

STATE BANK OF INDIA OFFICERS' ASSOCIATION

(BENGAL CIRCLE)



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To All Members (Please Circulate)

EMPOWERMENT SERIES WEEKLY KNOWLEDGE UPDATE 25.01.2026 to 31.01.2026

As a part of "WEEKLY KNOWLEDGE UPDATE", we have once again compiled gist of e-circulars for the period 25.01.2026 to 31.01.2026. We are delighted to bring out this compilation under **Empowerment Series** for circulation amongst members.

SYNOPSIS OF CIRCULARS ISSUED BETWEEN 25.01.2026 & 31.01.2026

SI NO	CIRCULAR DATE	MASTERS SR NO.	DEPARTMENTS NO.	SUBJECT	GIST OF CIRCULAR
1	27/01/2026	1169/2025 - 26	DMD(FINANCE)/S&B/POLICY/11/2025 - 26	POLICY FOR USING LOGO/ TRADEMARK OF STATE BANK OF INDIA V7.1	Refer to e-circular dated 12.12.2025 issued regarding reporting the misuse of Bank's Logo/ Trademark on social media platform. Any misuse of Bank's logo/ trademark on social media platform and/or any fraudulent websites, they immediately report the same to Threat intelligence and incident response team, GITC and also through proper channel to Marketing and Communication department, Corporate Centre. In terms of Clause-7-Reporting & control mechanism of the policy, to safe guard the interest of the Bank.
2	27/01/2026	1170/2025 - 26	NBG/SMEBU-INTEREST R/93/2025 - 26	REVIEW OF INTEREST RATES ON COMMERCIAL ADVANCES UNDER USUAL CREDIT DISPENSATION - FOR ALL MSME ADVANCES AND FOR NON-MSME ADVANCES (UPTO RS 7.50 CR REGULATORY RETAIL BORROWERS)	SMEBU has conducted a comprehensive review on Interest rate for Commercial Advance under Usual Credit Dispensation- For all MSME Advances and for Non-SME Advances (upto Rs7.50 Crore regulator retail borrowers) upon revision of Credit Risk Premium (CRP) by Credit Risk Management Department, in line with Bank's "Policy on Interest Rates on Loans & Advances". The Comprehensive guidelines on Interest rate based on Internal rating (BRE/CRA/CUE) and other operational guidelines is placed as Annexure of the Circular.
3	27/01/2026	1171/2025 - 26	CFO/LCR/NSFR/12/2025 - 26	LIQUIDITY COVERAGE RATIO (LCR) & NET STABLE FUNDING RATIO (NSFR): ISSUES IN DATA QUALITY	Under the Basel-III Framework on Liquidity Standards, Liquidity Coverage Ratio and Net Stable Funding Ratio are the most important liquidity parameters of the Bank and are closely monitored by the Regulator, Rating Agencies, Existing as well as Potential Investors. In the above context, some of the common errors in classification of customer types are listed and the indicative list of eligible codes for the customer types is placed in the relevant annexures.
4	28/01/2026	1172/2025 - 26	NBG/NBG/AC-NBG-ATM/8/2025 - 26	REVIEW OF STANDARD OPERATING PROCEDURE (SOP) ON EMV LIABILITY SHIFT FOR FRAUDULENT TRANSACTIONS AT OTHER BANK/SBI ATMS (ONLY ROUTED THROUGH NFS)	Review on SOP has been done and accordingly revised SOP is being shared for ready reference this circular and annexures.
5	28/01/2026	1173/2025 - 26	R&DB/P&SP/MA B/21/2025 - 26	MERCHANT ACQUIRING BUSINESS (MAB) - REVISION OF COST BENEFIT ANALYSIS	Bank is reimbursing SBIPSPL the loss it incurs on concessionary merchant. Henceforth Circle shall prepare the LSC format for assessing the viability. Revised and updated LSC format is enclosed as Annexure-I. The Card rate as provided by SBIPSPL are enclosed as Annexure-II of the circular.
6	29/01/2026	1174/2025 - 26	NBG/GAD-GBU/28/2025 - 26	GOVT. BUSINESS: SMALL SAVINGS SCHEMES ACCOUNTS ELIMINATION OF REQUIREMENT OF SUBMISSION OF FRESH KYC DOCUMENTS FOR EXISTING KYC COMPLIANT ACCOUNT HOLDERS	It has been observed that operating functionary are in practice of obtaining fresh KYC documents in the time of opening of Small Savings Scheme viz PPF, SCSS, SSA, even incase where the customer is already KYC complaint. The operating functionaries are instructed not to collect fresh KYC document from existing customers subject to fulfilling the conditions appended in the circular.
7	29/01/2026	1175/2025 - 26	Stressed Assets Resolution Group/POLICY/7/2025 - 26	REVIEW OF POLICY FOR TRANSFER OF NPAs TO RA/AUCA & REMOVAL FROM AUCA	The modification in the Policy for Transfer of NPAs to RA/AUCA & Removal from AUCA regarding guidelines for appropriation of recovery in AUCA was approved by the Central Board. Copy of the policy with modification are placed in Annexure-I of the circular.

