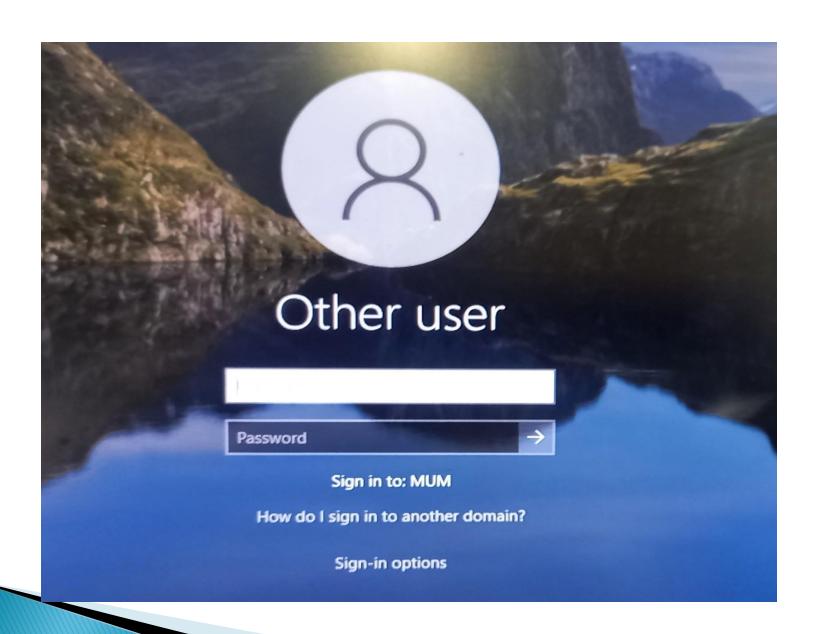
-801: Substandard >=1 year

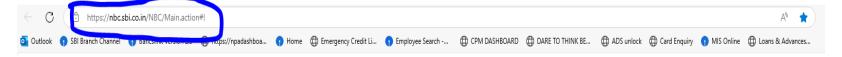
-802: Doubtful>=1 year

-803: Doubtful>=2 year

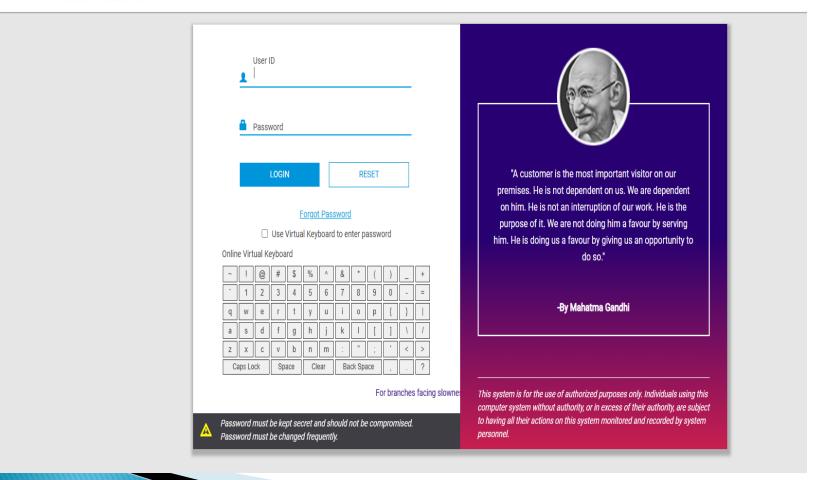
-905: Interest/Charges not serviced for past 90 days

-902: O/s is more than sanctioned limit



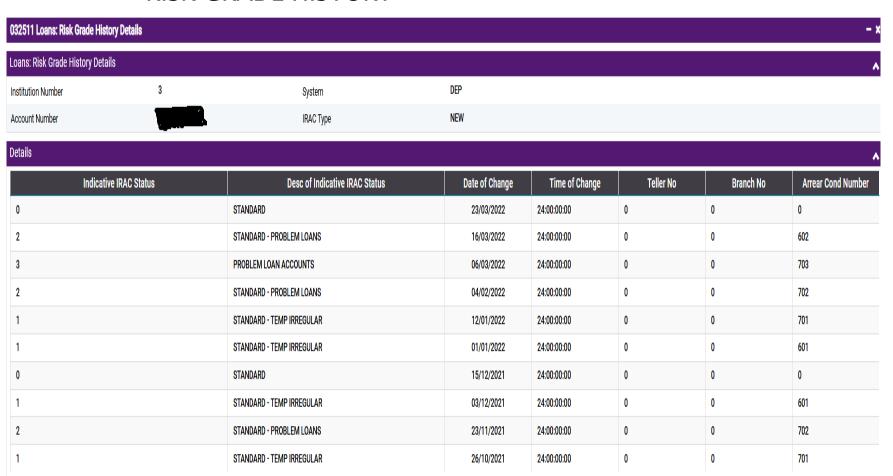


#### **SBI** Branch Channel



010511 : Loans NPA Enquiry prompt		
NPA Enquiry Prompt		
Account Number *		Q
System *	DEP:Deposits	~
Enquiry Option *	1:Risk Grade History Enquiry	~
IRAC Type *	NEW:Indicative IRAC Status	~

