



**Mobile Number**  
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स्टेट बैंक ऑफ इंडिया ऑफिसर्स एसोशिएशन  
**State Bank of India Officers' Association**  
(Patna Circle)  
Regd No. 1872 of 1972  
REGISTERED UNDER TRADE UNION ACT – 1926

All letters to be addressed  
to the General Secretary

State Bank Building  
2<sup>nd</sup> Floor, Local Head Office  
West Gandhi Maidan,  
Patna-800001

**CIRCULAR NO.10 /2026**

**DATE : 09.01.2026**

**TO,**  
**ALL MEMBERS**

**MEMBERSHIP ENROLMENT AND DEDUCTION CONTROL UNDER CHECK-OFF FACILITY THROUGH ZINGHR**

We reproduce hereunder the text of the AISBOF Circular No. 10 dated 09.01.2026, the contents of which are self-explicit.

*With warm greetings,*

(Amaresh Vikramaditya)  
General Secretary

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

**TEXT**

**MEMBERSHIP ENROLMENT AND DEDUCTION CONTROL UNDER CHECK-OFF FACILITY THROUGH ZINGHR**

We have sent a communication to the Deputy Managing Director (HR) & Corporate Development Officer, State Bank of India, Corporate Centre, Mumbai, on the captioned subject.

The content of the communication is reproduced below.

With Greetings,

Yours Comradely,

**(Rupam Roy)**  
**General Secretary**

To,  
The Deputy Managing Director (HR) & CDO  
State Bank of India  
Corporate Centre,  
Mumbai-400021.

Dear Sir,

**MEMBERSHIP ENROLMENT AND DEDUCTION CONTROL UNDER CHECK-OFF  
FACILITY THROUGH ZINGHR**

With reference to our communication vide letter No. 6571/11/25 dated 06.06.2025, we would like to reiterate our plea inviting your kind attention to the longstanding issue relating to membership enrolment and control over deductions under the check-off facility for Associations/Unions/Cooperative Societies through ZingHR. It remains a matter of concern to see that the issue though attracted positive responses from your good office, yet at the operation level, the same remains unresolved resulting in continuing operational ambiguity and avoidable risk in the administration of membership enrolment and deductions.

The process of membership enrolment, modification, discontinuation and restoration of deductions under the check-off facility as we feel must be governed through a uniform, transparent and duly authorised mechanism, consistent with the prescribed checks and balances applicable to recognised Circle Associations. In order to ensure proper governance, accountability, and integrity of records, it is essential that the entire process is administered exclusively by the Circle HR/HRMS teams, who are appropriately positioned to ensure compliance with extant instructions, maintain audit trails, and prevent deviations from the approved control framework.

We also wish to place on record our serious concern regarding the continued availability of the Maker–Checker functionality at the branch/office level for such transactions. The continuation of this functionality at the operating-unit level poses a significant control vulnerability, as it enables actions that may lead to unauthorised enrolment, alteration, stoppage or restoration of membership deductions, or conversely, deprivation of membership, without any mandate, concurrence or authorisation from the competent administrative structure of the concerned recognised Circle Association. Such an arrangement is inconsistent with the intended control architecture and is liable to result in misuse, disputes, avoidable grievances, and administrative complications.

In view of the above, it is requested that the Maker–Checker facility at the branch/office level, insofar as it relates to membership enrolment and deduction under the check-off facility, may be withdrawn/scrapped forthwith, and the control may be restored and vested solely with the Circle HR/HRMS teams to ensure uniformity, transparency, and adherence to the approved control framework in ZingHR.

We therefore request that the matter may be examined on priority and necessary instructions issued immediately to all concerned for implementation, so as to restore the intended controls and avoid further complication

Yours faithfully,

**Sd/-**

**(Rupam Roy)  
General Secretary**