

# STATE BANK OF INDIA OFFICERS' ASSOCIATION



## (BENGAL CIRCLE)

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Circular No. 167/2025

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**To All Members (Please Circulate)**

### EMPOWERMENT SERIES WEEKLY KNOWLEDGE UPDATE

21.12.2025 to 27.12.2025

As a part of "WEEKLY KNOWLEDGE UPDATE", we have once again compiled gist of e-circulars for the period 21.12.2025 to 27.12.2025. We are delighted to bring out this compilation under **Empowerment Series** for circulation amongst members.

### SYNOPSIS OF CIRCULARS ISSUED BETWEEN 21.12.2025 & 27.12.2025

SI NO	CIRCULAR DATE	MASTERS SR NO.	DEPARTMENTS NO.	SUBJECT	GIST OF CIRCULAR
1	22/12/2025	1036/2025 - 26	ABU&GSS/A GRI-CORP/55/20 25 - 26	ABU & GSS DEPARTMENT STRAIGHT THROUGH PROCESSING (STP) JOURNEY FOR KCC [CROP LOANI UPTO Rs.1.60 LAKHS ON JANSAMARTH PORTAL IMPLEMENTATION IN BRANCHES LOCATED IN MAHARASHTRA STATE FOR MAHARASHTRA STATE FARMERS	Refer to the e-Circular dated 30 <sup>th</sup> November 2023 on the digital KCC STP journey upto Rs.1.60 lakhs developed in Jan Samarth portal for Existing to Bank (ETB) customers of Karnataka State since 1 <sup>st</sup> December 2023. The existing KCC STP journey upto limit of Rs.1.60 lakh developed for Karnataka State has now been extended to the State of Maharashtra.
2	22/12/2025	1037/2025 - 26	NBG/SME/S CFU-e-DFS/98/2025 - 26	ELECTRONIC DEALER FINANCE SCHEME (e-DFS) TIE-UP WITH ASHOK LEYLAND LIMITED - MEDIUM AND HEAVY COMMERCIAL VEHICLE (ALL-MHCV) FOR FINANCING THEIR DEALERS (VEHICLES AND SPARE PARTS) MODIFICATION: INTRODUCTION OF PUSH MODEL IN ADDITION TO THE EXISTING PULL MODEL	The Bank has entered into a tie-up with Ashok Leyland Limited - Medium and Heavy Commercial Vehicles (ALL-MHCV) for financing their dealers. The e-DFS tie up was last renewed in March 2024 and the details of the terms were issued vide circular dated 30.03.2024. The Tie-up has now been modified with some modifications. All other terms and conditions shall remain unchanged as per e-circular dated 30.03.2024.
3	22/12/2025	1038/2025 - 26	ABU&GSS/A GRI-CORP/56/20 25 - 26	KISAN CREDIT CARD (KCC) - IRREGULARITIES OBSERVED DURING AUDITS - INSTRUCTIONS FOR OPERATING FUNCTIONARIES	Refer to the audit observations of recently conducted Spot Audits in some Branches by IAD for KCC loans, wherein some procedural / operational irregularities were observed. In this regard Bank mentioned some instruction for the Branches and Controlling Office to ensure strict compliance of extant guidelines.
4	22/12/2025	1039/2025 - 26	NBG/ABU/P DM-AGRI GEN/7/2025 - 26	ABU & GSS DEPARTMENT - KEY FACTS STATEMENT(KFS) FOR LOANS & ADVANCES - AGRI SEGMENT	Refer to e-circular dated 24 <sup>th</sup> September 2024 issued by CPPD, the IT development for auto generation of KFS along with loan documents is under process in LLMS and Agri LMS. As per RBI instructions 1 <sup>st</sup> October 2024, wherever there is no auto generation of KFS along with loan documents, operating units have to share the prescribed format duly filled in, with the borrower and obtain acknowledgement from the borrower that the terms and conditions mentioned in KFS have been explained and are acceptable.
5	22/12/2025	1040/2025 - 26	NBG/RE,H^H D-BF/54/2025 - 26	REHBU: BUILDER FINANCE - STANDARD OPERATING PROCEDURE (SOP) FOR SANCTION OF LOANS FOR RESIDENTIAL HOUSING PROJECTS - AMENDMENT IN RESPONSE TO FAQS LISTED IN SOP	The Standard Operating Procedure (SOP) on Builder Finance has been revised vide e-Circular dated 20/11/2025, wherein the Bank has listed Frequently Asked Questions (FAQ) in line with current instructions. Based on the queries from the Circles, Bank's response to the FAQs in SOP has been amended in the circular.
6	22/12/2025	1041/2025 - 26	CDO/ORG-DFP/3/2025 - 26	REVIEW OF SCHEME OF DELEGATION OF FINANCIAL POWERS 2025 - ADVANCES AND MATTERS ALLIED TO ADVANCES	The Scheme of Delegation of Financial Powers for Advances and matters allied to Advances (SDFP-ADV) was last modified and circulated vide e-Circular dated 14.11.2024. ECCB in its meeting dated 02.12.2025 has approved some additions / modifications in the financial powers. The revised Scheme of Delegation of Financial Powers for Advances and matters allied to Advances - 2025, is detailed in Annexure- I. All other related guidelines/instructions shall remain unchanged.

