

STATE BANK OF INDIA OFFICERS' ASSOCIATION

(BENGAL CIRCLE)

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

1, STRAND ROAD, KOLKATA-700 001.

Phone: (033) 2210 2210



e-mail: sbioabengalcircle@gmail.com
www.sbioabengal.com

Circular No. 116/2025

Date: 07.09.2025

To All Members (Please Circulate)

EMPOWERMENT SERIES WEEKLY KNOWLEDGE UPDATE

01.09.2025 to 06.09.2025

As a part of "WEEKLY KNOWLEDGE UPDATE", we have once again compiled gist of e-circulars for the period 01.09.2025 to 06.09.2025. We are delighted to bring out this compilation under **Empowerment Series** for circulation amongst members.

SYNOPSIS OF CIRCULARS ISSUED BETWEEN 01.09.2025 & 06.09.2025

| SI NO | CIRCULAR DATE | MASTERS SR NO. | DEPARTMENTS NO. | SUBJECT | GIST OF CIRCULAR |
|-------|---------------|----------------|-----------------------------------|--|--|
| 1 | 01-09-2025 | 610/2025 - 26 | R&DB/P&SP/FTC/12/2025 - 26 | STATE BANK FOREIGN TRAVEL CARD (SBFTC) CAMPAIGN "MISSION PRAYAS" - FROM 01.09.2025 TO 30.11.2025 | To harness the full potential of the ongoing peak travel and education season and in view of the recent product enhancements, the competent authority has accorded approval to launch the mentioned campaign. The campaign aims to capitalize on these enhancements, with a target of 30000 new FTC Card issuance & USD 90.00 million loads/reloads. The circle wise campaign targets are detailed in Annex-A |
| 2 | 01-09-2025 | 611/2025 - 26 | CRO/Op-Risk/14/2025 - 26 | MASTER CIRCULAR ON OPERATIONAL RISK MANAGEMENT | It is a summary of all existing instructions and reference to the concerned e-circulars, policies, and manuals related to various aspects of operational risks, and divided into 7 chapters as mentioned in circular. It is uploaded on ORM Dept site as under: SBI Times>>Department 2>>Risk Management Dept>>Informative>>ORM Dept>>Policies>>Miscellaneous |
| 3 | 01-09-2025 | 612/2025 - 26 | NBG/SMEBU-SME ADVANC/44/2025 - 26 | SMEBU: "SBI EV MITRA"- NEW TIE-UP WITH TESCO CHARGE ZONE LIMITED (BRAND NAME: CHARGEZONE) | The product SBI EV Mitra was launched in Oct 24 to finance the unit intending to setup EV Public Charging infrastructure vide the circular No. NBG/SMEBU-SME ADVANC/65/2024-25 dated 16.10.2024. Now, SME has entered into a new tieup with charging point Operator (CPO) TESCO CHARGE ZONE LIMITED (BRAND NAME: CHARGEZONE), one of the reputed CPOs. The leads referred by Chargezone will also be considered for financing under the product. |
| 4 | 01-09-2025 | 613/2025 - 26 | CFO/FRT-GENERAL/6/2025 - 26 | POLICY ON FINANCIAL REPORTING OF CLAIMS AGAINST THE BANK NOT ACKNOWLEDGED AS DEBTS | Please refer to the Bank's Policy on "Financial Reporting of Claims against the Bank not acknowledged as Debts". The Policy deals with the aspects relating to financial reporting of suits filed against Bank (filed by Borrowers, Customers, Landlords, Staff, Central/State Government and Local bodies/authorities etc.) and claims of tax authorities in the nature of demand notices/show cause notices. These claims are treated as Contingent Liability in quarterly/yearly financial statements until final verdict is given by the Court of Law or the forum where the claims are filed. 2. The objective of the Policy is to ensure independent/ unbiased financial reporting through provisions as mentioned in circular |
| 5 | 01-09-2025 | 614/2025 - 26 | CRO/RM FPMD/5/2025 - 26 | COMPENDIUM OF CIRCULARS ON FRAUD RISK MANAGEMENT | In compliance to the RBI's revised Master Directions on Fraud Risk Management (latest updated on 15.07.2024) and Bank's policy and SOP on the matter, time to time FPMD is issuing various circulars to guide the operating functionaries. 2. In order to facilitate the operating functionaries to have a consolidated view of all the relevant Circulars/ instructions issued on Fraud Risk Management at one place, a compendium of relevant circulars /instructions issued by the department has been prepared. |
| 6 | 01-09-2025 | 615/2025 - 26 | GMUK/GMU/SP-MISC/15/2025 - 26 | INTERNATIONAL BANKING BUSINESS HANDLED BY 'B' CATEGORY BRANCHES ANNUAL REVIEW AS ON 30TH JUNE 2025 | Review, rationalization & proper monitoring of Forex enabled branches to reduce Operational Risk |

