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स्टेट बैंक ऑफ इण्डिया ऑफिसर्स एसोसियेशन
State Bank of India Officers' Association (Patna Circle)

All Letters to be
Addressed to the
General Secretary

Regd. No. 1872 of 1975
(REGISTERED UNDER TRADE UNION ACT - 1926)

State Bank Building
West Gandhi Maidan
Patna - 800 001

CIRCULAR NO. 32 /2019

DATE : 17.10.2019

TO,
ALL MEMBERS

Reimbursement of 4-in1, Entertainment, Telephone in HRMS
Introduction of Straight Through Process

We reproduce hereunder the text of the **AISBOF Circular No. 97** dated 16.10.2019, the contents of which are self-explicit.

With warm greetings,

(Ajit Kumar Mishra)
GENERAL SECRETARY

OUR UNITY : ZINDABAD-ZINDABAD
S.B.I.O.A. : ZINDABAD-ZINDABAD

TEXT

Reimbursement of 4-in1, Entertainment, Telephone in HRMS
Introduction of Straight Through Process

We have sent a communication to the DMD (HR) & CDO, State Bank of India, on the captioned subject.

A copy is enclosed for information.

Yours comradely,

(Soumya Datta)
General Secretary

No.6466/64/19

Date: 15.10.2019

The Deputy Managing Director (HR) & CDO
State Bank of India,
Corporate Centre, Nariman Point,
Mumbai.

Dear Sir

**Reimbursement of 4-in1, Entertainment, Telephone in HRMS
Introduction of Straight Through Process**

You are aware that as per extant practice officers seeking reimbursement of 4in 1, entertainment and telephone expenditure will have to apply in HRMS Portal, which needs to be authorized by an identified 'Approver' requiring manual intervention. Incidentally, the reimbursement of furniture maintenance allowance does not require any manual intervention and instant credit on the same day is afforded by way of 'Straight Through Process'

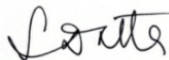
2. Many a time we observe that such claims are not authorized immediately for sundry reasons like the 'Approver' being on leave, on deputation, on transfer or on retirement, etc. In particular, during the transfer exercise such instances become pain-points and reimbursement is inordinately delayed causing angst and resentment.

3. With the evolution of HRMS, availability of data, parameterization of eligible amount for various scales and grades, it would be in fitness of things to examine and bring in a Straight Through Process for reimbursement of 4-in1 and Entertainment expenditure in HRMS. Similar approach may please be examined in case of other routine claims like, mobile/telephone bills etc. Incidentally, such facilities have already been introduced in some PSU Banks.

4. We, therefore, request you to initiate the necessary steps so that the same can be implemented at an early date.

With best regards,

Yours sincerely



Soumya Datta
General Secretary