

NATIONAL CONFEDERATION OF BANK OF INDIA STAFF UNIONS

website:www.ncbisu.in

(Affiliated to: NCBE)

e-mail:ncbisu@yahoo.co.in

PRESIDENT OFFICE:

c/o Bank of India
Jalandhar Main Branch
Gyan Cottage, G.T.Road,
Jalandhar City 144001 (PB)



GENERAL SECRETARY OFFICE:

c/o Bank of India
Lucknow Main Branch
Naval Kishore Road,
Lucknow-226001 (UP)

Circular 2026/11

Date: 16-03-2026

To
All Unit/Members

Issues Related to Inter-Zone Request Transfers of CSA/Recruitment of CSA 2026-27

We reproduce our Federation Letter No NCBISU/2026/31 dated 16-03-2026 addressed to CHIEF GENERAL MANAGER HR of our bank for information of all our affiliate units & members.

With warm Greetings

K.K.Khosla
President

The Chief General Manager HR

Bank of India
Head Office, Mumbai

Sir,

Inter-Zone Request Transfers of CSA **Recruitment of CSA 2026-27**

We refer to our representations on the captioned subject; In this regard we would like to bring to your kind notice the following issues regarding the Inter-zone **Request transfers of CSA/ Recruitment of CSA**.

Non- Relieving of CSA Staff Inter Zone Request Transfer Orders:-

The Inter-zone request transfer list of 1396 CSA was issued by the Head Office on 03.09.2025 with instructions to Zonal offices to allot the branches to the transferee by 12-09-2025 to facilitate the relieving/joining. It may also be added that some transferee pertaining to earlier list of 520 CSA issued on 16-05-2024 with instructions to Zonal offices to allot the branches to the transferee by 07-06-2024 to facilitate the relieving but still **ALL** are not relieved. However, even after the lapse of long period, majority of the transferee CSA staff have neither been advised the posting nor relieved by their respective Zones. We request your urgent Intervention for the implementation of the captioned Head office orders & seek the immediate relieving of the concerned staff to join their new Zones without further delay, otherwise it looks that orders are shown on paper only without any action.

It may be mentioned that Zonal offices are not issuing the transfer letters without any reasons in spite of clear instructions of Head office, causing immense mental stress & a lot of harassment to the transferees, in this situation the transferee are very much upset & suffering without any justification.

In view the above-mentioned facts, we urge the Management to ensure a proper & transparent process in the matter to avoid reoccurrence.

It is worth to mention that earlier in our Bank, the branch wise sanctioned strength of staff was notified to the Zonal offices in a timely manner for hassle-free replacement & recruitment. However, at present the sanctioned strength of staff is not available. We request that the sanctioned strength of staff for all branches be intimated to the Zonal offices so that need based CSA/staff may be posted at branch for proper functioning & to provide better customer services.

We would also like to mention that request transfers are governed by the **Transfer Policy** circulated vide **BC No. 91/59 dated 02.07.1997**, which clearly specifies that applicants with **three years** of service are eligible for transfer on the basis of seniority. The said policy also provides **certain preferences** as per **Govt.** guidelines & (Para 4,6,8 & 10 of the policy) in specific cases such as **marriage grounds, physically handicapped employees requiring treatment for major ailments, etc, & weightage to ex-servicemen re-employed in the Bank.**

However, in the transfer lists released during **2024–25**, it has been observed that the above criteria have not been strictly followed, as a result several eligible employees who had applied for request transfer within the stipulated time was not included in the list, this was also represented for rectification. It may therefore be ensured that no eligible applicant's name is omitted from the transfer list.

Head office may kindly obtain confirmation from Zonal offices that no request transfer applications are pending with them & that all applications have been forwarded to Head Office. It has been observed that Zonal offices are not consistently following the practice of informing branches about forwarding such applications. To avoid this issue, the Bank may consider starting **online submission of request transfer applications through HRMS**, as advised vide **IOM No. HO:HR:TR:759 dated 22.09.2025.**

It may also be mentioned, with reference to the policy & **Para 4 of IOM No. HO: HR:TR:708 dated 03.09.2025**, that before issuing Inter-zone request transfers, priority should be given to the existing CSAs posted within the Zone/bank who have already requested transfer to the said centre.

The transferee zones may also be advised to follow the provisions/guidelines of the Request Transfer Policy (**Para 14 of BC No. 91/59 dated 02.07.1997**) while deciding the posting of the concerned staff. If the preferred centre is not available, posting may be considered at a nearby centre. However, it has been observed that postings are being made at far-away centers without clear criteria.

We therefore urge the orders issued by Head office must be implemented within the stipulated time as per the guidelines & to ensure the allotment of branches by the Zonal offices for the remaining transferees from the **2024 & 2025 lists** & to fix a **common relieving date across the country.**

It may be added that the facility of request transfer is provided by the Bank to help employees settle & take care of their families, which ultimately benefits the Bank as well. If employees are not posted at their preferred centers, the purpose of request transfer is defeated, as they will again have to apply for intra-zone transfers, thereby prolonging the process indefinitely.

Recruitment of CSA 2026-27:-

We may mention that in the year 2025 the list of successful 1617 CSA were allotted in 01-04-2025 but the allotment list of 1552 CSA was provided the Zonal offices on 14-08-2025 for recruitment that

is after five months of allotment by IBPS & as a result so many candidates not joined the services in our bank. Now in 2026 IBPS has allotted 1700 CSA candidates for recruitment.

We hope that bank will release the allotment list of CSA to Zones for recruitment at earliest possible & will avoid reoccurrence of last year delay.

We urge the Bank to ensure to **release the Inter-zone request transfer lists for CSA staff as on 31-03-2026 in APRIL 2026 coinciding with the recruitment of new staff for smooth relieving of transferee staff.**

Keeping in view the above facts, we sincerely hope that timely action will be taken to make the request transfer system meaningful & in line with our Bank's slogan, "The Bank that Cares..." in keeping with the long-standing traditions of our institution.

Sir, we trust that the necessary steps will be taken to resolve the issues & uphold the principles of fairness & inclusiveness in our Bank.

Hope for timely action.

Thanks & Regards

**Y.K.Arora
General Secretary.**

NCBISU.....ZINDABAD

NCBE.....ZINDABAD

OUR UNITY.....ZINDABAD