



EK JHALAK 2025

A Snapshot of Facilities and Benefits Available to Staff

REIMBURSEMENTS

- Cleaning Material: ₹650 (Clerical), ₹450 (Sub Staff) — BC 117/215 dt. 07.12.2023
- Wellness Expenses: ₹400 (Clerical), ₹300 (Sub Staff) — BC 113/165 dt. 16.12.2019
- Petrol: Special CSA 20L (*₹900), Sr. CSA Cash 16L (*₹800), CSA 13L (*₹700), Office Attendant 9L (*₹500), — BC 115/217 dt. 12.11.2021 (*Lump Sum Amount without vehicle)
- Entertainment Exp. to Special CSA: ₹350 P.M. — BC 113/124 dt. 25.09.2019
- Supply of Brief Case/Bag (once in 3 years): Sr. CSA CASH/Special CSA ₹1500, CSA ₹1000, Office Attendant ₹750 — BC 117/214 dt. 07.12.2023

SUPPLY OF UNIFORMS TO SUB STAFF

- Summer (Male/Female): ₹2500 per set (incl. stitching). 3 sets Pent Shirt/Sari with Blouse/Salwar Kameez once in 2 years
- Winter (Male/Female): ₹5475 one set in 3 years (incl. stitching)
- Footwear + 2 pairs of socks every year: ₹1950
- Umbrella (once in 2 years): ₹490 or Raincoat (once in 4 years): ₹920
(Ref: HO IOM HO:HR:IR:MKB:I-427 dated 25.02.2025)

SAFETY GEAR FOR HOUSEKEEPERS

- Rubber Hand Gloves: ₹80/month
- Mask: ₹80/month (4 @ ₹20 each)
- Aprons: ₹200/year
- Washing Aprons: ₹10/month
- The House Keeper below the age of 35 yrs.' are entitled for health checkup as per BC 106/40 dated 23.05.2012
(Ref: BC 110/122 dt. 06.10.2016)

TRAINING, CHILD CARE & WELFARE

- Out of Pocket Expenses for Attending Residential Training Programme: 1/4th Halting Allowance as per BPS. BC 117/228 dated 20.12.2023 Non Residential Halting Allowance (Upcountry trainees) Rs. 150/- per day at Mumbai & Delhi Rs.125/-per day at other Centres (Local trainees). For Hotel accommodation refer ek nazar/12th BPS.
- Child Care Allowance (Female/Male Single Parent): ₹3000/child/month up to 5 years (Max 2 children) — BC 117/157 dt. 25.09.2023
- Staff Welfare Scheme: Funds allocated for Canteen, Library, Cultural Activities, Sports & Education Benefits/Tuition Fee Reimbursement.
- Holiday Home: Available at select places (For List visit our website) @ ₹100/day
- First Aid Kit provision at branches — BC 105/09 dt. 06.04.2011
- Health Check-up: ₹3000-₹3500 once in 2 calendar years & above 50yr Annually BC No.115/09 dated 01.04.2021.
- Staff Benevolent Scheme (BSBS): Join within 90 days of joining by paying ₹500 — BC 117/275 dt. 09.02.2024



TRANSFERS/ CAREER GROWTH

- Intra/Inter-Zone Request Transfers Available as per policy — BC 91/59 dt. 02.07.1997
- For Career growth periodical Promotions from Sub Staff to Clerical & Clerical to Officer Cadre are available.

FELICITATION & BENEFITS TO RETIREES

- Milestone Award: From 01-04-2026 in honour of **25 years** of unblemished completed services a **25 gms. Silver Medallion** will be presented- BC 119/187 of 16.12.2025
- REMAS Membership: An Employee may apply online through HRMS before retirement. Fees — Clerical: **₹30000**, Sub Staff: **₹15000** — BC 111/175 dt. 31.01.2018& 111/66 dt. 29.07.17
- Farewell Scheme: To Felicitate the retiree employee a bouquet/garland costing **₹. 1000/- , ₹ 100/-** Per person for tea and refreshment and CERTIFICATE & Silver Plate (**200 gm.**) to be presented , and branch to arrange to drop the retiree staff at his residence. BC 97/145 dt. 06.01.2004 & BC 115/288 dt. 22.02.2022, **₹1000** for arranging air purifying plants — BC 117/89 dt. 07.12.2023
- Retired Employee ID card: On request — HO IOM dt. 20.01.2012
- For gist of benefits/facilities to retirees staff BC 108/181dt 05.01.2015 BC109/203 dated 12.02.2016.
- Preferential Rate on Deposits: **+1%** for staff/retired staff/spouses

DEATH RELIEF & COMPASSIONATE APPOINTMENT

- Death Relief: **₹1,50,000** — BC 117/268 dt. 02.02.2024
- Compassionate Appointment/Ex-Gratia Lump sum Amount for details refer — BC 108/132 dt. 29.09.2014, 115/213 dt. 03-12-2021.

ADVANCE & LOAN FACILITIES

- **Festival Advance:** All confirm staff may avail Interest Free Salary Advance for specified festival equivalent to **One Month Gross Pay**. BC 113/123dated25.09.2019.
- **Personal Overdraft** (10+ yrs): Clerical **₹10 Lacs**, Sub Staff **₹6 Lacs**. Confirmed Employees are also eligible — BC 118/144 dt. 21.09.2024
- **Vehicle Loan:** **₹13 Lacs (Clerical), ₹12 Lacs (Sub Staff)**. EVs up to **₹15 Lacs**, tenure till **65 yrs**. **Eligibility :2 years . ROI 5.50% simple EMI 120+80, 70+14.** — BC 118/139 dt. 20.09.2024
- **Housing Loan:** **Clerical ₹80 Lacs, Sub Staff ₹50 Lacs.** Eligibility **2 Years** ROI: **5%-6%**, — BC 118/182 dt. 18.12.2024. Repayment **360 (270+90)** Monthly Inst.upto**75 years** of age. Personal Accident Insurance Causing Death/Permanent Total Disablement due to Accident is also available, BC 117/213 dt. 07.12.2023
- **Loan against PF: 3/6 Basic Pay** — BC 96/134 dt. 01.01.2003
- **Non-Refundable PF:** Clerical **₹3 Lacs**, Sub Staff **₹1.80 Lacs** for Purchase of house, Marriage, Medical Treatment etc. BC 82/253 dated 21.11.1988, 109/148 dated 21.05.2015 & 110/54 dated 31.05.2016.
- **Staff Members** may also avail **Other Loans** under the Bank's various schemes, But total deductions not to exceed **60%** of gross salary

For more details, visit **STAR DESK PORTAL** or

Contact:

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