

STATE BANK OF INDIA OFFICERS' ASSOCIATION

(BENGAL CIRCLE)

(Registered under Trade Unions Act 1926-Regd. No. 6908)

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www.sbioabengal.com

IP No. 500077

Circular No. 110/2020

Date : 07.06.2020

To All Members (Please Circulate)

EMPOWERMENT SERIES WEEKLY KNOWLEDGE UPDATE

Knowledge brings power, confidence and satisfaction. State Bank of India Officers' Association(Bengal Circle) has taken lot of initiatives for the cause of members and our esteemed institution. As a part of sharing knowledge and keeping the members abreast with the recent changes now taking place in day to day banking, our Circle Association has now come out with yet another initiative in the name of "**WEEKLY KNOWLEDGE UPDATE**" under the "Empowerment" series. A gist of important e-Circulars issued w.e.f. 01.06.2020 will be compiled and circulated every week.

We are confident that our members will be immensely benefited in discharging their duties by keeping themselves updated.

SYNOPSIS OF CIRCULARS ISSUED BETWEEN 01.06.2020 TO 06.06.2020

Date	S.No	Circular No.	Topic	Gist of the Circular
01/06/2020	234	R&DB/S&DB-YONO/5/2020 - 21	YONO (PROJECT LOTUS):PERSONAL BANKING ADVANCES PRE-APPROVED PERSONAL LOANS-PAPL THROUGH YONO "PAPL-NAYI SHURUWAT" CAMPAIGN FROM 07.05.2020 to 27.05.2020 EXTENSION UP TO 31.05.2020	Extension of "PAPL-Nayi Shuruwat" campaign for further 4 days i.e. up to 31.05.2020 with revised targets.
01/06/2020	237	NBG/SME/SCFU-e-DFS/36/2020 - 21	ELECTRONIC DEALER FINANCE SCHEME (e-DFS) RENEWAL WITH MODIFICATION OF TIE UP WITH M/S UNIVERSAL CABLES LTD. FOR FINANCING THEIR DEALERS	e-DFS Renewal.
02/06/2020	239	CCO/CPD-ADV/29/2020-21	Modifications in the Partial Credit Guarantee (PCG) Scheme of Gol for Purchase of Pooled Assets from NBFCs/HFCs	Modifications / Relaxations in PCG Scheme by Gol as per Department of Financial Services (DFS) notification dated 20.05.2020. (I) Name of the scheme stands modified to 'Extended Partial Credit Guarantee Scheme' (II) Objective Modifications: To address temporary liquidity/cash flow mismatches of otherwise solvent NBFCs/HFCs. (III) Eligibility Modifications: Must have net profit in atleast one of the last three financial years. Account should have been regular or SMA-0 or SMA-1 due to technical reasons during the last one year prior to 01-08-2018. (IV) Asset Eligibility Modification: Only assets originated up to at least six months prior to the date of initial pool rating shall be eligible under this Scheme, provided that such assets have

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(BENGAL CIRCLE)

: 2 :

				<p>a repayment history, excluding any moratorium, of at least a clear six months.</p> <p>(V) Validity: The window for this one-time partial credit guarantee offered by Gol will remain open till 31st March, 2021 or till such date by which Rs. 10,000 crore worth of guarantees</p>								
02/06/2020	240	CFO/FRT-TAX/3/2020 - 21	<p>CASH WITHDRAWAL EXCEEDING RS 1.00 CRORE</p> <p>TAX DEDUCTION AT SOURCE UNDER SECTION 194 N</p>	<p>CHANGE PROPOSED IN FINANCE ACT 2020:-</p> <p>In case of a recipient who has not filed the Income Tax Return for all of the three previous years, for which the time limit to file return of income under section 139(1) has expired, immediately preceding the year in which the payment of the sum under 194N is made to him. The provision of this section shall apply with the modification as under;</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>Particulars</th> <th>Rate of TDS</th> </tr> </thead> <tbody> <tr> <td>Cash Withdrawals upto Rs. 20 Lacs</td> <td>NIL</td> </tr> <tr> <td>Cash Withdrawals from Rs. 20,00,001 to Rs. 1 Crore</td> <td>2 %</td> </tr> <tr> <td>Cash Withdrawals in excess of Rs. 1 Crore</td> <td>5 %</td> </tr> </tbody> </table>	Particulars	Rate of TDS	Cash Withdrawals upto Rs. 20 Lacs	NIL	Cash Withdrawals from Rs. 20,00,001 to Rs. 1 Crore	2 %	Cash Withdrawals in excess of Rs. 1 Crore	5 %
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02/06/2020	241	NBG/SME/SCFU-e-DFS/38/2020 - 21	<p>SUPPLY CHAIN FINANCE</p> <p>ELECTRONIC DEALER FINANCE SCHEME (e-DFS)</p> <p>RENEWAL OF TIE-UP M/S M/S DHANUKA AGRITECH LTD (DATL)</p> <p>FOR FINANCING THEIR DEALERS</p>	e-DFS Renewal.								
03/06/2020	243	NBG/SME/SCFU-e-DFS/39/2020 - 21	<p>SUPPLY CHAIN FINANCE</p> <p>ELECTRONIC DEALER FINANCE SCHEME (e-DFS)</p> <p>RENEWAL OF TIE-UP M/S RELIANCE CEMENT COMPANY (P) LTD (RCCPL)</p>	e-DFS Renewal.								