Shubhajyoti Chattopadhyay

General Secretary

Mobile : 9434551152

State Bank of India Officers' Association
(BENGAL CIRCLE)

: 2 :

| SI NO | CIRCULAR DATE | MASTERS SR NO. | DEPARTMENTS NO. | SUBJECT | GIST OF CIRCULAR |
|-------|---------------|----------------|-------------------------------|---|---|
| 7 | 01-09-2025 | 616/2025 - 26 | NBG/RE,H&HD-HL/32/2025 - 26 | CREATION OF MORTGAGE ON THE BASIS OF ONLINE REGISTERED SALE DEED (STATE OF MAHARASHTRA) | Please refer to the recent trend of online registration of sale deed via electronic e-Registration mode currently implemented in the state of Maharashtra and advise that since Agreement to Sale registered through e-Registration can be printed number of times and available in the original form in digital mode, there cannot be equitable mortgage on basis of Agreement to Sale / Title Deed which is stored digitally as there is no original physical copy. Therefore, Registered Mortgage is mandatory in all cases where Agreement to Sale/Title Deed is registered through e-Registration mode in Maharashtra or any other State/UT |
| 8 | 01-09-2025 | 617/2025 - 26 | NBG/RE,H&HD-HL/33/2025 - 26 | SUBSEQUENT DISBURSEMENT FROM MAINTENANCE MODULE | IT development of subsequent disbursement through Maintenance Module of RLMS has been completed and rolled out for operating functionaries. A new icon named "RLMS Subsequent Disbursement under maintenance module has been created. All subsequent disbursement for Home and Home Related Loans, sanctioned in RLMS, will be processed through Maintenance Module only. The process flow for the subsequent disbursement is as below: a) In Maintenance Module, maker will assign the application to himself / herself using "RLMS Subsequent Disbursement" Tab. b) Maker will update the disbursement schedule and send the subsequent disbursement request for approval. c) Checker will approve the request using "RLMS Subsequent Disbursement" Tab. d) Subsequent disbursement for Home and Home Related Loans, sanctioned outside RLMS and came for subsequent disbursement now, will be continued from "LOS/CBS subsequent disbursement" under Maintenance Module. |
| 9 | 01-09-2025 | 618/2025 - 26 | NBG/PBBU/NRI-GEN/12/2025 - 26 | NRI SERVICES: NRI TOTAL DEPOSIT DRIVE MISSION – RS 120 BILLION: PERIOD: 01.09.2025 TO 31.12.2025 | It has been decided by the competent authority to roll out an NRI total deposits drive from 01.09.2025 to 31.12.2025. This drive will enable us to reach out to maximum number of NRI customers (ETB / NTB). It also leverages the opportunity for exponential NRI deposit business during the festive homecoming season. The salient features of the Campaign are as under: Drive Name: Mission 120 billion Period: 01.09.2025 to 31.12.2025 (both dates inclusive) Objective: i) Improve growth in NRI deposit to maintain leadership position in industry. ii) Improve market share in NRI deposits. Targets: 12,000 Crore Qualifying Criteria: 80% of Campaign target |
| 10 | 01-09-2025 | 619/2025 - 26 | NBG/PBBU/NRI-GEN/13/2025 - 26 | NRI SERVICES: NRI NEW ACCOUNT FUNDING DRIVE –UNLOCK THE POTENTIAL PERIOD: 01.09.2025 TO 31.12.2025 | Review, rationalization & proper monitoring of Forex enabled branches to reduce Operational Risk |
| 11 | 01-09-2025 | 620/2025 - 26 | NBG/TBU-CAMPAIGN/10/2025 - 26 | TRANSACTION BANKING MARKETING DEPARTMENT LAUNCH OF "KAIZEN 2.0 - CONTINUOUS IMPROVEMENT" CAMPAIGN FOR OPENING OF CURRENT ACCOUNT THROUGH VKYC 01ST SEPTEMBER 2025 TO 30TH NOVEMBER 2025 | To further strengthen VKYC adoption and align with Ease 8.0 guidelines, we are now launching the "KAIZEN 2.0" campaign with enhanced inclusivity and targeted focus. A Special Weightage for accounts opened by Women Entrepreneur is envisaged in this campaign. This aligns with Ease 8.0 agenda on Socio-economic Impact. Action point 11.3 Drive financial empowerment states that: - "Banks are expected to address the unique financial needs/service requirements by leveraging technology (e.g., specialized banking products, service preferences, gamification for financial planning etc.) for key segments, such as women, youth, and senior citizens". |
| 12 | 01-09-2025 | 621/2025 - 26 | CCG/TFR/6/2025 - 26 | TRADE FINANCE REVAMP: STANDARD OPERATING PROCEDURE (SOP)- SHIPPING GUARANTEE/DELIVERY ORDER | Please refer to Circular No.: DB & T/DB & T - B/1/2025 - 26 Dated 21/06 which the operating units were advised regarding roll out of various Import and Foreign Bank Guarantee journeys under TF Revamp including Shipping Guarantee/Delivery Order. For the benefit of operating staff, SOP has been formulated enlisting complete process of the captioned journey and the same is available as Annexure I to this circular 2. The SOP is also placed on 'SBI Times' at the following path: "My Workplace >> Manuals/ Master Circular / Policies / SOP >> SOPs >> CCG" 3. The SOP is subject to review every three years or whenever there is change/modification in the instructions/processes |

