

	<p style="text-align: center;"><b>STATE BANK OF INDIA OFFICERS' ASSOCIATION CHANDIGARH CIRCLE</b></p> <p style="text-align: center;">C/O State Bank of India, Local Head Office, Sector 17, Chandigarh Contact Nos. : 0172-4567134-133-135, 9501653388 Email: <a href="mailto:sbioa.chd@sbi.co.in">sbioa.chd@sbi.co.in</a> <a href="http://www.sbioacha.org">www.sbioacha.org</a></p>
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Circular No. 2023/11

Date: 25.03.2023

**TO ALL OUR MEMBERS:**

Dear Members,

We reproduce hereunder the text of AISBOF Circular No. 23 dated 25/03/2023 contents of which are self-explanatory for information of the members.

Yours truly,



(Sanjay K Sharma)  
General Secretary

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**CIRCULAR NO. 23  
TO ALL OUR AFFILIATES**

**DATE: 25.03.2023**

**WORKING ON SUNDAYS AND HOLIDAYS: OUR CONCERNS**

We have sent a communication to the Dy. Managing Director (HR) & Corporate Development Officer, State Bank of India, on the captioned subject.

A copy is enclosed for your information.

Yours comradely,

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**(Deepak Kumar Sharma)**  
General Secretary

The Deputy Managing Director (HR) &  
Corporate Development Officer  
State Bank of India  
Corporate Centre,  
Madame Cama Road,  
Mumbai - 400021

Respected Sir,

**WORKING ON SUNDAYS AND HOLIDAYS: OUR CONCERNS**

Sir, we are regularly bringing in the notice of Management, incidents of calling the officers on 2<sup>nd</sup>/4<sup>th</sup> Saturdays/Sundays/Holidays across the circles without following the laid down instructions of the Bank and directions/guidelines issued by the Corporate Centre. The issue has been an agenda item in structured bilateral meetings besides having discussed this issue at length from time to time in our one-to-one interactions with senior officials and in the various communications resting on the subject.

2. The bank's instructions clearly state that officers are eligible for Compensatory off and reimbursement of out-of-pocket expenses which were reiterated vide HR department letter no. HR/CD&S/2022-23/MR/59 dated 19<sup>th</sup> August, 2022. Unfortunately, the very next day, bank has issued instructions unilaterally that either Compensatory off or reimbursement of out-of-pocket expenses will be paid, not both. The matter was immediately brought in the notice of HR department at Corporate Centre and we were given to understand that issue will be resolved and dignity of officers' will be maintained.

3. We would like to emphasise the fact that the benefit of payment of out of pocket expenses and granting of compensatory off are not a substitute for one another. Worthwhile to note that it is a statutory obligation upon employer to provide a weekly off. The holidays in the banking sector are declared under the NI Act and off day on

2nd & 4th Saturday is granted as per Industry level settlement which is a binding on all the parties to the agreement, and therefore a compensatory off provides to compensate an officer for such legally earned benefits should he/she be called upon to attend duties on any such day.

4. On the other hand out of pocket expenses are paid to reimburse an officer for discharge of his official duty on a day which was meant to be a non working day otherwise and salary would have been already been paid for that holiday to all employees, irrespective of whether they are called to work or not .

5. It is therefore amply clear that both the benefits accrue to an officer if he/she is called upon to attend duties on any such day and denial of any one tantamount to depriving the officer of his legitimate dues.

6. Sir, as a responsible trade union, we always appreciate any constructive approach taken by the bank for the growth and development of our esteemed institution as well as for the well-being of its officers. You may also agree that any exploitation of human resources would be detrimental to the growth and development of a service sector like ours, where motivated officers are the main driving force.

7. We would also like to highlight another important issue related to the matter. The employees called to work on holidays are mostly marked absent in HRMS on that particular day in absence of the official order of the competent authority, which is a pre-requisite to make the necessary amendments in HRMS. Marking the officials absent in the official record, while they are present on duty, is not only detrimental to the interest of the organisation but is also bad in law. Any loan processed or document executed on such holiday, where the dealing officer has been marked absent in HRMS, can create legal issues in future.

8. Even in cases where the official orders are issued, getting the same uploaded in HRMS for payment of Out of pockets expenses and availing compensatory off is a long, cumbersome and inconvenient procedure for the operating functionaries, which needs to be simplified.

In view of the above, we request you to look into the matter and arrange for an employee-friendly resolution. Meanwhile, we will ask our members to attend office on holidays, only on the written instructions of the competent authority and thereafter get themselves marked as present on the such days. We are hopeful of a swift action in this important matter, and we look forward to hearing from you soon.

Thanking you.

Yours sincerely,

**Sd/-**

**(Deepak K Sharma)**

**General Secretary**