

# 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](mailto:sbioabengalcircle@gmail.com)  
[www.sbioabengal.com](http://www.sbioabengal.com)



Circular No. 03/2026

Date: 04.01.2026

**To All Members (Please Circulate)**

### **EMPOWERMENT SERIES WEEKLY KNOWLEDGE UPDATE**

**28.12.2025 to 03.01.2026**

As a part of "WEEKLY KNOWLEDGE UPDATE", we have once again compiled gist of e-circulars for the period 28.12.2025 to 03.01.2026. We are delighted to bring out this compilation under **Empowerment Series** for circulation amongst members.

### **SYNOPSIS OF CIRCULARS ISSUED BETWEEN 28.12.2025 & 03.01.2026**

SI NO	CIRCULAR DATE	MASTERS SR NO.	DEPARTMENTS NO.	SUBJECT	GIST OF CIRCULAR
1	29/12/2025	1061/2025 - 26	IAD/IAD-FEMA/18/2025 - 26	FEMA AUDIT: ADVANCEMENT OF AUDIT - COMPULSORY AUDIT OF 'B' RATED BRANCHES AFTER A GAP OF 6 MONTHS	Refer to Standard Operating Procedure of advancement of Audit for B rated branches circulated vide e-Circular No. IAD-FEMA/11/ 2023-24 dated 09.11.2023. The criteria for advancement of audit have since been reviewed and modalities for introducing a compulsory audit of FEMA 'B' rated branches after a gap of 6 months have been framed. Branch shall accordingly raise request for advancement as per revised criteria.
2	29/12/2025	1062/2025 - 26	NBG/RE,H&HD-HL/56/2025 - 26	REHBU : GREEN INITIATIVE - PROJECT E-REGISTER	Refer to e-Circular No. NBG/S*P-MISC/1/2021-22 dated 30.06.2021, vide which 31 e- Registers have been developed. Based on feasibility analysis, availability of data source for auto population and utility of registers, e-Registers have been developed with the following modalities: <ul style="list-style-type: none"><li>• Manual Entry of Data</li><li>• Partial Auto Population of Data</li><li>• Full Automation of Data</li></ul> The application (e-Register) can be logged in through 'URL: <a href="https://eregister.statebanktimes.in">https://eregister.statebanktimes.in</a> ' or by using following path 'SBI Times> Single Sign on Screen> e-Register'
3	29/12/2025	1063/2025 - 26	NBG/RE,H&HD-HL/57/2025 - 26	REHBU: PURITY OF DATA IN CBS FOR PROCESSING OF HOME LOAN & HOME RELATED LOAN	Data consistency related to customer's information including demographic data like DOB, age, gender, religion etc. is vital for processing of Home and Home Related Loan proposals. Appraisal & sanction of loan proposals also depend upon data being captured in CBS by operating units, as CBS acts as SSOT (Single Source of Truth) for processing of loan proposals in RLMS. Any aberration captured in CBS and inconsistency in data may result in wrong assessment of loan, issues in reporting to various authorities including RBI etc.
4	29/12/2025	1064/2025 - 26	NBG/CVE-BU/SBI MF/17/2025 - 26	MISSION NEW CUSTOMER ACQUISITION (NCA) 2.5 MILLION	This Circular Stands Withdrawn.
5	29/12/2025	1065/2025 - 26	CFO/FRT-GST/9/2025 - 26	GST COMPLIANCE INPUT TAX CREDIT NEW DEVELOPMENT IN VPS & IFAMS FOR REAL TIME INVOICE MATCHING	The new system will be rolled out on 01.01.2026 across all branches. A brief of new process flow in VPS & IFAMS is attached as Annexure-I herewith. The detailed manuals are available in SBI Times ( <b>SBI Times-&gt;My Workplace-&gt;Department-&gt; Financial Reporting and Taxation-&gt;GST-&gt;Manuals</b> ). A walk-through of new system has already been conducted for all major payment centres i.e. LHOs & Corporate Centre Units.
6	30/12/2025	1066/2025 - 26	IBG/IBG-Domestic(IBD)/35/2025 - 26	RBI NOTIFICATION FOREIGN EXCHANGE MANAGEMENT (BORROWING AND LENDING) (AMENDMENT) REGULATIONS, 2025	The updated "Principal Regulations" is available as Annexure-2 of this Circular. All the operating units/ branches to ensure the meticulous compliance of guidelines.
7	31/12/2025	1067/2025 - 26	IBG/IBG-Domestic(IBD)/36/2025 - 26	REVIEW OF STANDARD OPERATING PROCEDURE (SOP) FOR PAYMENT OF FREIGHT AND FREIGHT-RELATED CHARGES FOR EXPORTS	Please refer to Circular No. IBG/IBD/39/2019-20 dated 5th December 2019, vide which Standard Operating Procedure (SOP) for payment of Freight and Freight related charges for Exports was circulated. The SOP was prepared to address the issues reported by the Exporters in respect of container freight charges. Review of the SOP has been done and the revised SOP is enclosed as <b>Annexure-I</b> . The operating functionaries are advised to be guided by the SOP while entertaining requests by exporters to make payments to the Shipping Lines or their agents in India, through banking channels.