Shubhajyoti Chattopadhyay
General Secretary
Mobile : 9434551152

State Bank of India Officers' Association

(BENGAL CIRCLE)

: 3 :

| SI NO | CIRCULAR DATE | MASTERS SR NO. | DEPARTMENTS NO. | SUBJECT | GIST OF CIRCULAR |
|-------|---------------|----------------|--------------------------------------|---|---|
| 13 | 02-09-2025 | 622/2025 - 26 | CRO/ORMD- GOVERNANCE/15/2025 - 26 | ADDENDUM TO OPERATIONAL RISK MANAGEMENT (ORM) POLICY V18.0: ADDITION IN OPERATIONAL RISK TAXONOMY | Please refer to the e-Circular no. CRO/Op-Risk/10/2025-26 dated 15.07.2025 wherein ORM Policy V 18.0 was issued after review and approval by the Central Board. 2. As per EASE 8.0 propositions risks addendum to ORM Policy has been done. 3. Accordingly, the following risks have been added in Operational Risk Taxonomy of the policy as Annexure - 7A: Information Security (Incl. Cyber) Technology Related risk Data Management Conduct Risk Model risk Third party risk Financial Fraud 4. The reviewed ORM Policy has also been uploaded on Risk Management Department's site under the following path: SBI Times >> Departments 2 >>Risk Management Dept. >> ORM Dept. >> ORM Policies >> ORM (Operational Risk Management) Policy |
| 14 | 02-09-2025 | 623/2025 - 26 | NBG/SMEBU- WAREHOUSE/45/2025 - 26 | COMMODITY BACKED WAREHOUSE RECEIPT (WHR) FINANCE (NEW PRODUCT CODE FOR ENWR) | In terms of WHR pledge finance against eNWR (Electronic Negotiable Warehouse Receipt) through repository NeRL and CCRL, it was felt that new product codes are required to be created to assess the business booked through Electronic Negotiable Warehouse Receipt (eNWR). Accordingly, the new product codes have been created and enabled in LLMS/CBS, which will further be used for processing of new loans under WHR product finance against eNWR |
| 15 | 02-09-2025 | 624/2025 - 26 | NBG/SMEBU-SME ADVANC/46/2025 - 26 | REVIEW OF SMEC/RASMEC RANKING PARAMETERS | In view of the enhanced priorities under SMEBU, SMEC/RASMEC ranking parameters have been revised with effect from 01.08.2025. The comparative chart for existing and revised parameters is placed at Annexure-A. Revised parameters are placed at Annexure-B. |
| 16 | 02-09-2025 | 625/2025 - 26 | R&DB/AGNYBKG- CTS/11/2025 - 26 | E-CIRCULAR ON SOP FOR CTS CONTINUOUS CLEARING | RBI has issued instructions on implementation of CTS Continuous Clearing vide circular no RBI/2025-26/73 CO. DPSS.RLPD. No. S536/04-07-001/2025-2026 dated 13.08.2025 (copy enclosed), wherein it has been decided to transition the current approach of CTS Batch processing to CTS Continuous Clearing and Settlement on Realization in two phases. Phase-1 shall be implemented from 4th October 2025 and Phase-2 from 3rd January 2026 as below. |
| 17 | 03-09-2025 | 626/2025 - 26 | NBG/PB/C^ITU- RSP/15/2025 - 26 | SBI ROYALE: MODIFICATIONS- EXTENDING BENEFITS UNDER SBI ROYALE VARIANT TO INDIAN FOREST SERVICES (IFS) UNDER CENTRAL GOVERNMENT SALARY PACKAGE | THIS CIRCULAR STANDS WITHDRAWS |
| 18 | 03-09-2025 | 627/2025 - 26 | NBG/PB/C^ITU- CGSP/16/2025 - 26 | SALARY PACKAGE- SBI ROYALE: MODIFICATIONS- EXTENDING BENEFITS UNDER SBI ROYALE VARIANT TO INDIAN FOREST SERVICES (IFS) UNDER CENTRAL GOVERNMENT SALARY PACKAGE | SBI Royale has been rolled out as variant for IAS and IPS Officers under Central Government Salary Package and Police Salary Package vide e -circular no. NBG/PB/C^ITU-SP/10/2024 25 dated 04.02.2025. Competent authority has now approved to extend the benefits under SBI Royale variant to all three All India Services as per the provisions of All India Services Act 1951. They are Indian Administrative Services (IAS), Indian Police Services (IPS) and Indian Forest Services (IFS). |
| 19 | 03-09-2025 | 628/2025 - 26 | IT/GLOBALIT- DMO/6/2025 - 26 | SOP ON DATA SHARING V4.0 | The updated SOP on Data Sharing v4.0 was approved by DMD(IT) on 18.01.2025 (enclosed as Annexure 1) Major changes in the SOP on Data Sharing v4.0 are as under: i. Roles, Responsibilities and Accountability of stakeholders such as Dataset Owner, Information Technology (IT), Data User has been enhanced. ii. New sections (i.e "Do's & Don'ts" and FAQs) added to guide users on common queries to increase awareness and compliance among employees, ensuring clarity in roles, responsibilities, and reporting mechanisms. SOP on Data Sharing v4.0 is placed at: SBI Times >> My Workplace >> Manuals / Master Circular / Policies / SOP >> SOP >>DMO>> SOP on Data Sharing v4.0 |