**Shubhajyoti Chattopadhyay**

General Secretary

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SI NO	CIRCULAR DATE	MASTERS SR NO.	DEPARTMENTS NO.	SUBJECT	GIST OF CIRCULAR
7	22/12/2025	1042/2025 - 26	R&DB/BOD-GB/40/2025 - 26	BRANCH MANAGER'S MONTHLY CERTIFICATE (BMMC) RATIONALISATION OF CERTIFICATES REVISED FORMAT W.E.F. 1ST DECEMBER 2025	The Branch Manager's Monthly Certificate (BMMC) format was last reviewed vide e-Circular dated 17.02.2023 with 58 certificates. It has been decided to introduce a revised BMMC format to be submitted by the Branch Managers on e-BMMC Portal and the revised format is appended as Annexure-I. The revised format will be used by Branch Managers with effect from 01.01.2026. BMMC for the month of December 2025 will be submitted on the revised format.
8	22/12/2025	1043/2025 - 26	NBG/PBU/AL-AUTOLOAN/12/2025 - 26	RETAIL LOANS: AUTO LOAN CONCESSIONS FOR SALARY PACKAGE EMPLOYEES OF SUBSIDIARIES & JVs OF SBI	Refer to e-Circular dated 16.09.2022 and in continuation of the same we advise that competent authority has approved concessions in Car Loan & Super Bike Loan Schemes for employees of all SBI Subsidiaries/JVs as per details given under Annexure-I. The concessions will be valid up to 31.03.2027, post which the same will be reviewed.
9	22/12/2025	1044/2025 - 26	NBG/RE,H&HD-HL/55/2025 - 26	REHBU: HOME AND HOME RELATED PRODUCTS STANDARD OPERATING PROCEDURE (SOP) FOR VENDOR VERIFICATION MODULE (VVM)	Refer to the e-Circular dated 15.11.2022 a Standard Operating Procedure (SOP) detailing the process of Vendor Verification Module (VVM) was issued to ensure end-to-end digitisation and minimal manual intervention in Home and Home Related Loan journey, for obtention of various digitised reports. The SOP for VVM application has been updated by incorporating recent changes in the process flow. The revised SOP is placed as <b>Annexure I</b> .
10	22/12/2025	1045/2025 - 26	NBG/PBU/RES-RES/13/2025 - 26	MASTER CIRCULAR: BANKING FACILITIES TO VISUALLY CHALLENGED	With reference to Master Circular on banking facilities to visually challenged issued vide e-Circular dated 16.11.2024. An updated Master Circular incorporating all existing Circulars / Instructions issued up to 31.08.2025 has been prepared and attached as Annexure to enable operating functionaries to have current instructions at one place. This Master Circular consolidates all previous instructions issued up to 31.08.2025.
11	22/12/2025	1046/2025 - 26	CCO/CPD-ADV/82/2025 - 26	GUIDELINES ON FINANCING TO CITY GAS DISTRIBUTION (CGD) PROJECTS	The Guidelines on Financing to City Gas Distribution (CGD) Projects was last reviewed vide e-Circular dated 01.11.2023. The competent authority has been approved, the revised guidelines on Financing City Gas Distribution (CGD) Projects Major modifications in the Guidelines are placed as <b>Annexure I</b> and the approved consolidated guidelines are placed as <b>Annexure II</b> .