**Shubhajyoti Chattopadhyay**

General Secretary

Mobile : 9434551152

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SI NO	CIRCULAR DATE	MASTERS SR NO.	DEPARTMENTS NO.	SUBJECT	GIST OF CIRCULAR
8	31/12/2025	1068/2025 - 26	GMUK/GMU/SP-MISC/19/2025 - 26	CAMPAIGN FOR FOREX BUSINESS GROWTH FOREX TURNOVER CAMPAIGN (Q4 FY 2025-26)	To further accelerate growth in this vital business, the Bank is launching a Forex Turnover Campaign from 01st January 2026 to 31st March 2026. Under this campaign, outstanding achievers will be recognised for their forex turnover symbolizing their contribution to both the Bank's bottom line. (Forex business performance during Q4 (FY 2025-26) vis-à-vis performance during Q4 (FY 2024-25) will be considered for this campaign.)
9	31/12/2025	1069/2025 - 26	NBG/RE,H&HD-HL/58/2025 - 26	DEFINITION AND ELIGIBILITY OF GIG WORKER UNDER AASHRAY HOME LOAN	The Government of India has recognized GIG workers through the Code on Social Security, 2020, aiming to provide them with social security benefits like life, disability, and health covers etc. Accordingly, as part of reforms initiatives under EASE 8.0, empowering emerging segments has become the focus area. Customized services for GIG workers are one of the key areas under this segment. EASE 8.0 metric "Gig workers onboarding and financing" include the following: • Policy for banking services and products designed specifically for GIG workers. • Tailored asset products for GIG workers. • Identification of ETB customer as GIG worker.
10	31/12/2025	1070/2025 - 26	ABU&GSS/AGRI-ICGL/57/2025 - 26	ABU & GSS DEPARTMENT : GOLDEN EXPRESS 2.0: AGRI GOLD LOAN CAMPAIGN : 01ST JANUARY 2026 TO 31ST MARCH 2026	Agri Gold Loans (AGL) is one of the major products of the ABU with a portfolio of < 1.47 Lakh Crore as on 16.12.2025. For the FY 26, we have set an aspirational Agri budget of R 52,460 crores and Agri Gold Loans budget of R 13,150 crores. AGL registered a YTD growth of Rs.22,864 crores as on 16.12.2025 as against aspirational budget of Rs.13,150 crores. With a view to continue the growth momentum and to achieve the aspirational budget, it has been decided to launch "GOLDEN EXPRESS 2.0 : AGRI GOLD LOAN CAMPAIGN" for the period 01" January 2026 to 31" March 2026, with an objective of achieving growth of { 12,000 Cr during campaign period.
11	31/12/2025	1071/2025 - 26	NBG/PBBU-PMD-GL/23/2025 - 26	GOLD LOANS MARKET VALUE AND ADVANCE VALUE OF GOLD FOR AGRI, SME & PB GOLD LOANS EFFECTIVE FROM 01.01.2026	Refer to e- Circular No. <b>NBG/PBBU-PMD-GL/22/2025-26 dated 29.11.2025</b> , advising the Market Value of gold w.e.f. 01.12.2025 for Agri, SME & Personal Banking (PB) Gold Loans. As per regular monthly review, revised Market Value per gram of Gold with effect from 01.01.2026 is appended in the circular.
12	31/12/2025	1072/2025 - 26	R&DB/BOD-SC/41/2025 - 26	REVISION IN SERVICE CHARGES	Please refer to our e-circular No. R&DB/BOD-SC/44/2024-25 dated 08" October 2024 vide which service charges were revised. Subsequent changes in Service Charges, if any, have been duly incorporated in current circular. Every effort is being taken for automation of recovery of service charges by respective BUs/Department. Operating Units are advised to ensure recovery of the same when it is to be recovered manually to avoid income leakage. Operating Units are advised to calculate GST as and when there is a change and recover correct amount of service charges accordingly.
13	01/01/2026	1078/2025 - 26	NBG/RE,H&HD-HL/60/2025 - 26	MODIFICATION IN SURAKSHA LOAN	Please refer e-Circular No. NBG/RE, H & HD-HL/3/2018-19 dated 9 <sup>th</sup> April 2018, advising modifications in SBI Suraksha Loan and e-Circular NBG/RE, H & HD-HL/21/2025-26 dated 1 <sup>st</sup> August 2025 on Card rates of interest for Home and Home Related loans. As per existing instructions, underlying Suraksha Loan must be closed before closure of the Home Loan. Therefore, it is reiterated to ensure that the underlying Suraksha Loan is closed before closure of the Home Loan. For this, the functionality to restrict closure of Home Loan without closing the linked Suraksha Loan account is available in CBS under screen no 60440 and 60442.
14	01/01/2026	1079/2025 - 26	NBG/CVE-BU/SBI MF/18/2025 - 26	"CVE: SBI MUTUAL FUND MISSION NEW CUSTOMER ACQUISITION (NCA) 2.5 MILLION FROM 1ST DECEMBER 2025 TO 15TH MARCH 2026"	As the mutual fund distribution landscape experiences, a significant shift, driven by high customer acquisition rates from fintech companies and competing channels, we must prioritize onboarding more of our existing deposit customers onto our mutual fund platform. This strategy is crucial for enhancing our "product per customer" metric and, consequently, improving overall customer loyalty and retention. Bank, therefore, launch campaign SBIMF- MISSION NEW CUSTOMER ACQUISITION 2.50 MILLION (MISSION NCA), scheduled from 1" Dec 2025 to 15" March 2026. For this, we are targeting new customer addition of 25 Lacs customers (including SBI Wealth).
15	01/01/2026	1080/2025 - 26	NBG/MGL/24/2025 - 26	METAL GOLD LOAN: RBI AMENDMENT DIRECTION 2025	RBI vide Amendment Direction DOR.CRE.REC.334/07-01-001/2025-26 dated 14.12.2025 has made the amendments in Metal Gold Loan Scheme and the details are appended in the circular.
16	01/01/2026	1081/2025 - 26	NBG/SMEBU-SMEDOC/86/2025 - 26	ROLL OUT OF DIGITAL DOCUMENT EXECUTION (DDE) FOR DIGITAL MSME LOANS (BRE JOURNEY)	The Bank has launched Digital MSME Loans under the Business Rule Engine (BRE) framework as part of its digital transformation initiative. The loans are processed entirely through a seamless digital workflow, ensuring quick sanction and minimal manual intervention. Digital Document Generation (DDG) serves as the foundation for Digital Document Execution (DDE), as e-stamping and e-signing require documents to be generated digitally. The Loan Lifecycle Management System (LLMS) has been SME series daumeal set eigary data points from the appraisal format for creating the 'SME Series' document set digitally.