Shubhajyoti Chattopadhyay
General Secretary
Mobile : 9434551152

State Bank of India Officers' Association
(BENGAL CIRCLE)

: 4 :

| SI NO | CIRCULAR DATE | MASTERS SR NO. | DEPARTMENTS NO. | SUBJECT | GIST OF CIRCULAR |
|-------|---------------|----------------|--------------------------------------|--|---|
| 20 | 03-09-2025 | 629/2025 - 26 | IT/GLOBALIT-DMO/7/2025 - 26 | SOP OF DATA LOSS PREVENTION V3.0 | SOP on Data Loss Prevention is in place since May 2020 and is being reviewed once in three years. The last version (2.0) of the SOP issued on 09.08.2022 was reviewed and the suggestions/observations received from ORMD, ISD and Compliance Departments were incorporated therein. The updated SOP on Data Loss Prevention v3.0 was approved by DMD(IT) on 19.08.2025 (enclosed as Annexure A). Major changes in the SOP of Data Loss Prevention v3.0 are as under: 1. The periodicity of DLP review has been revised from six-monthly to quarterly as recommended in the DLP Committee Meeting. ii. DGM level Sub Committee has been formed better oversight and pointed discussion in DLP committee with enhanced responsibilities of stakeholders such as PE-1, ISD, IBG, BUs, and end-users as recommended. iii. New sections (i.e "Do's & Don'ts", FAQs, and Contact Section) added to guide users on DLP incident handling, common queries, and contact details to increase awareness and compliance among employees, ensuring clarity in roles, responsibilities, and reporting mechanisms. SOP of Data Loss Prevention v3.0 is also placed at SBI Times >> My Workplace >> Manuals / Master Circular / Policies / SOP >> Policies >> DMO>> SOP of Data Loss Prevention v3.0 |
| 21 | 03-09-2025 | 630/2025 - 26 | NBG/SMEBU-SME ADVANC/47/2025 - 26 | REVIEW OF DGM SME RANKING PARAMETERS FROM JULY- 2025 | In view of the enhanced priorities under SMEBU. DGM.SME ranking parameters have been revised with effect from 01.07.2025. The comparative chart for existing and revised parameters is placed at Annexure-A. Revised parameters are placed at Annexure-B. |
| 22 | 03-09-2025 | 631/2025 - 26 | CCO/CPPD-ADV/50/2025 - 26 | REVIEW OF SOP ON AUTOMATION OF INCOME RECOGNITION, ASSET CLASSIFICATION AND PROVISIONING PROCESS (IRACP) | Please refer to circular no. CCO/CPPD-ADV/140/2021-22 dated 17th March 2022 on Standard Operating Procedures (SOP) on 'updated logic on Income Recognition, Asset Classification (IRAC) process in CBS' wherein updated logic on IRAC processes were issued. 2. Significant developments and modifications have been made in the process since the last review of SOP on IRACP. As part of the review exercise, the SOP on IRACP has been updated with these modifications and incorporated with process flow for manual upgrade/ downgrade of accounts as well as provisioning requirements. The Reviewed SOP has been placed at Annexure I. |
| 23 | 03-09-2025 | 632/2025 - 26 | CDO/Security-Arrangement/2/2025 - 26 | SOP ON ANNUAL PHYSICAL SECURITY AUDIT (APSA) | Please refer to e-Circular CDO/SECURITY-SEC PRE/1/2020-21 dated 27.10.2020 on "Security arrangements at branches and offices: Standard Operating Procedure for Online Security Audit and compliance process at branches and offices in State Bank of India". 2. SOP on Annual Physical Security Audit (APSA), formerly known as Online Security Audit (OLSA), has been formulated incorporating the changes in APSA process flow and format. The SOP is placed at Annexure-1. The revised process flow of APSA is as below. Annual Physical Security Audit by Security Officer (SO) → Submission of APSA report by Security Officer in SGMS portal → Submission of observations by Controller → Submission of Compliance remarks by BM → Recommendation/ Rejection by Controller → Closure/ Rejection by Team of SOs in LHO. |
| 24 | 03-09-2025 | 633/2025 - 26 | RB&O/OPS-KYC/KYC/8/2025 - 26 | VALIDATION OF GSTIN-ROLL OUT OF FUNCTIONALITY | Please refer to Circular number R&DB/OPS-KYC/KYC/9/2024-25 dated 02.12.2024, wherein it has been advised that data validation is required to be done from respective portals for proper CDD. To facilitate the branches a functionality has been rolled out for the GST identification number validation both in CIF creation and CIF amendment. 2. At the time of CIF creation and CIF amendment of the customer, the teller has to select ID number 70 for GST REGN CERTIFICATE in ID1 and enter the GSTIN number, System prompts to verify GSTIN number 3. Operating functionaries shall confirm the details popped up with the details provided in the account opening form and shall go forward for opening of the account only if the details match and GSTIN status is 'Active'. 4. In all cases, where GSTIN is used for ID1, a screen printout to be taken confirming validations duly authorized by the authorizing official and to be submitted to LCPC along with AOF/KYC Annexures. |

