



Preparation of Credit Manual

ATTENTION ALL RETIRED OFFICERS OF THE BANK

The Bank is in the process of updating Credit Manual. It has been decided that this job would be entrusted to the retired Officers of the Bank, who had exited from the Bank by way of Superannuation / Voluntary Retirement, after 31.03.2011. The details are as under –

1. Officers (including Executives) retired after 31-03-2011 shall be eligible for applying for the job.
2. The applicant should be minimum Scale III at the time of retirement.
3. The Credit Manual has several chapters which would be grouped in 5-6 groups according to the subject matters.
4. Each Officer would have to opt for three groups in order of preference. Out of these one would be allotted to him/her.
5. For reference purposes access to Banks Circular & KMT site would be provided to the selected retired Officers.
6. Bank would not provide any hardware or printers.
7. Officer has to work from home.
8. The selected Officer would be reporting fortnightly to the editorial committee formed at H.O. for the purpose.
9. Chapter wise time schedule for submission of draft for each Chapter to be provided by Officer after selection.
10. Remuneration of Rs 30,000/ p.m. (Maximum for 2.5 months) would be paid in lumpsum after completion of the allotted job.
11. Maximum period for submission of drafts on all chapters 2 months.
12. The modifications as suggested by editorial committee would have to be incorporated in third month.
13. Bank may discontinue the contract without giving any reason.

Interested Officers / Executives may contact DGM, HRM, H.O. Pune, for further queries. The project is to be commenced immediately. **Last date for applications is 30-08-2014.**