#### **RISK GRADE HISTORY**

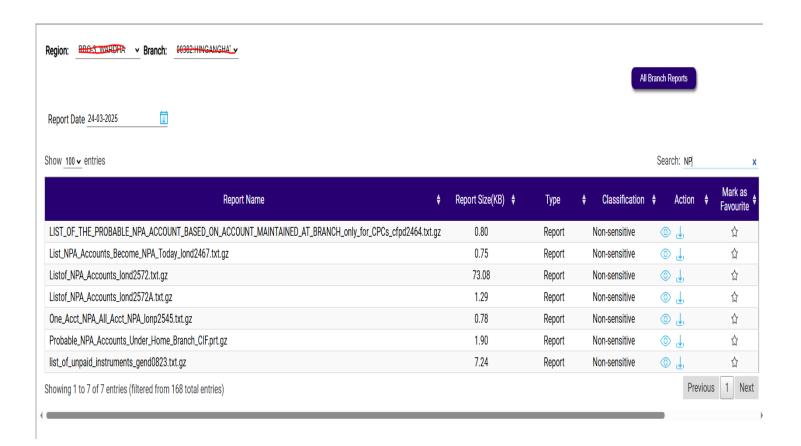


#### 032512 Loans: NPA Status Enquiry

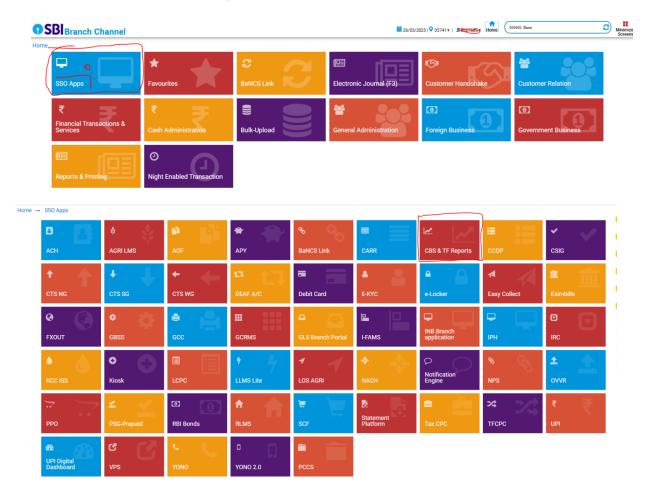
NPA Status Enquiry						
Account Number	1	Customer name				
Arrears	0	No of Days without Credit	10		RA FLAG	N
No of Repayments in Arrears	0	Previous Quarter Interest Not Serviced	0		RA Date	
No of Days in Arrears	0	No of Days without Renewal	19		Written off Flag	N
Arrear % over Limit	0	No of Days after last Renewal Date	384		AUCA Written off Amount	0
Arrear % over repayment	0				AUCA Witten off Date	
NOTE: The IRAC displayed is as per pr	revious EOD NPA tracking					
New IRAC Status	0	Age of Stock Stmt	33		Credit Amount (This Qtr)	0
Risk Grade Description	STANDARD	No of Days under - securitization	0		Debit Through Capitalization (This Qtr)	37,070.00
No of Days in Current Risk Grade	1100	Erosion in security	44.74	%	Interest Arrear	0
		Security Erosion Against Outstanding	0	%		
Note: The Table shows the irregularity	conditions for the account. Please click on any row to open t	he screen for the corresponding correction action				
NPA Reckon Date		1st Irr. Dt for NPA A/c DL-TL				
Holiday End Date		For Condition	0			
LTV%	0	No of Days Over LTV	0			
Note: For NP Accounts the reversed in	nterest is also taken into consideration for defining irregularity	1				
Condition Type I	ndicative IRAC Irregularity Condition no.	TriggerDate				