Shubhajyoti Chattopadhyay
General Secretary
Mobile : 9434551152

State Bank of India Officers' Association

(BENGAL CIRCLE)

: 5 :

| SI NO | CIRCULAR DATE | MASTERS SR NO. | DEPARTMENTS NO. | SUBJECT | GIST OF CIRCULAR |
|-------|---------------|----------------|---------------------------------|---|--|
| 25 | 03-09-2025 | 634/2025 - 26 | ABU&GSS/ABU-MC&SHG/39/2025 - 26 | ABU & GSS DEPT : SHG ADVANCES "SAMOOH SE SAMRIDDI 2.0" CAMPAIGN FROM 01.08.2025 TO 31.10.2025 | In order to maintain the current performance of the previous campaign which the effectiveness of focussed efforts in driving SHG portfolio growth and deepening credit outreach, particularly in rural and semi-urban areas of and further accelerate SHG credit flow, it has been decided to extend the SHG campaign under the name "SamooH Se Samriddhi - 2.0" for the period 01.08.2025 to 31.10.2025, with a growth target of 4,752 Cr. |
| 26 | 04-09-2025 | 635/2025 - 26 | NBG/FI & MM/8/2025 - 26 | BUSINESS CORRESPONDENT (BC) CHANNEL CONTROLS TO PREVENT MONEY MULES REVISED PROCESS FOR OPENING OF BSBD ACCOUNTS THROUGH CSPS IN HOTSPOT DISTRICTS/CENTRES (EXCEPT FOR MINOR CUSTOMERS) | It has been observed that a high number of suspected money mule accounts reported on NCRP were predominantly opened in "hotspot" identified locations. 2.It was also observed that majority of such accounts were opened through CSPs using Business Correspondent channel and accordingly it has been decided to strengthen the account opening process at such districts/centres and the same has been modified. 3.At such districts/centres, Customer onboarding/account opening will be allowed at branches only, post due diligence and scrutiny. Step-by-step process flow is as per circular The list of identified Hotspot Districts/centres along with details of CSPs working in these districts/centres is attached as Annexure-II |
| 27 | 04-09-2025 | 636/2025 - 26 | NBG/BRNWM-BRANCHES/1/2025 - 26 | STANDARD OPERATING PROCEDURE (SOP) - CALLING TO CUSTOMERS BY BRANCHES/CPCS/OTHER ESTABLISHMENTS THROUGH CENTRALISED NUMBER SERIES (1600108333 & 1409768333) | Regulated Entities (REs) are advised to undertake transactional / service calls only using '1600xx' numbering series, when operationalised; undertake promotional voice calls only through phone numbers '140xx' numbering series. 2. In compliance to above RBI guidelines a customised solution has been devised for implementation of calling through centralised number series (1600108333 and 1409768333) for the Branches and other establishments of the Bank in India. 3. A Standard Operating Procedure (SOP) has been prepared to help the operating functionaries at circles and other establishments of the Bank regarding implementation of the solution. The SOP is placed as an Annexure. |
| 28 | 04-09-2025 | 637/2025 - 26 | NBG/SOG/13/2025 - 26 | SALE OF GOLD (WHOLESALE) TO JEWELLERY MANUFACTURERS / BULLION DEALERS & EXPORTERS - STANDARD OPERATING PROCEDURE (SOP) | Appropriate authority has approved a Standard Operating Procedure for Sale of Gold (Wholesale) to Jewellery Manufacturers/Bullion Dealers & Exporters. A copy of the same is attached as Annexure |
| 29 | 04-09-2025 | 638/2025 - 26 | NBG/SME/SCFU-e-DFS/45/2025 - 26 | ELECTRONIC DEALER FINANCE SCHEME (E-DFS) NEW TIE-UP WITH KIA INDIA PRIVATE LIMITED(KIPL) FOR SPARE PARTS | Bank had entered into a tie up with Kia Motors India Pvt Ltd in the year 2019. Now we have entered into a new tie up with Kia Motors India Pvt Ltd for financing their dealers for Spare Parts. 2. The terms of the tie-up are at Annexure-I & II. |
| 30 | 04-09-2025 | 639/2025 - 26 | NBG/SME/SCFU-e-DFS/46/2025 - 26 | ELECTRONIC DEALER FINANCE SCHEME (E-DFS) NEW TIE-UP WITH VINFAST AUTO INDIA PRIVATE LIMITED (VAIPL) FOR VEHICLES AND SPARE PARTS | Bank has entered into tie up with Vinfast Auto India private Limited (VIPL) for financing their dealers. 2. Terms and Conditions of the tie up are placed at Annexure-1 (For Consignment based Funding Model), Annexure-II (For UIN based funding Model) and format of Comfort Letter is placed at Annexure-III. |
| 31 | 04-09-2025 | 640/2025 - 26 | NBG/SME/SCFU-e-DFS/47/2025 - 26 | ELECTRONIC DEALER FINANCE SCHEME (E-DFS) RALLIS INDIA LIMITED (RIL) FOR FINANCING THEIR DISTRIBUTORS / DEALERS RENEWAL WITH MODIFICATION IN TERMS AND CONDITIONS | Bank had entered a tie up with Rallis India Ltd for financing their Distributors/Dealers in 2023 and details of the terms were issued vide Circular NBG/SME/SCFU-e-DFS/128/2024-25 - dated 20.12.2024 2. The tie-up has now been renewed for a further period of two years. The terms and conditions are provided in Annexure-I and Annexure-II. |
| 32 | 04-09-2025 | 641/2025 - 26 | RB&O/OPS-KYC/KYC/9/2025 - 26 | CIF LEVEL STOP FOR SUSPECTED MONEY MULE | To facilitate the branches to impose Partial freeze at CIF level and to create an identifier for "Suspected Money Mule" in CBS, a new Stop reason with "Suspected Money Mule" has been enabled. After conducting the EDD, if the EDD is confirmed as negative, Operating functionaries, to follow the below steps to impose partial freeze: |

