

बँक ऑफ महाराष्ट्र  
प्र.का.लोकमंगल, 1501,  
शिवाजीनगर, पुणे 411 005  
विधि सेवाएँ विभाग



BANK OF MAHARASHTRA  
H.O:LOKMANGAL,1501  
SHIVAJINAGAR, PUNE 411005  
LEGAL SERVICES DEPARTMENT

CENTRAL PUBLIC INFORMATION OFFICER- HEAD OFFICE, PUNE  
Tel No.25536256 Fax: 020-25513123  
E-mail:bomcolaw@mahabank.co.in Web: www.bankofmaharashtra.in

No.AX1/legal/RTI/2017/18

29/12/2017

**By Registered post with Acknowledgement due**

Dear Sir,

**Re: Your application under the RTI Act, 2005.**

We refer to your application dated 30/11/2017. In this regard we provide the information as under as received from the concerned department:

No	Information Sought	Reply
1	What is the role of Probationary Officer in our bank.	An officer has to perform the role, duties and functions as assigned by the Bank including supervisory, managerial and ministerial work.
2	How many leave applicable for Probationary officer.	During probation period an officer is allowed following leave as per his entitlement and subject to administrative exigencies.  1. Casual Leave-Maximum 12 days in a year. 2. Privilege Leave-Maximum 33 days in a year. No privilege leave to be availed before completion of eleven months of service on duty. 3. Sick Leave-Maximum 30 days on Half Pay in a year.
3	What kind of loan available for Probationary officer as a staff member.	During probation period, an officer employee is not eligible for any schematic loan facility.

If you feel dissatisfied with the reply, you are entitled to file an appeal within 30 days to the below mentioned Appellate Authority

**General Manager, Resource Planning, Bank of Maharashtra, 'Lokmangal' 1501 Shivajinagar, Pune, 411005.**

Yours faithfully,

**CPIO  
Bank of Maharashtra**