

CIRCULAR NO. 66 /2020

DATE : 28.04.2020

**TO,
ALL MEMBERS**

COVID-19 Pandemic - Classification of Leave of Absence

We reproduce hereunder the text of the AISBOF circular No. 66 dated 28.04.2020 , 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

COVID-19 Pandemic - Classification of Leave of Absence

We reproduce hereunder the text of AIBOC Circular No.2020/41 dated 28/04/2020 contents of which are self-explanatory for information of the members.



**(Soumya Datta)
General Secretary**

Dear Comrade,

COVID-19 Pandemic - Classification of Leave of Absence

We reproduce below text of the joint letter dated 28.04.2020 addressed to the chairman IBA on the captioned subject. Copy of the letter has also been sent to the Secretary, DFS; Chairman, SBI and MD&CEOs of all banks.

With greetings,

Sd/-
(Soumya Datta)
General Secretary

**ALL INDIA BANK OFFICERS' CONFEDERATION (AIBOC)
ALL INDIA BANK OFFICERS' ASSOCIATION (AIBOA)
INDIAN NATIONAL BANK OFFICERS' CONGRESS (INBOC)
NATIONAL ORGANIZATION OF BANK OFFICERS (NOBO)**

Date: 28.04.2020

The Chairman
Indian Banks' Association
World Trade Centre Complex
Cuff Parade
Mumbai – 400 005

Dear Sir,

COVID-19 Pandemic - Classification of Leave of absence

The entire country is under 'Lockdown' since 24th March 2020 struggling unitedly to prevent the spread of the deadly Coronavirus. It is presumed that in all probabilities, the lockdown will be extended beyond 03rd May 2020. However, against all adversities and constraints, the 'Financial Army' of the country is in the forefront in providing banking services to the citizenry in every nook and corner.

We, the four officers' organisations of the banking industry, have made various communiqués to your good office, the Department of Financial Services, and other different authorities, jointly or severally, stressing the need for ensuring safety and security of the bank employees and officers who have been extending the essential banking services as indicated in your communique dated 22nd March 2020, besides implementing the Coronavirus Relief Package announced by the Hon'ble Finance Minister, braving even the possibilities of spread of the deadly virus and thereby risking their own lives and also lives of their family members.

In this critical situation arising out of COVID-19 pandemic, few banks have introduced 'Alternate Day' working, 'Work from Home' etc. so as to implement the norms of 'social distancing' and 'breaking the chain', as advocated by medical experts and reiterated even by the Hon'ble Prime Minister. While an employee permitted by the Competent Authority to Work from Home, should be treated as 'on duty'; many staff/ officer members are not able to attend office for various reasons such as forced quarantine due to contamination within near relatives or coming in contact with affected persons, quarantine as suggested by the bank, home quarantine on doctor's advice, branches closed down as premises have been sealed as per direction of Local authorities or on account of imposition of Curfew in the area, officers / employees being unable to attend their duties at workplace due to imposition of Curfew imposed in the area of their residence, officials / employees (including audit / inspection staff/ officials) who went out of station for official work under approved tour, but were not able to travel back to their headquarters, staff/ officers who were on sanctioned leave and went to their native place / on other than official work but were not in a position to travel back to headquarters, employees and officials who were on duty at the time of declaration of lockdown and were exempted from reporting for duty, officers who have been repatriated from foreign offices but could not report after completion of mandatory foreign leave, employees and officers who were on sabbatical/ maternity leave and the term end date of their leave fell / are falling within the period of 'Lockdown' and so on. We feel that the abovementioned staff/ officials should be granted Special Leave and in no case their Privilege Leave / Sick Leave should be debited. Needless to emphasise that those who are not attending duty for certain unavoidable personal reasons as per roster in place introduced by the authority, such leave of absence be treated as on 'Privilege Leave' / 'Sick Leave (without production of medical certificate)', as the case may be and under any circumstances should not be treated as 'unauthorised absence' and result in loss of pay.

There is also a need that the differently abled persons / lady employees who are expectant mothers / employees with serious ailments or high health risk, should be exempted from duty till the date of completion of Lockdown as per Gol guidelines. Such employees/officials should be granted 'Special Leave'. Further, officers who were out of station on account of medical treatment of self or family members, as well as the officers who were on sanctioned leave and have been left stranded due to the sudden imposition of lockdown should be permitted to report to the nearest branch/office of the respective banks.

We are happy to note that few public sector banks have already issued detailed guidelines for treating the period of leave of absence on account of aforesaid reasons as 'Special Leave'. But many banks are yet to issue advisory in this regard.

We, therefore, request your good office to issue a suitable advisory to member banks ensuring that a uniform guideline be issued by all the banks on treatment of leave of absence of the employees and officers who are not in a position to attend their duties due to various reasons cited in the foregoing since the introduction of countrywide 'lockdown'.

With regards,

Yours sincerely,

Sd/-
(Soumya Datta)
General Secretary
AIBOC

Sd/-
(Nagarajan S)
General Secretary
AIBOA

Sd/-
(Prem Kumar Makker)
General Secretary
INBOC

Sd/-
(Viraj Tikekar)
General Secretary
NOBO

A virus does not spread itself. It is we, who spread it.