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State Bank of India Officers' Association
(BENGAL CIRCLE)

: 3 :

			FOR FINANCING THEIR DISTRIBUTORS / DEALERS									
03/06/2020	244	NBG/SME/SCFU-e-DFS/40/2020 - 21	SUPPLY CHAIN FINANCE ELECTRONIC DEALER FINANCE SCHEME (e-DFS) RENEWAL OF TIE-UP M/S BIRLA CORPORATION LTD (BCL) FOR FINANCING THEIR THEIR DISTRIBUTORS / DEALERS	e-DFS Renewal.								
04/06/2020	245	NBG/PBU/PL-SCHOLAR/11/2020 - 21	PERSONAL BANKING ADVANCES EDUCATION LOAN - SCHOLAR LOAN SCHEME I. INCLUSION OF NEW INSTITUTE II. RECLASSIFICATION OF INSTITUTES	I. INCLUSION OF NEW INSTITUTE: <table border="1" style="width: 100%;"> <thead> <tr> <th>Name of the Institute</th> <th>Courses Included</th> <th>List</th> <th>Mapped Branch</th> </tr> </thead> <tbody> <tr> <td>Indian Institute of Information Technology Vadodara (IIIT-V)</td> <td>B. Tech in Information Technology B. Tech in Computer Science Engineering</td> <td>B</td> <td>Sector-11, Gandhinagar (60228)</td> </tr> </tbody> </table>	Name of the Institute	Courses Included	List	Mapped Branch	Indian Institute of Information Technology Vadodara (IIIT-V)	B. Tech in Information Technology B. Tech in Computer Science Engineering	B	Sector-11, Gandhinagar (60228)
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Indian Institute of Information Technology Vadodara (IIIT-V)	B. Tech in Information Technology B. Tech in Computer Science Engineering	B	Sector-11, Gandhinagar (60228)									
04/06/2020	246	CCO/CPD-ADV/30/2020 - 21	RISK GRADING OF SECTORS/ INDUSTRIES INDUSTRY RISK PREMIUM (IRP)	It has been decided that IRP for the financial year 2020-2021, for the identified high & medium risk sectors, has to be recovered on an annual basis synchronising with the review of the industries / sectors by the Bank and not at the time of review of interest rates. IRP shall be added to the spread in all applicable cases from April 2020 to March 2021, notwithstanding the movement of CRA / ECR of the borrower. <table border="1" style="width: 100%;"> <thead> <tr> <th></th> <th>Risk Grade</th> <th>Sector/Industry</th> <th>IRP</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>High Risk</td> <td>Aviation, Edible Oil, Hotel, Iron & Steel, NBFC, Power,</td> <td>20 bps</td> </tr> </tbody> </table>		Risk Grade	Sector/Industry	IRP	1	High Risk	Aviation, Edible Oil, Hotel, Iron & Steel, NBFC, Power,	20 bps
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State Bank of India Officers' Association
(BENGAL CIRCLE)

: 6 :