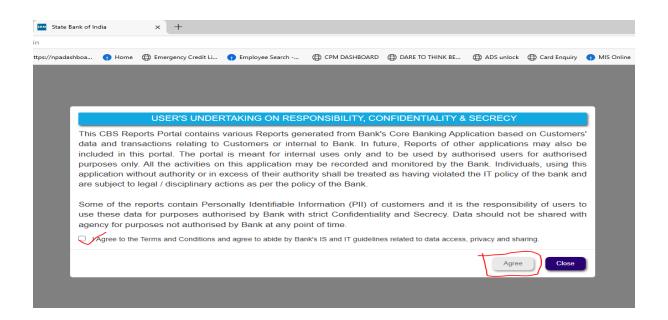
No matching records found

#### CBS reports for tracking NPA movement

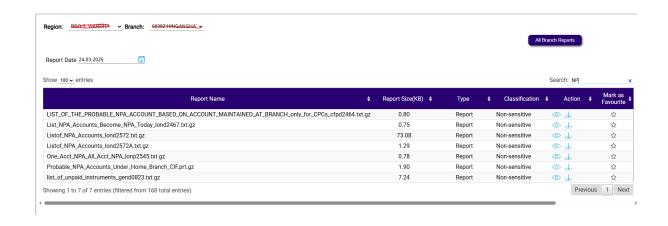


#### Commands/menu options for auditors to extract NPA reports









#### <u>System-generated year-end NPA provisioning reports & other important reports:</u>

- -SA-5:Summary of classification of advances as per IRAC Norms & accounts upgraded during the period
- -SA-6: Summary of provisions as on the reporting date
- -SA-10 (i): Annual return of Govt guaranteed accounts-standard assets
- -SA-10 (ii):Annual return of Govt guaranteed accounts-classified as NPAs
- -(SA-5-P-IX-A): Provision for Exposures to Entities with UFCE

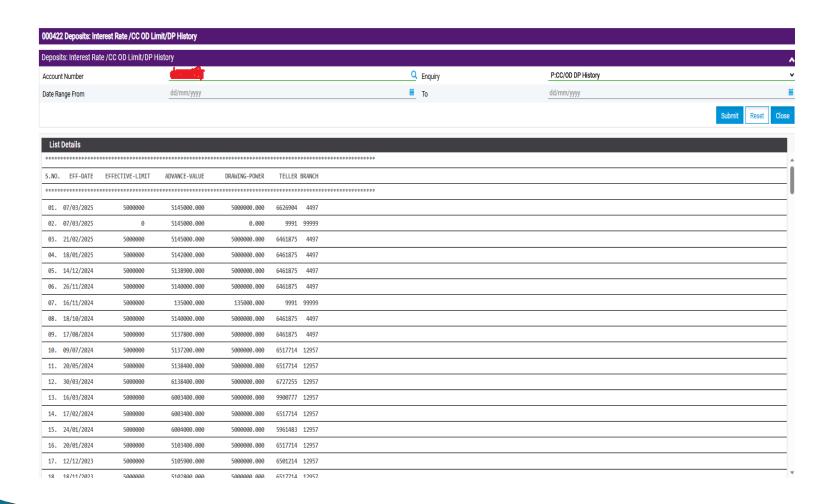
These reports will be available in CCDP folder of Branch Reports as on 31.03.2025

✓MPBF (Maximum Permissible Bank Finance) & Credit Limit Monitoring

#### MPBF calculation methodology:

- For limits upto Rs.5.00 Cr: Nayak Committee Method (15% of Projected Turnover for services and 25% of Projected Turnover for Manufacturing)
- For limits above Rs.5.00 Cr: Assessed Bank Finance Method (Loan Policy Method)

#### CBS reports for DP (Drawing Power) verification:



#### Sanctioned vs. Utilized Limits & Cash Credit Account Monitoring:

		NO	TE: THE ARREAR CONDITION IS	S DISPLAYED	FOR INDICA	TIVE IRAC STATUS			
	REPORT ID: IN058 AREA: BRANCH :0000	00-01 BRANCH NAME : ﷺ		NK OF INDIA		I	RUN DATE: 02/01/2025 PROC DATE: 31/12/2 PAGE NO :		
				D!E	CC	/ OD BALANCE FILE			
ACCOUNT NUM	ACCOUNT TYPE (DESCRIPTION)	CUSTOMER NUME	BER   CUSTOMER NAME		RATE	LIMIT	DRAWING POWER	LMT EXPY DT	ACCOUNT BALAN(
	OD Bank's Deposits PER   OD Bank's Deposits PER	884458 <b>^^</b>   852324720	AVITTI KASHINAT	nor KHAD	7.80   7.80	10,00,000.00		.00   06/06/2025 .00   05/06/2025	10,02,8° 11,32,4
	OD Bank's Deposits PER	8623686	MENAYAN MASUDEO NATUHILIT	DYDUNG	7.30	11,52,000.00 2,03,493.00		.00   03/06/2023	11,32,3,
39682853125	OD-LOAN AG DEPOSITS?INB J	882757776	/U	0 Magre	5.40	90,000.00	1	.00   24/09/2021	1!