**Shubhajyoti Chattopadhyay**

General Secretary

Mobile : 9434551152

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SI NO	CIRCULAR DATE	MASTERS SR NO.	DEPARTMENTS NO.	SUBJECT	GIST OF CIRCULAR
17	01/01/2026	1082/2025 - 26	NBG/RL/EL /19/2025 - 26	EDUCATION LOAN: PM-VIDYALAXMI SCHEME: INCLUSION OF FOUR INSTITUTIONS	As per notification 4 new institutions have been added to the existing list of 904 QHEIs under the PM-Vidyalaxmi Scheme thus making the total to 908 institutions (List as per Annexure). The categorization of these institutions is aligned with the category of their parent institutions, which were already present in the previous list of 904 QHEIs are appended in the circular.
18	01/01/2026	1083/2025 - 26	NBG/RL/GL-ED /20/2025 - 26	EDUCATION LOAN: GLOBAL ED-VANTAGE SCHEME: REVIEW OF SELECT LIST OF INSTITUTIONS (COLLATERAL FREE)	In alignment with updated global rankings of institutions, changes due to geo-political situations and Bank's operational experience over the past year, list of top global institutions has been revised. The country wise name of institutions identified for collateral free loans up to Rs.50 lakh is provided in the <b>Annexure</b> .
19	01/01/2026	1084/2025 - 26	CCO/CPD-ADV/83/2025 - 26	POLICY ON PENAL CHARGES IN LOANS AND ADVANCES	The policy has since been reviewed with modifications based on the market practices/regulatory guidelines/feedback/suggestions received from operating functionaries. The revised policy on Penal Charges in Loans and Advances is given as Annexure. The revised penal charges will be effective from 01.01.2026 and shall be applicable to all existing borrowers as well as new sanctions.
20	02/01/2026	1085/2025 - 26	R&DB/CM&CS - CS/14/2025 - 26	CUSTOMER GRIEVANCES LODGEMENT IN CRM CMS : INTRODUCTION OF NEW REGISTER	The complaint entered in the complaint book will be entered in CRM CMS (Complaint Management System) application by the Branch within the next working day and complaint number will be conveyed to customer by SMS on the registered mobile number / or registered email address automatically by CRM CMS application.
21	02/01/2026	1086/2025 - 26	CCO/CPD-ADV/84/2025 - 26	REITERATION OF DUE DILIGENCE TO BE EXERCISED AT THE TIME OF EXECUTION OF DOCUMENTS/OBTAINING REVIVAL LETTER	Bank has in place systems and procedures for documentation covering all types of edit facilities available for users vide Manual on Revised Documentation. Chapter 1, para 1.19 of the manual states.
22	03/01/2026	1087/2025 - 26	R&DB/P&SP/FTC /17/2025 - 26	GLOBAL ED-VANTAGE FOREX DRIVE CAMPAIGN	As per extant instructions, students availing Global Ed-vantage Education Loan are mandatorily required to be issued Forex Cards, and living expenses are to be disbursed through the Forex Card, with a minimum coverage of 25% of living expenses. However, in respect of Global Ed-vantage Education Loan accounts sanctioned and disbursed during FY 2025-26, the Forex Card loading coverage is approximately 44%, which is below the desired level. List of Circle wise coverage is attached as <b>Annex. A</b> .

With revolutionary greetings,



**Shubhajyoti Chattopadhyay**  
(General Secretary)