				Articles of Agreement for financing SHGs-executed by Authorized Representatives. Arrangement Letter
04/06/2020	249	R&DB/CM&CS - CS/2/2020 - 21	STANDARD OPERATING PROCEDURE (SOP) FOR COMMITTEES ON CUSTOMER SERVICE AT ALL LEVELS.	It has been decided that the various Customer Service Committees (CSC) shall submit periodical reports to the appropriate authorities, giving inputs / suggestions. Such inputs / suggestions shall be deliberated upon in the next higher Committee up to the Standing Committee on Customer Service (SCCS) at Corporate Centre level. The Standing Committee on Customer Service will provide relevant feedback to the Customer Service Committee of the Board (CSCB) for necessary policy / procedural action. This will ensure seamless flow of inputs / suggestions up to the Apex level.
04/06/2020	250	CAG/CMP-DW/3/2020 - 21	CASH MANAGEMENT PRODUCT: DIVIDEND WARRANT M/s SBI CARDS AND PAYMENT SERVICES LIMITED – Interim Dividend 2020-2021	At the request of M/s SBI CARDS AND PAYMENT SERVICES LIMITED – for payment of Interim dividend for the year 2020-21 Account No 39313805957 It has been decided by the appropriate authority to extend the facility of payment of their Dividend Warrant "AT PAR" at ALL Branches of State Bank of India in India. DIVIDEND WARRANT IS TO BE PAID IN CORE BANKING SOLUTION THROUGH FOLLOWING MENU:- "+Service Branch/Clearing house – Dividend Warrant" Payment only. The Dividend Warrants invariably be paid through Menu "+Service Branch/clearing house – dividend Warrants Menu – Payment" in Core Banking Solution only"
04/06/2020	251	R&DB/S&DB-YONO/6/2020 - 21	PROJECT LOTUS: FINANCIAL SUPERSTORE STAFF CAMPAIGN: YONO	With a view to encourage all staff members to maximize the adoption of e-Apply on YONO Branch Portal for SBI Credit Card application, it has been decided to launch a campaign from 01/06/2020 to 30/06/2020 (both days inclusive).

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State Bank of India Officers' Association
(BENGAL CIRCLE)

: 7 :

			- SBI CARD e- APPLY SHIKHAR - II CAMPAIGN FROM 01/06/2020 TO 30/06/2020																						
05/06/2020	252	CCO/CPD- ADV/31/2020 - 21	STOCK AND RECEIVABLE AUDIT (SRA) - CLOSURE OF SRA REPORT MODIFICATION IN AUTHORITY STRUCTURE	As per extant instructions, the following are the instructions for closure of the SRA report: i) List of illustrative Key Risk Matrix for closure of SRA Report (as per annexure III of Master Circular) are to be examined and action to be taken accordingly. ii) Preliminary action taken report is to be placed before the Branch Head by the Relationship Manager of the account within 20 days from the date of receipt of the report. Timeline for completion of pending observations of SRA is to be highlighted in the ATR. iii) If the inputs / observations of SRA Auditor contain any of the 'Early Warning Signals' or any other key risk indicators attributing deterioration of health of the underlying assets, they may be dealt with duly complying with the bank's extant guidelines. iv) Final 'Action Taken Report' (ATR) is to be submitted to the appropriate authority within 30 days from the date of receipt of the report for its closure. The authority structure for closure of SRA report is revised as under: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th rowspan="2">Vertical</th> <th rowspan="2">Authority Structure for closure of SRA report</th> <th colspan="2">Sanctions of credit proposals by:</th> </tr> <tr> <th>Extant instructions</th> <th>Revised instructions</th> </tr> </thead> <tbody> <tr> <td rowspan="2">NBG</td> <td>DGM (B&O)</td> <td>Up to powers of ZCC</td> <td>Upto powers of CLCC</td> </tr> <tr> <td>DGM & CCO</td> <td colspan="2">By all other higher committees upto ECCB - No change</td> </tr> <tr> <td>CCG</td> <td>DGM (Branch Head)</td> <td colspan="2">All Committees - No change.</td> </tr> <tr> <td>CAG</td> <td>GM (Regional Head)</td> <td colspan="2">All Committees - No change.</td> </tr> </tbody> </table>	Vertical	Authority Structure for closure of SRA report	Sanctions of credit proposals by:		Extant instructions	Revised instructions	NBG	DGM (B&O)	Up to powers of ZCC	Upto powers of CLCC	DGM & CCO	By all other higher committees upto ECCB - No change		CCG	DGM (Branch Head)	All Committees - No change.		CAG	GM (Regional Head)	All Committees - No change.	
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: 8 :