#### 2. <u>Loan Sanctions, Provisioning,</u> & Revenue Leakage

#### ✓ Loan Sanctions, Disbursements & Documentation Checks

1. CBS workflow for loan approvals & disbursements:

-LLMS: For SME loans and High Value Agri

-Agri LOS: For Small value Agri

-RLMS: For PB/REH loans

#### 2. Verifying loan documentation through CBS reports -Loan Balance File:

		LoansBalanceFi	le-lond2390.txt.gz			
	REPORT ID: BR2390- AREA:	-01 STATE BANK		RUN DATE: 02/01/2025 PROC DATE: 31/12/20		
	BRANCH : 0	BRANCH NAME : YangANG	LOANS BALANCE	FILE PAGE NO	: 1	
			!E			
ACCOUNT NO	ACCOUNT TYPE (DESCRIPTION)	CUSTOMER NUMBER CUSTOMER NAME	LIMIT INT RATE	THEO. BALANCE	OUTSTANDING	
41150467171	STU LN STAFF-WARD<=7.5LAC	86092329324 Miso PHYNOUPER RAJU JAGTAP	7,00,000.00 05.450	7,56,692.00	7,11,192.00	
PRODUCT TOTALS	STU LN STAFF-WARD<=7.5LAC		7,00,000.00	7,56,692.00	7,11,192.00	
38921038379	STU LN STAFF-WARD>7.5LAC	88617476080 History NIII INCOME	15,00,000.00 05.450	14,65,897.00	9,63,686.00	
PRODUCT TOTALS	STU LN STAFF-WARD>7.5LAC		15,00,000.00	14,65,897.00	9,63,686.00	
11286241052	H T L Housing Sch STAFF	81046069300 H. HANARAM GOVEN DRAG KID SHE	4,78,139.00 05.000	5,74,887.52	5,387.52	
PRODUCT TOTALS	H T L Housing Sch STAFF		4,78,139.00	5,74,887.52	5,387.52	
30636862458 31258468271 32155434966 32576623273 33177914281	HOUSING LOAN CLERICAL STF HOUSING LOAN CLERICAL STF	852038606 2 Mrs. S. ATA D. 2000 0 No. 810460693 6 Mr. THAN 20M GOVINDRAG KINGBU 810460526 8 Mr. Sto. 810460532 0 Mr. SANDEEP MANOULS KULKARNI 851852380 99 Mr. NAUG GULABRAG III. 81046053002 Mr. VIOL. AWAR PARDURANG NIM.	8,00,000.00 05.000 7,00,000.00 05.000 10,30,000.00 05.000 7,11,000.00 05.000 7,60,000.00 05.000	1,55,558.00 3,36,353.00 4,88,229.00 3,67,812.00 1,91,748.00 2,90,618.00	1,00,369.00 3,33,901.00 4,64,705.00 3,67,596.00 1,75,496.00 3,02,879.00	
PRODUCT TOTALS	HOUSING LOAN CLERICAL STF		46,91,000.00	18,30,318.00	17,44,946.00	
35913923127	IHL-SUB STAFF IHL-SUB STAFF	81260326400 Mr. THILSHIRAM WAPOOL THOUS 87135624070 Mr. Pamagh Tromportato Kinnah	7,50,000.00 05.000 13,50,000.00 05.000	3,85,355.00 13,87,540.00	3,10,397.00 13,57,018.00	
PRODUCT TOTALS	IHL-SUB STAFF		21,00,000.00	17,72,895.00	16,67,415.00	
					2 22 224 22	

#### **CC/OD Balance File:**

NOTE: THE ARREAR CONDITION IS DISPLAYED FOR INDICATIVE IRAC STATUS REPORT ID: IN0580-01 STATE BANK OF INDIA RUN DATE: 02/01/2025 00:51 AREA: PROC DATE: 31/12/2024 BRANCH : 0 PAGE NO : CC / OD BALANCE FILE  $\square!E$ 37292598411 | OD Bank's Deposits PER 10,00,000.00 10,00,000.00 | 06/06/2025 10,02,8 38030946449 | OD Bank's Deposits PER 11,52,000.00 11,52,000.00 | 05/06/2025 11,32,44 39422332519 | OD Bank's Deposits PER 1

#### **Common Loan Sanction and Disbursement Irregularities:**

- Should be as per schematic guidelines
- Compliance of sanction terms to be ensured