12	23/12/2025	1047/2025 - 26	NBG/SME/SCF U-e-DFS/99/2025 - 26	ELECTRONIC DEALER FINANCE SCHEME (e-DFS) NEW TIE UP WITH HPCL-MITTAL ENERGY LIMITED (HME) FOR FINANCING THEIR DEALERS /DISTRIBUTORS (OIL DIVISION)	The Competent Authority has approved new tie-up with HPCL-Mittal Energy Limited (HME) for financing their dealers/distributors (Oil Division). The tie up is valid for a period of 24 months on the terms and conditions, placed at <b>Annexure-I, Annexure-II, and Annexure-III</b> . Detailed e-Circulars regarding Product Review and SOP issued from time to time are listed in the circular.
13	23/12/2025	1048/2025 - 26	NBG/SBIPL/20/2025 - 26	RETAIL LOANS: SBI PERSONAL LOAN SCHEME (SBIPL) MODIFICATION IN MAXIMUM LOAN AMOUNT & MAXIMUM LOAN LIMIT UNDER THE PRODUCT	Refer to e-Circular dated 18.06.2025., the Competent Authority has now approved some modification in maximum Loan Amount and maximum Loan Limit offered under SBI Personal Loan scheme (SBIPL). The maximum loan amount of Rs.50 lakhs stipulated under the product will be inclusive of 2 SBIPL (including all variants) in one CIF. All other terms & conditions under the product will remain the same.
14	23/12/2025	1049/2025 - 26	RB&O/OPS-KYC/KYC/16/2025 - 26	Handling of Suspected Money Mule Accounts Revised Enhanced Due Diligence Process	With reference to SOP on "Handling of Suspected Money Mule Accounts" issued vide circular dated 12.02.2025. and in order to facilitate the operating functionaries to perform EDD in an efficient manner, the process ( <b>Annexure 'A'</b> ) and EDD format ( <b>Annexure 'B'</b> ) have been Reviewed for meticulous compliance.
15	24/12/2025	1050/2025 - 26	NBG/RNWM-BRANCHES/7/2025 - 26	Reserve Bank of India (Commercial Banks - Branch Authorisation) Directions, 2025	In exercise of the powers conferred by Section 35 A and Section 23 read with Section 51 of the Banking Regulation Act, 1949 and all other provisions/laws enabling the Reserve Bank of India ('RBI') in this regard, RBI being satisfied that it is necessary and expedient in the public interest so to do, hereby issues the Directions hereinafter specified. Taking into account the suggestions/feedback received from the Government of India and other stakeholders, final guidelines on 'Banking Outlets' have been issued by RBI as detailed in the <b>Annexure</b> , which is operational from the date of RBI Notification.
16	24/12/2025	1051/2025 - 26	IBG/IBG-Domestic (IBD)/34/2025 - 26	RBI Notification Foreign Exchange Management (Export and Import of Currency) (Amendment) Regulations, 2025	RBI vide notification No. FEMA 6(R)/ (4)/2025-RB dated 28.11.2025 has amended Regulation 8 related to 'Foreign Exchange Management (Export and Import of Currency) Regulations, 2015. The said notification along with the updated Foreign Exchange Management (Export and Import of Currency) Regulations, 2015 (updated up to 28.11.2025) are enclosed as <b>Annexure I</b> and <b>Annexure II</b> , respectively.