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General Secretary

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8	29/01/2026	1176/2025 - 26	Stressed Assets Resolution Group/OPS/8/2025 - 26	OPERATIONAL GUIDELINES FOR CARRYING OUT TRANSACTION IN CBS FOR APPROPRIATION OF RECOVERY IN AUC ACCOUNTS	Modification in Policy for Transfer to NPAs to AUCA As per revised policy, guidelines for recovery in partially written off accounts and recovery in AUCA are appended in the circular.
9	30/01/2026	1177/2025 - 26	NBG/NBG/AC-NBG-ATM/9/2025 - 26	CAMPAIGN "LET'S SHINE" MIGRATION OF ALL ELIGIBLE BRANCH TRANSACTIONS TO ATMS / ADWMS / SWAYAMS & DISPENSATION OF LOWER DENOMINATION NOTES (LDN)	RBI has advised Banks to ensure that 90% of the ATMs dispense Lower denomination notes by March 2026. In view of above, it has been decided to launch a focussed campaign "Lets Shine" from 01.02.2026 to 30.04.2026 aimed at : Migration of eligible branch transaction to ATMs/ADWMS/SWAYAMs and Dispensation of Lower denomination Notes.
10	30/01/2026	1178/2025 - 26	CRO/RMD-CRMD/17/2025 - 26	PRUDENTIAL NORMS ON CAPITAL ADEQUACY - UPDATED AS ON 09-01-2026	The master direction issued by RBI dated 28.11.2025, updated as on 09.01.2026 (consequent to the amendment direction) is enclosed as Annexure-I for information and compliance by the operating functionaries.
11	30/01/2026	1179/2025 - 26	NBG/RE,H&HD-HL/68/2025 - 26	MODIFICATIONS IN OPERATING INSTRUCTIONS FOR COMBO HOME LOAN	Refer to our circular dated 25.07.2023, advising the detailed guidelines governing the Combo Home Loans for plot purchase plus construction. In response to the feedback from operating units, Competent Authority has approved certain modifications in operating guidelines which are appended in the circular.
12	30/01/2026	1180/2025 - 26	International Banking Group (IBG)/GP&S/SRVA/1/2025 - 26	STANDARD OPERATING PROCEDURE (SOP) FOR HANDLING OF OPERATIONS IN SPECIAL RUPEE VOSTRO ACCOUNTS (SRVA)	With reference to e-circular dated 12/01/2023, vide which Standard Operating Procedure (SOP) for handling of operations in Special Rupee Vostro Accounts (SRVA) was advised. The revised Standard Operating Procedure (SOP) for handling of operations in Special Rupee Vostro Accounts (SRVA) approved by the competent authority is attached as Annexure for Operating functionaries handling trade transactions related to Special Rupee Vostro Accounts. a
13	31/01/2026	1181/2025 - 26	CDO/STU-MNDTRY LEAR/6/2025 - 26	MANDATORY LEARNING FOR OFFICERS UPTO SMGS-V: GUIDELINES FOR 2025-26	The guidelines pertaining to the forfeiting of 5-in-1 allowance / corresponding monthly allowances at foreign offices have been modified as under: 1. The timeline for implementing disincentive of 5-in-1 allowance related to non-completion of Mandatory Learning has been deferred from 31 st January 2026 to 28 th February 2026. 2.5-in-1 allowance will be withheld/forfeited for the eligible officers, who do not complete their Mandatory Learning & upload the same in HRMS/SPARK (wherever applicable), for the month of February 2026 onwards till completion up to 31 st March 2026. All other guidelines related to the Mandatory Learning guidelines for officers upto SMGS-V for the current FY 2025-26 will remain the same as per circular dated 30.08.2025 and circular 10.11.2025.
14	31/01/2026	1182/2025 - 26	NBG/SMEBU-SPLPROJ/94/2025 - 26	SME BUSINESS UNIT: NEW PRODUCT PRE APPROVED SMALL BUSINESS LOAN (PASBL)	Pre-Approved Small Business loan, a new loan product upto Rs. 10 lakhs has been created to cater to the increasing base of Informal Micro Enterprises, combining the use of Analytics, Digital journeys and Mandatory CGTMSE coverage. CGTMSE Guarantee fee is to be borne by the Bank on behalf of the customer. Product feature,SOP & Forms are attached as annexures to the circular.
15	31/01/2026	1183/2025 - 26	R&DB/AGNYBKG-CTS/18/2025 - 26	CENTRALISATION OF OLRR AT CCPC	RBI/NPCI has implemented Continuous Clearing w.e.f. 04.10.2025. In this regard, Bank has issued e-Circular dated 02.09.2025 on SOP for CTS Continuous Clearing. At present, ORR (Online Rejection Referral) is processed by home branches. In view of the continuous inward presentation in CTS Continuous clearing, the role of branches & CCPCs defined in the e-Circular.
16	31/01/2026	1184/2025 - 26	R&DB/AGNYBKG-CC/19/2025 - 26	POLICY ON GUARDING OF CURRENCY CHESTS	The RBI vide their letter No. DCM/(S&D)/No. G-17/ 12.02.29/ 2007-08 dated 10/01/2008 advised the Bank that the treasure (in the form of Cash) in the Currency Chests has to be guarded round the clock. Bank has formulated a Policy on Guarding of Currency Chests, which has been reviewed by the Central Board in the meeting held on 18.12.2025 and attached as Annexure to the circular.

