

Half Day Leave on the Occasion of Birthday

As, a goodwill gesture, Bank has introduced the concept of half day leave (Second half of the day) on the birthday to the concerned employee w.e.f. 01.02.2020.

General Conditions:

1. This leave will be admissible only on the birth date updated in HRMS record of the employee.
2. The concerned employee will obtain permission of the Leave Sanctioning—Authority before proceeding on half day leave.

(Ref.: Human Resource Management Division Circular No. 486 dated 01.02.2020)