**Shubhajyoti Chattopadhyay**

General Secretary

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17	24/12/2025	1052/2025 - 26	NBG/SME/SCF U-e-DFS/100/2025	ELECTRONIC DEALER FINANCE SCHEME (e-DFS) M/S ACC LTD (ACCL) FOR FINANCING THEIR DEALERS/STOCKIST REVIEW OF e-DFS TIE UP WITH MODIFICATION IN EXISING TERMS & CONDITIONS	Bank had entered a tie-up with M/s ACC Ltd. (ACCL) for financing their dealers & sub dealers under e-DFS scheme on 20.01.2020 & 03.11.2020 respectively and renewal instructions were circulated vide e-Circular dated 21.11.2023. The terms and conditions of the tie up have been placed as <b>Annexure-I</b> and draft recommendation letter placed as <b>Annexure-II</b> .
18	24/12/2025	1053/2025 - 26	NBG/SMEBU-OPER/85/2025 - 26	RBI Master Direction: Lending to Micro, Small & Medium Enterprises (MSME) Sector	RBI has issued number of guidelines / instructions / circulars / directives to Banks time to time, in the matter relating to lending to Micro, Small & Medium Enterprises Sector. 2. In this connection, with reference to RBI Master Direction Lending to Micro, Small & Medium Enterprises (MSME) Sector vide its Master Direction 18 dated 24.07.2017 has been latest Updated on 23.07.2025), placed at Annexure-I.
19	24/12/2025	1054/2025 - 26	CDO/P&HRD-IR/40/2025 - 26	INDUSTRIAL DISPUTES ACT, 1947 DECLARATION OF BANKING INDUSTRY AS A PUBLIC UTILITY SERVICE	In exercise of the powers conferred by the proviso to sub-clause (vi) of clause (n) of Section 2 of the Industrial Disputes Act, 1947 (14 of 1947), the Ministry of Labour and Employment, Government of India, vide its Gazette Notification No. S-11017/5/97-IR(PL) dated 15 December 2025, has declared the 'Banking Industry' as a public utility service for the purpose of the said Act, for a further period of six months with effect from 15 December 2025.
20	24/12/2025	1055/2025 - 26	NBG/GAD-GBU/25/2025 - 26	REVISED SOP FOR SETTLEMENT OF CENTRAL GOVT. TRANSACTIONS WITH RBI	With reference to the e-Circular dated 21.01.2023 wherein Standard Operating Procedure (SOP) for Settlement of Central Government transactions was issued. After review of SOP, Bank has prepared a revised SOP by incorporating latest guidelines in this regard. The SOP is placed at 'SBI Times' Portal at the following path: "My Workplace >> Manuals/ Master Circular / Policies / SOP >> SOPs >>Government Accounts Department"
21	24/12/2025	1056/2025 - 26	NBG/SME/SCF U-e-DFS/101/2025 - 26	SUPPLY CHAIN FINANCE UNIT: ELECTRONIC DEALER FINANCE SCHEME (e-DFS) NEW TIE UP WITH HEARTSTREAM INDIA PRIVATE LIMITED FOR FINANCING THEIR DEALERS/DISTRIBUTORS	The Bank has entered a tie-up with Heartstream India Private Limited (HIPL) for financing their dealers/distributors under e-DFS. The company engaged in manufacturing, design, assemble and trade in electrical, electronic, mechanical and other products, medical equipment, devices, instruments, apparatus, and related products and systems in the field of health and medical systems. Terms and conditions of the tie up are placed in Annexure-I, recommendation letter/comfort letter format is placed in Annexure-II.
22	26.12.2025	1057/2025 - 26	NBG/GAD-GBU/26/2025 - 26	GOVERNMENT BUSINESS: MISC DEPOSIT SCHEMES SPECIAL DEPOSIT SCHEME (SDS) 1975 PAYMENT OF INTEREST FOR CALENDAR YEAR 2025	With reference to e-Circular dated 17.12.2024 wherein it is advised the interest rates on balances in SDS accounts applicable for Calendar Year 2024. In this regard, applicable interest rate for Calendar Year 2025 through GOI Gazette Notifications are enclosed.
23	26/12/2025	1058/2025 - 26	NBG/CSBF-CCS/01/2025-26	CONTACT CENTRE SERVICES	Several new services are proposed to be offered through the Contact Centre in near future thus making it a one stop shop for customers for their small financial transactions as well as for non-financial transactions and other information. The instructions contained in this Circular will supersede all earlier instructions issued in this regard.
24	26/12/2025	1059/2025 - 26	NBG/SME/SCF U-e-DFS/102/2025 - 26	ELECTRONIC DEALER FINANCE SCHEME (e-DFS) RENEWAL OF TIE-UP WITH VISHAL FABRICS LIMITED (VFL) FOR FINANCING THEIR DEALERS RENEWAL WITH MODIFICATION	The Bank had entered into e-DFS tie up with Vishal Fabrics Limited (VFL) in 2018. The e-DFS tie up with Vishal Fabrics Limited (VFL) was renewed in Jul 2024 and instructions were issued vide Circular dated 08.07.2024. The Tie-up has now been renewed for the next 24 months. The terms and conditions are provided in Annexure I.
25	26/12/2025	1060/2025 - 26	FINANCIAL REPORTAING AND TAXATION/GS T/1/2025 - 26	GST COMPLIANCE INPUT TAX CREDIT NEW DEVELOPMENT IN VPS & IFAMS FOR REAL TIME INVOICE MATCHING	To avoid the loss in Input Tax Credit on GST, Bank's payment systems i.e. VPS and IFAMS have been completely revamped. 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 (SBI Times->My Workplace-Department-> Financial Reporting and Taxation->GST->Manuals).

With revolutionary greetings,

**Shubhajyoti Chattopadhyay**  
**(General Secretary)**

**Shubhajyoti Chattopadhyay**

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