05/06/2020	253	NBG/SMEBU-SME ADVANC/20/2020 - 21	SME Advances- RBI COVID-19 Regulatory Package i) Liberalized Working Capital Assessment (LWCA) Scheme for MSME borrowers Max. Limits upto Rs. 5.00 crores (Including Revised Limits) ii) Liberalized Working Capital assessment (LWCA) Scheme for MSME borrowers having Limits above Rs. 5.00 crores	RBI has now issued further guidelines vide its Circular No. RBI/2019-20/244, DOR.No.BP.BC.71/21.04.048/2019-20 dated 23.05.2020 on extension of timelines for Moratorium, Asset classification and easing of working capital financing up to 31.08.2020. In this context, the validity of LWCA Schemes has been extended up to 31.08.2020, in line with the RBI guidelines.						
05/06/2020	254	NBG/SME/SCFU-e- DFS/41/2020 - 21	SUPPLY CHAIN FINANCE ELECTRONIC DEALER FINANCING SCHEME (e-DFS) RENEWAL OF TIE- UP WITH M/S PARAG MILK FOODS LTD. (PMFL)	e-DFS Renewal.						
05/06/2020	255	NBG/CVE- BU/GENERAL/5/2020 - 21	Customer Value Enhancement Business Unit: Campaign for Broad Basing Cross Selling Activity SBI Life: "Utkarsh - Ek Nayi Shuruyat" SBI General: "Unnati -Safalta ki Ore"	Proposal to launch two campaigns for the month of June & July 2020 for SBI Life & SBI General.						
05/06/2020	256	NBG/RE,H&HD- HL/12/2020 - 21	REHBU: HOME LOANS SBI REALTY SCHEME	Modification of Product Parameters of SBI Realty Scheme: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Parameter</th> <th style="width: 33%;">Extant Norms</th> <th style="width: 33%;">Revised Norms</th> </tr> </thead> <tbody> <tr> <td>Loan tenor</td> <td>Maximum of</td> <td>i) For arriving at</td> </tr> </tbody> </table>	Parameter	Extant Norms	Revised Norms	Loan tenor	Maximum of	i) For arriving at
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: 9 :

			MODIFICATION/R EVIEW		120 months. No moratorium period will be permitted in any case. EMIs will commence from the next month from the month of disbursement	quantum of loan and EMI, notional period of maximum up to 10 years will be considered. No moratorium period will be permitted in any case. EMIs will commence from the next month from the month of disbursement ii) However, in case the construction of house is not completed and a completion certificate is not submitted by borrowers within the stipulated period of 5 years from the date of first disbursement, the amount of the loan or the balance outstanding with applicable interest shall be repayable within 5 years and in the event of failure to fully repay the loan amount / loan outstanding with applicable interest within 5 years, the account shall be classified as NPA manually and such steps shall be initiated to recover its dues and enforce the security as per Bank's extant
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: 10 :

						<p>instruction.</p> <p>iii) In case the construction of house is completed and a completion certificate is submitted by borrowers within the stipulated period of 5 years from the date of first disbursement, the Realty loan account will be converted to Home Loan account. The product code of Realty Account will be changed manually in CBS to normal Home Loan scheme and the interest rate in the account will be reset w.e.f. the date of submission of completion certificate and after confirming the construction of house on the plot financed under Realty Scheme at prevailing Home loan interest rate linked to EBLR on the date of reset. While converting the Realty loan account to Home loan product, the existing EMI amount and residual loan tenure will be retained.</p> <p>iv) An undertaking from customers to this effect will be obtained as per</p>
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: 11 :

						annexure A.
				Penal Interest	Penal Interest to be charged in case, the construction of house is not completed and a completion certificate is not submitted by borrowers within the stipulated period of 5 years from the date of first disbursement.	Penal interest will not be charged.
				Inspection	i) Inspection should be carried out every year after completion of 3 years from the date of disbursement till existing borrowers submit completion certificate and the Realty loan account is converted to Home Loan account. Wherever, customers have availed construction finance from us, extant instruction as per circular no Circular No NBG/RE, H&HDHL/40/2 016 – 17	i) No Change ii) On completion of inspection, Inspection details will be recorded in CBS. Borrowers who have not Completed construction should be sent letters/ mails half yearly to complete construction and submit completion certificate. Borrowers who have not completed construction should be sent quarterly notices from the start of 5 th year (from the date of disbursement) advising them to complete construction or repay the loan within 5 years from the date of first disbursement of