## Provisioning & Compliance with IRAC Norms

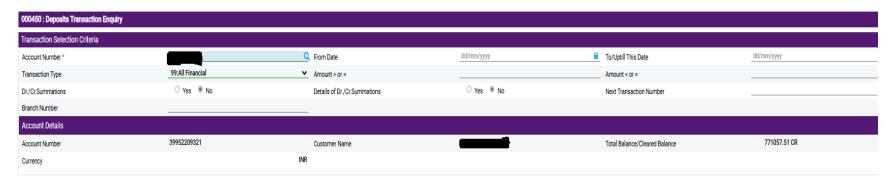
1. CBS-generated provisioning calculations & system-based adjustments

and

- 2. Classification of Standard, Sub standard, Doubtful and loss assets
  - SA-5:Summary of classification of advances as per IRAC Norms & accounts upgraded during the period
  - **SA-6:** Summary of provisions as on the reporting date
  - SA-10 (i): Annual return of Govt guaranteed accounts-standard assets
  - SA-10 (ii): Annual return of Govt guaranteed accounts-classified as NPAs
  - (SA-5-P-IX-A): Provision for Exposures to Entities with UFCE
  - 3. Reports required for year-end audit & statutory compliance:
  - CCDP Reports and CAR Reports
  - Interest Subvention Reports for AIF/Education loans/etc

## Revenue Leakage and Interest Verification:

- 1. <u>Identifying cases where interest is not credited correctly:</u>
- To be verified from sanction note
- Manually can be verified from CBS Screen:10450 for TL and 450 for CC/OD



Submit	Reset
--------	-------

it	Reset	

S.No.	Туре	Post-Dt	Jrnl.No.	Value-Dt	Txn-Amount	Curr-Balance	Chq-No.	Txn-Desc	Txn-Code	Branch
1	1	27/03/25	388653939	27/03/25	1000000.00 CR	771057.51 CR		BYTRANSFER	1045	4430
2	1	24/03/25	487600434	24/03/25	640804.00 CR	228942.49 DR		BYTRANSFER	1045	21465
3	1	22/03/25	163424406	22/03/25	110000.00 DR	869746.49 DR		TO TRANSFER	1055	99922
4	1	22/03/25	160196255	22/03/25	109190.00 DR	759746.49 DR		TO TRANSFER	1055	99922
5	1	21/03/25	368391083	21/03/25	1411000.00 DR	650556.49 DR		TO TRANSFER	1055	99922
6	1	21/03/25	277818793	21/03/25	1030000.00 DR	760443.51 CR	410937	CHEQUE WDL	51073	21465
7	1	20/03/25	516450079	20/03/25	1000000.00 DR	1790443.51 CR		TO TRANSFER	1055	99922
8	1	20/03/25	102667702	20/03/25	3809479.00 CR	2790443.51 CR		BY TRANSFER	1045	10521
9	1	19/03/25	458810617	19/03/25	100000.00 DR	1019035.49 DR		TO TRANSFER	1055	99922
10	1	19/03/25	454463989	19/03/25	100000.00 DR	919035.49 DR		TO TRANSFER	1055	99922
11	1	19/03/25	143058006	19/03/25	2706.00 DR	819035.49 DR		TO TRANSFER	1055	99922

#### 010450 : Loans Transaction Enquiry Loans: Transaction Enquiry Account Number \* Enter Account Number dd/mm/yyyy List Txn From Date dd/mm/yyyy List Txn To Date List Txn From Number Txn Type 99:All Financial Transactions N:No ~ Cr./Dr.Summations N:No Details of Cr./Dr.transactions