Shubhajyoti Chattopadhyay
General Secretary
Mobile : 9434551152

State Bank of India Officers' Association
(BENGAL CIRCLE)

: 6 :

| SI NO | CIRCULAR DATE | MASTERS SR NO. | DEPARTMENTS NO. | SUBJECT | GIST OF CIRCULAR |
|-------|---------------|----------------|-------------------------------------|--|---|
| | | | | | <p>i) Go to screen number: Scr: 9101: FREEZE ON CUSTOMER ACCOUNT PROMPT'</p> <p>ii) Teller to select Stop reason and will be able to apply either Partial or Full Freeze for such Money Mule CIFs with reason code '02:SUSPECTED MONEY MULE'.</p> <p>iii) Queue for the transaction is generated which is to be authorised by capability 9 teller.</p> <p>4. On imposing Partial freeze with above reason, the following restrictions will be applied:</p> <p>i) No debit transactions will be allowed in any of the accounts in the CIF.</p> <p>ii) No new accounts will be created in the CIF.</p> <p>iii) Mobile number existing in the CIF, will be automatically marked as 'negative mobile number' and no new CIF can be created using the mobile number and the mobile number cannot be updated in any other CIF.</p> <p>5. Operating functionaries shall observe utmost care while conducting the EDD and in identifying the "Suspected Money Mule"</p> <p>6. Stop once imposed can be deleted only by the branch which imposed it, after obtaining the approval. (Ref. Annexure D of SOP on Handling</p> |
| 33 | 05-09-2025 | 642/2025 - 26 | DMD(FINANCE)/S&B/POLICY/1/2025 - 26 | ARCHIVAL POLICY (AS PER SEBI (LODR) REGULATIONS, 2015) | <p>The Bank has in place Archival Policy (as per SEBI (LODR) Regulations, 2015) ('the Policy') since 27.10.2016. The Policy was framed in compliance with the requirement under Regulation 30(8) of SEBI (LODR) Regulations, 2015. The Policy was last circulated vide Circular No. DMD (Finance)/S&B/POLICY/2/2024-25/ dated 27.11.2024.</p> <p>2. The Policy was reviewed and approved by the Central Board at its meeting held on 16.04.2025 and uploaded on Bank's website (www.sbi.co.in/https://bank.sbi).</p> <p>3. The Policy V9.0 is available on Bank's internal website on the following path: SBI Times >> My Workplace >> Manuals / Master Circular / Policies / SOP >> Policies >> Shares & Bonds Department Policies >> Archival Policy (as per SEBI (LODR) Regulations, 2015) V9.0</p> |
| 34 | 05-09-2025 | 643/2025 - 26 | RB&O/OPS-KYC/KYC/10/2025 - 26 | SOP FOR UPDATION OF KYC AND UPLOAD TO CKYCR AND USAGE OF CKYCR NUMBER FOR ACCOUNT OPENING | <p>For the guidance of Branches, we have prepared a detailed Standard Operating Procedure (SOP) along with Frequently Asked Questions (FAQS) on periodic updation of KYC and usage of CKYCR number for account opening as per Annexure I and the relevant formats of KYC Updation as Annexure II.</p> |
| 35 | 05-09-2025 | 644/2025 - 26 | NBG/TBU-LTP/11/2025 - 26 | INTRODUCTION OF NEW CURRENT ACCOUNT PRODUCT VARIANT: PALLADIUM CURRENT ACCOUNT | <p>A new Current Account (CA) Product variant: "Palladium Current Account" has been curated and is being launched. "Palladium Current Account" Product variant is being introduced in response to the feedback received from Circles and insights gathered during the Next Leap program conducted by Top Management. The Product variant has been designed to meet the evolving needs of premium Current Account customers and to strengthen our competitive position in the market. The detailed features of the Product variant are as per circular.</p> |
| 36 | 05-09-2025 | 645/2025 - 26 | IBG/IBG-COMPLIANCE/19/2025 - 26 | APPROACH TOWARDS HANDLING TRADE RELATED TRANSACTIONS INVOLVING COUNTRIES/ENTITIES UNDER US OFAC / EU / UN COMPREHENSIVE / TARGETED SANCTIONS | <p>2. The approach for the Branches to stop handling all cross border transactions, including issuance/renewal/ advising/payment of foreign LCS/BGs, for the Indian entities sanctioned by US OFAC/EU and banking with us, will continue. However, in exigent cases, such as LC/BGs opened prior to sanction date, applicable (jurisdiction specific) licenses/derogations etc., to name a few, transactions (including those mentioned in the FAQs) may be referred to IBG Compliance for further examination and taking a considered decision, by the appropriate authority, on a case-to case-basis, based on factors such as the impact of such Sanctions on the interests of the Bank, relevant guidelines issued (if any) by Government of India, contractual and other existing obligations of the Bank etc.</p> <p>2. FAQs in this regard are placed as an Appendix.</p> |