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17	31/01/2026	1185/2025 - 26	IBG/IBG-Domestic(IBD)/39/2025 - 26	STANDARD OPERATING PROCEDURE (SOP) ON DATA ENTRY IN EXIMBILLS FOR OPENING OF FOREIGN BANK GUARANTEE (FBG) BACKED BY COUNTER GUARANTEE (CG) OF FOREIGN BANKS (FBS) AND OUR FOREIGN OFFICES (FOS)	With reference to Circular dated 31/01/2023, vide which "Standard Operating Procedure (SOP) on Data Entry in Exim for opening of Foreign Bank Guarantee (FBG) backed by Counter Guarantee (CG) of Foreign Banks (FBs) and our Foreign Offices (FOs)" was issued. The SOP needs to be reviewed after every three years or whenever there is change / modification in the instructions / processes. The SOP has now been reviewed and the revised SOP is placed as "Annexure A" for meticulous compliance.
18	31/01/2026	1186/2025 - 26	R&DB/AGNYBKG-CC/20/2025 - 26	POLICY ON CASH RETENTION LIMIT - REVIEW	With reference to e-Circular dated 30.03.2024 circulating Policy on Cash Retention Limit. The Policy has been reviewed incorporating updated instructions and the same has been approved by the Central Board in the meeting held on 18.12.2025. The Policy has been attached as Annexure. and has also been placed in SBI Times > My Workplace > Manuals/Master Circular/Policies/SOP >Policies > Clearing & Currency Management Department > "Policy on Cash Retention Limit".
19	31/01/2026	1187/2025 - 26	CDO/P&HRD-PM/48/2025 - 26	E-PHARMACY SCHEME FOR MEMBERS OF "SBI ELITE POLICY" & "SBI HEALTH ASSIST (POLICY 'B')" FOR 2026-27: AVAILABILITY OF E-PHARMACY SERVICES FOR ONLINE APPLICATIONS & OFFLINE APPLICATIONS	With reference to e-Circular dated 23/01/2025 containing details of the e-Pharmacy Scheme for members of "SBI Health Assist (Policy 'B')" and SBI Elite Policy. Further, renewal of SBI Health Assist (Policy 'B') on modified terms and conditions was advised vide e-circular dated 19/12/2025. The e-Pharmacy scheme for Policy Year 2026-27 has been renewed and as per the existing structure of e-Pharmacy Scheme, retirees can select their preferred e-Pharmacy vendor from a list of three e-pharmacy vendors. The detailed information regarding e-Pharmacy services has also been uploaded on the following link: https://sbi.bank.in/web/personal-banking/pension-seva/medical-benefits .
20	31/01/2026	1188/2025 - 26	NBG/PBBU-PMD-GL/26/2025 - 26	GOLD LOANS: MARKET VALUE OF GOLD FOR AGRI, SME & PB GOLD LOANS EFFECTIVE FROM 01.02.2026	With reference to e- Circular dated 14.01.2026, advising the Market Value of gold w.e.f. 15.01.2026 for Agri, SME & Personal Banking (PB) Gold Loans. As per regular monthly review, revised Market Value per gram of Gold with effect from 01.02.2026 has been mentioned in the circulas.
21	31/01/2026	1189/2025 - 26	RB&O/DMD(Ops.-CM)/Ops/VM (Non-IT)/6/2025 - 26	BANK'S OUTSOURCING POLICY (NON-IT) VERSION 10.0: ADDENDUM IN TERMS OF RBI'S MASTER DIRECTION ON MANAGING RISK IN OUTSOURCING 2025.	With reference to e-Circular dated 06.01.2026 on Bank's Outsourcing Policy (Non-IT) Ver:10.0 duly approved by the Central Board on 26.11.2025. The Policy has been formulated based on RBI Circular dated 03.11.2006, containing guidelines on managing risk and code of conduct in outsourcing of financial services. Accordingly, the proposed additions/modifications contained in RBI's Master Direction 2025 dated 28/11/2025 vis-a-vis the existing clauses incorporated in the Outsourcing Policy (Non-IT) Version 10, duly approved by the Competent Authority are placed as Annexure for immediate compliance.

With revolutionary greetings,



Shubhajyoti Chattopadhyay
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