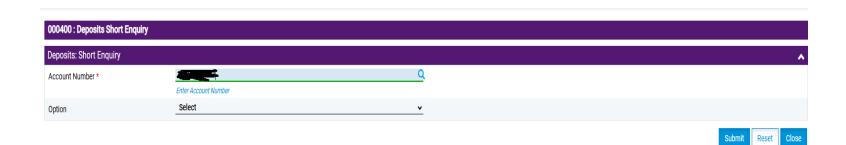
#### Transaction Details

			Sla	# Type Trn Co	de Post Date Tran Date	Jrni No	Amount	Balance	Arrears		Old Br: New Br: User: Brch:Termnl:Chq No.
Old Prd:	New Prd	Old Ac/Cat/Seg	New Ac/Cat/Seg	Ldg Cde Sub Ldg	) Cde	TXN-Desc		MsgNo: Msg/Reason:		Addl/Msg/Reason	
1	01 011045 0	1/03/25 01/03/25 42	21974420	30560.000 CR	1976696.000 DR	115581.000 C	R		99	02001 99922 11	
						DEPOSIT TRANSFER					
2	01 011043 0	1/03/25 01/03/25 42	21974420	19440.000 CR	2007256.000 DR	85021.000 C	R		99	02001 99922 11	
						Transfer Repaym	ENT _ COMP				
3	01 011046 0	1/03/25 01/03/25 42	21974420	19440.000 CR	2007256.000 DR	85021.000 C	R		99	02001 99922 11	
						Transfer Rep-Inte	REST				
4	01 013500 2	8/02/25 28/02/25		19440.000 DR	2026696.000 DR	65581.000 CR			0009	9991 99999 01	
						INTEREST					
5	01 011045 0	1/02/25 01/02/25 60	03121454	27961.000 CR	2007256.000 DR	114100.000 C	R		99	02001 99922 11	
						DEPOSIT TRANSFER					
6	01 011043 0	1/02/25 01/02/25 60	03121454	22039.000 CR	2035217.000 DR	86139.000 C	R		99	02001 99922 11	
						TRANSFER REPAYM	ENT _ COMP				
7	01 011046 0	1/02/25 01/02/25 60	03121454	22039.000 CR	2035217.000 DR	86139.000 C	R		99	02001 99922 11	
						Transfer Rep-Inte	REST				
8	01 013500 3	1/01/25 31/01/25		22039.000 DR	2057256.000 DR	64100.000 CR			0009	9991 99999 01	
						INTEREST					
9	01 011045 0	1/01/25 01/01/25 23	36999159	21787.000 CR	2035217.000 DR	112619.000 C	R		99	02001 99922 11	
						DEPOSIT TRANSFER					
10	01 011043 0	1/01/25 01/01/25 2	36999159	27213.000 CR	2057004.000 DR	90832.000 C	R		99	02001 99922 11	
						TRANSFER REPAYM	ENT _ COMP				
11	01 011046 0	1/01/25 01/01/25 2	36999159	27213.000 CR	2057004.000 DR	90832.000 C	R		99	02001 99922 11	
						Transfer Rep-Inte	REST				
12	01 013500 3	1/12/24 31/12/24		22328.000 DR	2084217.000 DR	63619.000 CR			000	9991 99999 01	
						INTEREST					

#### <u>Unrealized Interest on NPAs & CBS base income recognition reports:</u>

As per SA returns of CCDP:

- -SA-5:Summary of classification of advances as per IRAC Norms & accounts upgraded during the period
- -SA-6: Summary of provisions as on the reporting date
- -SA-10 (i): Annual return of Govt guaranteed accounts-standard assets
- -SA-10 (ii): Annual return of Govt guaranteed accounts-classified as NPAs
- -(SA-5-P-IX-A): Provision for Exposures to Entities with UFCE

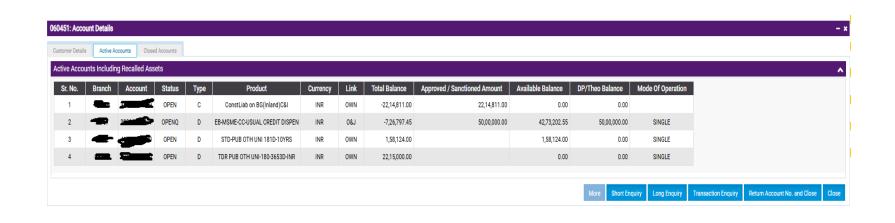


Account Number 0					
Assessed Time	00000	Customer Name			
Account Type 6	6500	No Interest Value	0.00		
Product Description E	EB-MSME-CC-USUAL CREDIT DISPEN			CGTMSE Covered	N
Sub Category 4	4030	Lending Status	ADVANCED	Internal Credit Rating Code	
Overdraft Type 0	01	Stock Expiry Date (with Penal Interest Grace Days)	13/04/2025	Debit Interest Code	R
Outstanding 7	726797.45-	Commitment Code	R	Facility	-43
Date Out Of Order		Account Renewal Date (with Penal Interest Grace days)	07-Mar-2025	Transfer Com	
Total Days Irregular 0	0	Transfer Debit		Amount Of Irregularity	
DP Details					
Limit Amount 5	50,00,000.00	Advance Value	5145000.00		
Effective DP 5	500000.00	Limit (Excess Limit Included)	50,00,000.00		
Limit Details					
Senctioned Limit 5	50,00,000.00	Sanction Date	23/02/2013	Limit Expiry Date	01/05/2025
Limit Reduction Date/ Subsequent Senction Date 0	07/03/2025	Limit Reduction Amount	0.00	Limit Reduction Frequency	
Interest Rates					
Effective Interest Rate 1	13.7000	Product Level Interest Rate	17.0000		
Expiry Rate 1	15.7000	Commitment Interest Rate	0.00		
IRAC Status and NPA Details					
	0	ACTUAL IRAC Status	0	SMA Status	STD
NPA DATE		URI	0	EMI	
NPA RECKON DATE					
Stress Flag	N	Combined Account Status	NOT APPLICABLE		
Interest Amounts					
	19202.56000	Per Day Interest	272.79795	Previous Period Debit Interest Adjustment	0.00
Unpaid Amounts, Commitment Interest, etc.	0.00	Heavid Borel Internet	0.00	Unavid Internal	0.00
	726797.45	Unpaid Penal Interest  Accrued Simple Interest	0.00	Unpaid Interest  Accrued Compound Interest	0.00
	0.00	Commitment Charge Frequency	3:Quarterly	Next Seasonal Debit Interest Application Date	5.50
•	83808.00000	P.Y.YTD Interest(Debit)	201365.00000	Subsidy Status	9:Not Applicable
	0			,	
Seasonal Debit Interest Application Frequency 6					
Penal Interest Rate	5,000	Par Day Panal Intercet	0.00	Due to Nee Benevial of Assesset	0.00
Penal Interest Rate  Due to Excess Drawings 5	5.0000	Per Day Penal Interest  Due to Non-Submission Stock Statement	0.00	Due to Non-Renewal of Account Expiry Rate Type	0.00