Shubhajyoti Chattopadhyay
General Secretary
Mobile : 9434551152

State Bank of India Officers' Association

(BENGAL CIRCLE)

: 7 :

| SI NO | CIRCULAR DATE | MASTERS SR NO. | DEPARTMENTS NO. | SUBJECT | GIST OF CIRCULAR |
|-------|---------------|----------------|-------------------------------------|--|--|
| 37 | 05-09-2025 | 646/2025 - 26 | DMD(FINANCE)/S&B/POLICY/2/2025 - 26 | POLICY ON MATERIALITY OF RELATED PARTY TRANSACTIONS AND ON DEALING WITH RELATED PARTY TRANSACTIONS (VERSION 7.1) | The Policy was reviewed and approved by the Central Board at its meeting held on 27.09.2024 and uploaded on Bank's website (www.sbi.co.in/ https://bank.sbi). The version of the Policy updated from V7.0 to V7.1 in terms of SEBI (LODR) (Third Amendment) Regulations, 2024 dated 12.12.2024. The Policy is available on Bank's internal website on the following path: SBI Times >> My Workplace >> Manuals / Master Circular / Policies / SOP >> Policies >> Shares & Bonds Department Policies >> Policy on Materiality of Related Party Transactions and on Dealing with Related Party Transactions V7.1 |
| 38 | 05-09-2025 | 647/2025 - 26 | DMD(FINANCE)/S&B/POLICY/3/2025 - 26 | POLICY ON DETERMINING MATERIAL SUBSIDIARIES AND CORPORATE GOVERNANCE REQUIREMENTS WITH RESPECT TO SUBSIDIARIES (VERSION 8.0) | The Bank has in place Policy on Determining Material Subsidiaries and Corporate Governance Requirements with respect to Subsidiaries ('the Policy') since 17.05.2016. The Policy was framed in compliance with SEBI (LODR) Regulations, 2015 and the guidelines issued by SEBI from time to time in this regard. The Policy was last circulated vide Circular No. DMD (Finance)/S&B/POLICY/4/2024-25 dated 27.11.2024. 2. The Policy was reviewed and approved by the Central Board at its meeting held on 13.06.2025 and uploaded on Bank's website (www.sbi.co.in/ https://bank.sbi). 3. The Policy is available on Bank's internal website on the following path: SBI Times >> My Workplace >> Manuals / Master Circular/ Policies / SOP >> Policies >> Shares & Bonds Department Policies >> Policy on Determining Material Subsidiaries and Corporate Governance Requirements with respect to Subsidiaries V8.0 |
| 39 | 06-09-2025 | 648/2025 - 26 | DB & T/DB & T - B/2/2025 - 26 | TRADE FINANCE REVAMP PROJECT: ROLL-OUT OF FOREX RELATED TRADE FINANCE JOURNEYS | 2024, DB & T/DB & TB/1/2024-25 dated 05th Nov 2024 and DB & T/DB & TB/1/2025 - 26 dated 21 June 2025 issued on roll-out of various Inland and Import related reimagined Trade Finance journeys along with other technological enhancements. 2. We are now pleased to inform that as part of the last phase of the project, undernoted journeys under Trade Finance Revamp have also been rolled out. |
| 40 | 06-09-2025 | 649/2025 - 26 | NBG/RL/EL /11/2025 - 26 | MASTER CIRCULAR: SBI EDUCATION LOAN SCHEME UPDATED TILL 30.06.2025 | We have periodically issued instructions to Branches/ Circles and other establishments in addition to earlier Master Circular No.: NBG/PBU/PL-EDUCATION/3/2024-25 dated 06.04.2024, regarding all Variants under SBI Education Loan Scheme. 2. This Master Circular consolidates all the instructions issued on Education Loan Schemes and has been updated up to 30.06.2025 and supersedes earlier instructions. |
| 41 | 06-09-2025 | 650/2025 - 26 | NBG/SME/SCF U-e-DFS/48/2025 - 26 | ELECTRONIC DEALER FINANCE SCHEME (E-DFS) TIE UP WITH MAHINDRA ELECTRIC AUTOMOBILE LIMITED (MEAL) FOR FINANCING THEIR DEALERS RENEWAL WITH MODIFICATION | We refer to our Circular No NBG/SME/SCFU-e-DFS/141/2024-25 dated 03.01.2025 and Circular No NBG/SME/SCFU-e-DFS/148/2024-25 dated 03.02.2025 for financing the dealers of MAHINDRA ELECTRIC AUTOMOBILE LIMITED (MEAL). 2. The tie up has been renewed with modifications and is valid for a period of 24 months on the terms and conditions, placed at Annexure-I, Annexure-II, and Annexure-III. |
| 42 | 06-09-2025 | 651/2025 - 26 | NBG/SME/SCF U-e-DFS/49/2025 - 26 | ELECTRONIC DEALER FINANCE SCHEME (E-DFS) RENEWAL OF TIE-UP WITH INDIA YAMAHA MOTOR PRIVATE LIMITED (IYMP) FOR FINANCING THEIR DEALERS RENEWAL WITHOUT ANY MODIFICATION | We had entered into e-DFS tie up with India Yamaha Motor Private Limited (IYMP) in 2013. The tie up was last renewed in the month of September 2023 vide e-Circular No. NBG/SME/SCFU-e-DFS/71/2023-24 dated 28 Sep 2023. 2. The Tie-up has now been renewed for the next 24 months. The terms and conditions are provided in annexures as under: Annexure-1: Consignment Based Inventory Funding - Terms and Conditions |