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State Bank of India Officers' Association
(BENGAL CIRCLE)

: 12 :

					<p>dated 23.11.2016 to be adhered to.</p> <p>loan.</p> <p>iii) An exception report with granular data of Realty loan accounts which have completed 3 years from the date of first disbursement where yearly inspection has not been carried out will be placed in report folders of RACPC/ RASMEC/ Branches. The IT development of this facility is under process which will be rolled out shortly.</p>
				<p>Loan documents</p> <p>/Security documents</p>	<p>i) Additional clause for Memorandum of Term Loan Agreement for Home Loans to be entered as under:</p> <p>The house should be constructed on the plot financed by the Bank within a period of 5 years from the date of first disbursement of the loan and completion certificate should be submitted to the Bank within 5 years from the date of first disbursement. In case of failure to construct the house and/or non- submission of completion certificate within the stipulated time period of 5 years from the date of first disbursement, the amount of the loan or the balance outstanding with applicable interest shall be repayable at once and in the event of failure to fully repay the loan amount / loan outstanding with applicable interest the account shall be classified as NPA and the Bank shall be at liberty to take such steps to recover its dues and enforce the security as provided under law .</p> <p>ii) Clause 4 c of Arrangement letter for SBI Realty scheme to be replaced as under: "The house should be constructed on the plot financed by the Bank within a period of 5 years from the date of first disbursement of</p>

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State Bank of India Officers' Association
(BENGAL CIRCLE)

: 13 :

				<p>the loan and completion certificate should be submitted to the Bank within 5 years from the date of first disbursement. In case of failure to construct the house and/or non-submission of completion certificate within the stipulated time period of 5 years from the date of first disbursement, the amount of the loan or the balance outstanding with applicable interest shall be repayable at once and in the event of failure to fully repay the loan amount / loan outstanding with applicable interest the account shall be classified as NPA and the Bank shall be at liberty to take such steps to recover its dues and enforce the security as provided under the law.</p>
05/06/2020	257	NBG/NBG/AC-NBG-ATM/2/2020 - 21	STANDARD OPERATING PROCEDURE (SOP) ON SECURITY OF ATMs	SOP on Security of ATMs.
06/06/2020	258	CCO/CPPD-ADV/32/2020 - 21	LEASE RENTAL DISCOUNTING (LRD) SCHEME REVIEW & MODIFICATIONS	<p>Addition/Modification in the existing scheme:</p> <ul style="list-style-type: none"> • Maximum Loan Limit for CCG Branches increased to Rs. 1,200 Crore. In case of exceptionally reputed builders the Sanctioning Authority may consider loan up to Rs. 2,000 crore (No deviation will be permitted in the maximum Loan amount.) • Personal Guarantee of Promoter not required for Private Equity Investor of repute. • Option of Step-up or Negotiated schedule of repayment. • Debt Service Reserve Account (DSRA) reduced from existing 6 months EMI to 3 months EMI. • No new exposure in respect of finance to Retail Malls.
06/06/2020	259	NBG/FIMF/BC/CSP/4/2020 - 21	Business Correspondent (BC) Channel Visit to CSP outlets by Bank Officials and BCFs	<ul style="list-style-type: none"> • BCFs are now required to undertake visits of 75 CSPs in a month at monthly intervals as against the existing guidelines stipulating 50 CSPs at fortnightly intervals (100 visits a month) • Bank officials (Link Branches/ DSH officials) are required to undertake the visits invariably at the monthly intervals and ensure that no CSP outlets remains unvisited during the month

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: 14 :

				<ul style="list-style-type: none">• The DSHs may not be fully functional initially due to COVID-19 Pandemic. CSP visit therefore will continue to remain the primary responsibility of Link Branches till such time the pandemic scenario continues and DSHs are not functional .• Either Link Branch Official / DSH Official or any Bank official shall visit the linked CSPs at least once in a month till 30th July 2020 or till the pandemic scenario continues, whichever is later. (Mobile App functionality can be used for conducting the visit without the requirement of mapping of the Link Branch/DSH for conducting the visit).• As the DSHs become functional the link branches will be relieved of the responsibility of the CSP visits. It will be coordinated by the Circle and Corporate Centre advised.
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With revolutionary greetings,



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