

## Proceedings of the Meeting of Sub-Committee

Date : 21.04.2021

Time : 03.30 PM

Venue : Virtual Mode.

**STATE LEVEL BANKERS' COMMITTEE OF ANDHRA PRADESH  
CONVENOR: UNION BANK OF INDIA**

**यूनियन बैंक ऑफ इंडिया**  **Union Bank of India**

यूनियन बँक ऑफ इंडिया A Government of India Undertaking



FGM Office, 2<sup>nd</sup> Floor, Union Bank of India  
Andhra Bank Building, RR Apparao Street, Vijayawada  
Phone: 0866 - 2562522, 2562518  
Fax: 0866 - 2562521 Email: [slbc@unionbankofindia.com](mailto:slbc@unionbankofindia.com)

**Proceedings of Meeting of Sub- Committee**

Meeting of Sub-committee was held on 21.04.2021 through video conference to discuss on revised Business Continuity Banking plan in the wake of abnormal surge in Covid-19 cases ,and also rapid contraction of staff, Bank customers and public in general. Indian Banks' Association (IBA) in its letter dated April 21,2021 provided advisory on Standard Operating Procedure to be followed by Banks to arrest spread of deadly disease.

The following resolutions are arrived at the meeting after at length discussion.

- Working hours (business hours) of the Banks shall be restricted to **10 AM – 2 PM**. Banks shall encourage door step banking activities.
- However, Currency Chests, ATM Cash Loading Vendors, ATM Back Offices, Clearing Houses, Bank Treasury Offices, Forex Back Offices & SWIFT Centres and others centres as authorized by the Head Offices of the Bank will function normally.
- Banks shall continue to provide four mandatory services (accepting deposits, cash withdrawals, remittance and government businesses) apart from other need based services during the truncated working hours.
- Banks to ensure that all alternate delivery Channels like ATMs, BCs, CDMs are in active and functional seamlessly mode.
- Banks should ensure proper functioning of digital banking platforms during this period.
- It is the discretion of Individual Bank to permit Branches to work with lean work force, and allowing work from home facility to avoid congregation at branch level/ controlling and other Offices.
- Banks to take all necessary steps to ensure availability of sufficient cash with branches for pension payments and other DBT payments etc.
- LDMs shall take active lead at District level to coordinate with Local Administration in resolving of unforeseen issues if any.
- The aforesaid Business Continuity Plan will remain in force till **15.05.2021** or until further communications by SLBC of AP.
- Banks should ensure the availability of sanitizers at Branch, BC locations and ATM locations.
- Banks shall reiterate the precautionary guidelines to the BCs and CSPs and to provide necessary support to ensure safe transactions.



- The laid down protocol regarding social distancing, management of the customers, health and sanitation, wearing masks and gloves etc which are mandated by IBA advisory to be strictly followed in all bank premises.
- Banks shall sanitise completely the all areas in the premises of Branches/ ROs/ZOs/other offices with the use of approved disinfectant mediums.
- Banks shall display the information on modified working hours and services available at all entrances, workplaces and common spaces, and other customer visit places like ATMs, E-Lobby etc to spread awareness among the customers.
- Any decision taken by the District Administration subsequently based on the local conditions, will supersede the instructions issued by SLBC in this regard.
- Employees should be encouraged to take vaccination for themselves as well as for family members.
- Banks may also arrange for emergency medical help kits at district/city level to ensure immediate support for staff members.



**PARTICIPANTS (Virtual mode)**

S.No	Bank	Executive
1	Reserve Bank of India	Shri. Doma Sarath Chand - AGM
2	NABARD	Shri. Vijay Turumella
3	SLBC	Shri. V Brahmananda Reddy - SLBC Convenor
4		Shri. E Raju Babu - SLBC AGM
5	State Bank of India	Shri. Seshagiri Rao - AGM
6	Union Bank of India	Shri. Srinivas Shetty - FGM, vpm
7	Bank of Baroda	Shri. Rajsekhar- DGM
8		Shri. Y V Koteswara Rao - DGM
9	Bank of Maharashtra	Shri. Divesh Dinakar - DGM
10	Canara Bank	Shri. JSV Subrahmanyam - AGM
11	Indian Bank	Shri. P V Prasad - DGM
12	CGGB	Shri. T Kameswara Rao- Chairman
13	Axis Bank	Shri. Prasanna Kumar
14	ICICI Bank	Shri. N Ramakrishna
15	IDBI Bank	Shri. Shaik Rambramam
16	Karur Vysya Bank	Shri. Sudheer Chowdary
17	Tamilnad Mercantile Bank	Shri. Padmanabhan
18	Yes Bank	Shri. S Behara
19	LDM Krishna	Shri. R Rama Mohana Rao - CM
20	LDM Srikakulam	Shri. GVBD Hari Prasad - CM
21	LDM East Godavari	Shri. J Shanmukha Rao - SM
22	Indian Overseas Bank	Executive/Officer
23	Bank of India	Executive/Officer
24	Bandhan Bank	Executive/Officer
25	Federal Bank	Executive/Officer
26	HDFC Bank	Executive/Officer
27	KBS Local Area Bank	Executive/Officer
28	APGB	Executive/Officer
29	APGVB	Executive/Officer
30	SGB	Executive/Officer
31	APCOB	Executive/Officer