Shubhajyoti Chattopadhyay
General Secretary
Mobile : 9434551152

State Bank of India Officers' Association
(BENGAL CIRCLE)

: 8 :

| SI NO | CIRCULAR DATE | MASTERS SR NO. | DEPARTMENTS NO. | SUBJECT | GIST OF CIRCULAR |
|-------|---------------|----------------|---------------------|---|--|
| 43 | 06-09-2025 | 652/2025 - 26 | CCG/TFR/7/2025 - 26 | TF REVAMP SOP FORWARD CONTRACT LIFECYCLE JOURNEYS | Please refer to Circular No.: DB & T/DB & T-B/2/2025-26 dated 06.09.2025 through which the operating units have been advised regarding roll out of various Forex Related Trade Finance journeys under TF Revamp including Forward Contract Lifecycle-Booking, Utilization (Delivery), Cancellation journeys. For the benefit of operating staff, an SOP has been formulated enlisting complete process of the captioned journeys and the same is available as an Annexure-I to this circular. 2. The SOP is also placed on 'SBI Times' at the following path: "My Workplace >> Manuals/ Master Circular / Policies / SOP >> SOPs >> CCG" 3. The SOP is subject to review every three years or whenever there is change/modification in the instruction |
| 44 | 06-09-2025 | 653/2025 - 26 | CCG/TFR/8/2025 - 26 | TRADE FINANCE REVAMP: STANDARD OPERATING PROCEDURE (SOP)- EXPORT LC ADVISING AND RELATED JOURNEYS | Please refer to Circular No.: DB & T/DB & T - B/2/2025-26 dated 06.09.2025 through which the operating units have been advised regarding roll out of various Export journeys under TF Revamp including Export LC Advising & related journeys- Advising, Amendment Advising, Register LC, Confirmation, Transfer of LC etc. For the benefit of operating staff, an SOP has been formulated enlisting complete process of the captioned journeys and the same is available as an Annexure-I to this circular. 2. The SOP is also placed on 'SBI Times' at the following path: "My Workplace >> Manuals/ Master Circular / Policies / SOP >> SOPs >> CCG" 3. The SOP is subject to review every three years or whenever there is change/modification in the instruction/processes. |

With revolutionary greetings,



Shubhajyoti Chattopadhyay
(General Secretary)