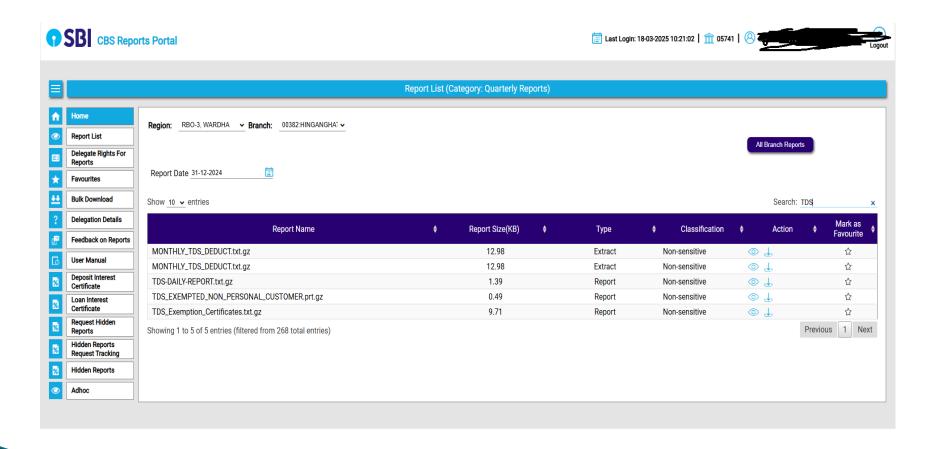
032100 Loans: Short Enquiry					
Account Details					
Account Number	<b>TE</b>	INR	Account Name		
Account Type	EB-MSME-TL-SMART SCORE		6400	4002	
Status	FULL	Branch Number	05446		
Customer Name					
GL Classification Code		Internal Credit Rating Code			
Next Installment Date	02/04/2025	Installment Due	48519.00	Theoretical Balance	2043758.00
Down Payment	0.00	Subsidy Status	9:Not Applicable	Account Type Change	
Loan Details					
Application Amount	2900000.00	Balance Amount	1976696.00	Approved Amount	2900000.00
Advanced Amount	2900000.00	Commission	0.00	Accrual SI	0.00
Accrual CI	0.00	Arr/Adv	67062.00-	NPB	1086254.00
No Interest	0.00	Loan Interest Accrued	18277.65000	BPI Accrued	0.00
Loan Interest Incremented	676.95068	BPI Incremented	0.00	Arrears Interest Accrued	0.00
Arrears Accrual	0.00	Arrears Interest Incremented	0.00	Internal Credit Rating Code	12.5000
Interest Prepay Amount	0.00	Re-Draw	0.00	Re-Draw Indicator	
Term,EMI and Other Details					
Term	84	Term Basis	М	Loan Type	0
Discharge Reference		Remaining Repay	048	Booking Number	
Additional Loan	0.00	Last Arrears Date		Insurance	0.00
Repayment Rate	12.5000	Last Maintainence Date	16/03/2022	Approval Date	16/03/2022
Last Financial Date	01/03/2025	Repay Option	EMI	Last Advance Date	19/03/2022
First Installment Date	02/04/2022	TL Review Date			
Interest Details					
Interest Prepay Start		Interest Prepay Expiry		NPA Reckon Date	
Statement Frequency	N	Statement Cycle	0	Statement Day	0
Old IRAC Status	0	NEW IRAC Status	0	SMA Status	STD
Previous Year YTD Interest	310706.00	Current Year YTD Interest	249525.00	Advance Value	38849200.00
			54700000 00		0
UIPY	0	Security Amount	51799000.00	URI	U

