



# ALL INDIA PNB STAFF FEDERATION

(Affiliated to N.C.B.E.)

**Central Office:**

R-8/38

Raj Nagar

Ghaziabad (U.P.)

Mobile: 9818562336,

E-mail: aipnbsf@yahoo.co.in,

**Camp Office:**

Punjab National Bank

Head Office, Ground Floor, Sansad Marg

New Delhi-110001

Website: www.aipnbsf.org

**Circular No. 18/2020**

**Dated: 06.07.2020**

Dear Comrades,

**Treatment of Absence of Employees during Home Quarantine/Isolation instructed by Bank/  
Local Authorities, Self-Quarantine & shut down imposed by Local Authorities**

We reproduce hereunder letter dated 06.07.2020 of General Secretary, All India PNB Staff Federation addressed to GM, HRMD, Head Office on Treatment of Absence of Employees during Home Quarantine/Isolation instructed by Bank/Local Authorities, Self-Quarantine & shut down imposed by Local Authorities

With revolutionary greetings,

Yours comradely,

**(R. K. Sharma)**  
**General Secretary**

“Sir, vide our letters dated 24<sup>th</sup> March 2020, 1<sup>st</sup> April 2020 and 18<sup>th</sup> April 2020; we have apprehended that sizable number of employees will not be able to attend their duties during Lockdown, despite their willingness to do so. With the continuation of the Lockdown and public transports remained suspended, the employees residing at distant places from their places of posting have found it difficult to attend their offices. In the scenario emerged out of the Pandemic COVID-19, the employees with disabilities and so many other employees were not in a position even to reach to nearby office/branch of the Bank to attend their duties.

On the other hand many employees could not attend their duties due to Home Quarantine/Isolation instructed by the Bank/Local Administration, Self-Quarantine and also due to shut down imposed by the Local Authorities in the area of the branch/office or the residence of the employee.

In this regard, DFS has issued categorical instructions vide their letter dated 29.04.2020. Further, Indian Banks' Association vide their letter no. HR&IR/ IBA/2019-20/002 dated 18.05.2020 has advised all its member banks that the employees with disabilities are exempted from attending their duties during the Lockdown period. The IBA also advised to treat the absence of all such employees who could not attend their duties due to Home Quarantine/Isolation instructed by the Bank/Local Authorities, Self-Quarantine and shut down imposed by the Local Authorities in the area of the branch/office or the residence of the employee as 'Special Leave without loss of Pay' but the Bank has not yet issued any circular in this regard.

As the incumbents of various branches/offices are compelling the concerned employees to submit their Sick Leaves; therefore, we request that the instructions be issued immediately to all the offices to strictly adhere to the guidelines issued by Indian Banks' Association vide their letter no. HR&IR/IBA/2019-20/002 dated 18.05.2020 to treat the absence of all such employees mentioned herein above as 'Special Leave without loss of Pay'

We strongly feel that whatever problems may be to follow the guidelines issued by Indian Banks' Association must not be compromised by the Bank under any circumstances.”

---