

**Association of Officers of UCO Bank**  
**(Registered under the Indian Trade Unions Act, 1926)**  
**Affiliated to All India Federation of UCO Bank Officers (AIFUCBO)**  
**An Affiliate of All India Bank Officers Association (AIBOA)**

**Circular No. 120/2018-21**

**May 24<sup>th</sup>, 2020**

**TO ALL THE MEMBERS**

**Ref: Formulation of Bank's guidelines on Special Leave to Staff held up at different places on account of Nationwide Lockdown on the lines suggested by IBA**

We reproduce hereunder the full text of letter no. AIBOA/HO/2020-21/09 dated May 22, 2020 issued by Com. Mahesh Gupta, General Secretary, All India Federation of UCO Bank Officers addressed to General Manager, HRM, Head Office on the captioned subject for information of all concerned.

Comradely Yours,

Yours truly,

**Ajoy Kumar Mondal**  
**General Secretary**

**Quote**

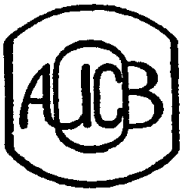
The General Manager  
HRM  
Head Office

Sir,

**Reg: Formulation of Bank's guidelines on Special Leave to Staff held up at different places on account of Nationwide Lockdown on the lines suggested by IBA**

We refer to our two earlier letters dated 13th April, 2020 and 24th April, 2020 wherein besides seeking certain monetary and concession in interest on staff loans we made specific request for either allowing Officers who have been held up at different places due to sudden and abrupt lockdown by Govt. of India on 24th March, 2020, for deputation to nearest branch or sanction of special leave to them.

We presume that Bank would have been waiting for some uniform guidelines applicable to all Banks. Now, IBA has issued a circular addressed to MDs of all Banks on 18th May, 2020 regarding treatment of leaves of employees during lockdown period. In the said circular it has been stated that special leaves without loss of pay be sanctioned to certain category of employees. It has further been advised to Management of all Banks to independently draft guidelines for other category of affected employees considering geographical area of branches where they are located. It has further been emphasised that in this tough time such guidelines drawn must be very considerate, sympathetic and on humanitarian grounds.



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Keeping in view the aforesaid advisory of IBA, we again request you to allow stranded Officers who could not join their branches due to lockdown, to join nearby branch on deputation or allowed to work from home. Alternatively they may be sanctioned special leave without loss of pay.

Similarly physically handicapped employees and pregnant lady employees be allowed to work from home or be treated as on special leave without loss of pay.

We hope that an early action will be taken with regard to leaves and also our earlier request for sanction of Rs.1000/- P.M. towards P.P.E., and reduction of interest on Staff loans will also be addressed.

Regards,

(M K Gupta)  
General Secretary

CC to The Managing Director &  
CEO. CC to The Executive Director.

**Unquote**