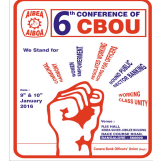




Canara Bank Officers' Union[Regd.]
[AFFILIATED TO ALL INDIA BANK OFFICERS' ASSOCIATION]
A.K.Nayak Bhavan, 2nd Floor 14, Second Line Beach,
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REF:CBOU/36/2020-GS

Date :: 11.07.2020

To

THE CHIEF GENERAL MANAGER
CANARA BANK,
PM Section, HEAD OFFICE
112 J C ROAD, BANGALORE 560 001

Dear Sir

SUB :: ATTENDANCE MARKING DURING LOCKDOWN
REF :: HO CIR 287/2020 DTD 16.04.2020

We appreciate the decision of our bank to permit payment of an additional one day's salary for every six working days to such employees who have attended office during National Lockdown and worked during the difficult period. We also appreciate the efforts of your good office for implementing online Attendance Marking during Lockdown, to arriving at the payment.

Sir, many of our officer employees couldn't attend office during the week due to restrictions imposed in movement on the wake of Lockdown at various centres, lack of public travel facilities, leave and other such reason. And such employees couldn't update their attendance in HRMS Package within the specified time.

Keeping in view, the above difficulties we request your good office to kindly permit one more opportunity to complete the process to such Employees who unintentionally missed the opportunity.

Union is hopeful that the above request will be considered positively in the best interest of such officer employees and necessary actions initiated at the earliest and oblige.

Yours faithfully

H VINOD KUMAR
GENERAL SECRETARY