

CANARA BANK OFFICERS' UNION (REGD)

DRAFT TRANSFER POLICY FOR CANARA BANK OFFICERS

The transfer policy in our Bank is uncodified till today. Way back in 1998 there was a communication through LDGM : PWPM:LDGM1/98:SRS DATED 19 3 1998 enumerating the policy guidelines in respect of transfer in our Bank.

But experience shows that the guidelines are rarely followed by our Bank and every year a different model is adopted by our bank which lands ultimately in the de motivation of Officers leading to business reduction in our Bank.

It is also seen that various other banks have their policy codified and updated at regular intervals taking into account the requirement of the Bank.

It has been a long standing demand of CBOU that our Bank puts in place a policy guideline on transfers for Officers up to scale III so that the officers will be able to balance their personal life vis a vis their career progression. The untimely transfers affects the morale of an Officer ultimately leading to business loss to our Bank . This has been the position for the last 15 years.

Hence we submit the following draft transfer policy for our Head Office to consider.

TRANSFERS ARE CLASSIFIED INTO THE FOLLOWING CATEGORIES:

1. Promotion transfers
2. Rotational transfers
3. Request transfers
4. Compassionate ground transfers.

APPILICABILITY:

1. All the Circles shall be classified into Linguistic States for transfer purposes.
2. All transfers of Officers up to Scale III shall be governed by the Transfer Policy for Officers.
3. All Transfers listed hereinabove up to point 4 shall have to be synchronized so as to have sufficient vacancies to accommodate the requirements of the individual and also the need of the institution.
4. The stay of an Officer in place where more than one branch is available may be for a period minimum three years and maximum of 5 years.
5. Where more than on linguistic state is falling under the Circle concept, then the transfers are to be restricted to the linguistic state to an extent possible.
6. In the matter of promotional posting, the resultant vacancies after adjusting the request transfers from other circles should be filled up based on descending order of age (older in age to be retained nearest and the younger in age has to be placed accordingly).
7. While effecting the transfers of Officers, the exemption to the following categories are to be considered according to the following priorities.
 - a. Officers served in North Eastern Region including Andamans and Nicobar Islands.
 - b. Officers who attained the age of 57 years .

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- c. Physically challenged Officers as per the Government Notification
- d. Women Officers
- e. Office Bearers upto Central Committee members – atleast one representative for each circle to all the Officers organization equally.
- f. Officers who have served the Tribal/Difficult area as decided by the respective State Government/bank.
- g. Any Officer who has undergone serious ailments, listed in the Joint note signed between 4 apex level Unions with IBA.

8. Compassionate Ground Transfers.

Any Officer affected by health or certain peculiar family problems may apply for a transfer to his place of choice and the competent authority to consider the same and the competent authority should be at the Head Office of the Bank.

9. Consideration of the transfers should be delinked from Leave availed by an Officer as the leave accrued to all officer is earned by the Officer.

10. The distribution of the branches based on linguistic States are as under. (regrouped into zones)

ZONE 1 : TAMIL NADU, & KERALA INCLUDING PONDICHERY

ZONE 2 : KARNATAKA & ANDHRA PRADESH INCLDING GOA

ZONE 3. MUMBAI, MP, CHATTISGARH,

ZONE 4 – GUJARAT, RAJASTHAN,

ZONE 5 – DELHI, PUNJAB, HARYANA AND J & K

ZONE 6 – UP, UTTARAKAND, BIHAR AND JAHARKAND

ZONE 7 – WB, BHABANESHWAR, AND NORTH EASTERN STATES