#### 060451: Account Details

Customer Details Active Accounts Closed A	ccounts				
Details					
CIF Number		·			
Title	00	Name			
Tiered Customer Type	020601	Description	NON INDIVIDUAL-FIRMS		
Door / Flat No / Buiding / Society		Street / Road Name / Block		Locality / Village / Tehsil	_
District	Nagpur	Post Code	entit.	Country of Residence	IN
National Code	IN	KYC Details Updated On	17/06/2021	Risk Category Updated On	30/09/2024
State		District		Sub-District	2750504032:Nagpur (Urban)
Village/Town		Phone Home		Phone Business	
Customer Creation Date		Fax Number		Mobile Number	
ID Type		ID Number			
	Customer Limit		Number of Cards	00	
Statement Frequency	С	Currency	INR	Mail	
Customer Type	02	RMME ID		RMME Sub ID	
KYC					
Notice 1 for Partial freeze	16/10/2023	Notice 2 for Partial freeze	15/11/2023	Notice for A/c closure	
Account Details					
		Total Balance		Number Of Accounts	
Debit Balance(Loan)		0.00		3	
Debit Balance(Deposit)		-726797.45		1	
Credit Balance(Deposit)		2373124.00		8	
Total		-568484.45		13	
Debit Balance(CTA)		-2214811.00		1	
FWD & DER(CTA)		0.00			
Debit(Loan/Deposit)		726797.45		4	
Credit(Loan/Deposit)		2373124.00		8	
Net Worth		0.00			
INCA (Loan/deposit)		0.00			



#### 3. TDS & Statutory Deductions from CBS report:



## 3. Fraud Detection, CBS Audit Logs, & Compliance Reports

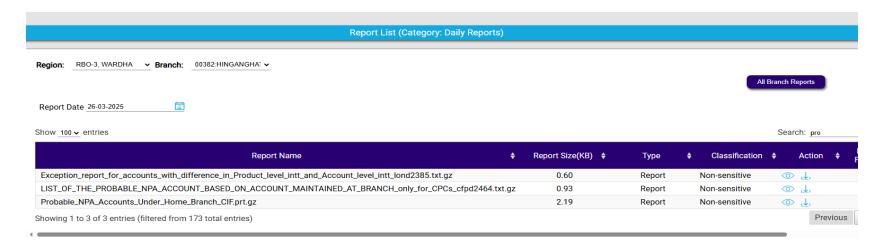
#### Fraud, Irregularities and Early Warning Signal (EWS):

- 1. <u>Identifying Unusual transactions and fraud indicators in CBS:</u>
- High Value transactions reports
- Early Warning Signal reports
- Physically verifying the vouchers/Files
- 2. Tracking frequent loan restructuring and ever greening cases:



#### <u>High-risk borrowers & stress asset monitoring</u> <u>reports:</u>

#### -Probable NPA Reports are available in CBS:



	Probable_NPA_Accounts_Under_Home_Branch_CIF.prt.gz	
REPORT ID: RP6051-01 AREA:	STATE BANK OF INDIA	RUN DATE: 27/03/2025 12:39 PROC DATE: 26/03/2025
	Probable NPA report of Home and Non Home Branch Accounts u	under Home Branch CIF as on 26032025
BRANCH NO:00000 BRANCH NAME:	•	PAGI
SR-NO ACCT-NUMBER ACCT-NAME	FACILITY LIMIT	OUTSTANDING-AMOUNT DRAWING-POWER IRREGULE
1 39956970039 PRASHAN HEROT BORKAT 2 40334397608 RUSUM W.A. WEAD DHAE 3 403944653 STERNER BO TLAL RAME	0 210000.00 0 160000.00 0 40000.00	1956220.00DR 2520000.00 78197.00DR 00.00 199523.04DR 00.00

## CBS Data Integrity, User Logs & Backdated Transaction Audit

- CBS-based audit trail & modification logs
- Maker-Checker controls in CBS & common compliance issues
- How to verify backdated entries & system adjustments:
- Maker-Checker controls in CBS & common compliance issues
- User log off/log in report
- Drawing Power report
- Capability Change report

## Regulatory Compliance & Year-End CBS Reports

- Key CBS reports for RBI compliance (CRILC, SMA, provisioning reports):
- CCDP Report and Capital Adequacy Reports,
   YSA, P&L, Trial Balance
- Verifying CBS-based GST, TDS & tax payments
- Centralized
- Common errors in CBS-based regulatory reporting