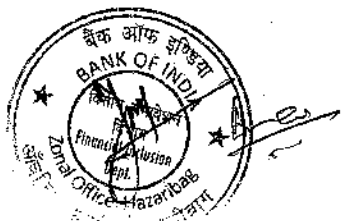


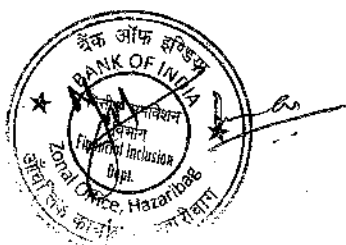
### Additional terms and conditions of engagement

1. Counsellor of Financial Literacy and Credit counselling (herein after called as Counsellor) will be required to work for 6 days a week from 11:00 AM to 5:00 PM from Friday, Saturday, Sunday, Bazar Day and 2 more day as per local requirement. Actual hour may vary depending on the requirement of work. Counsellor will be expected to devote sufficient time to his duties to enable him to carry out the assignment efficiently for which he may be required to attend the Office or to be available to perform functions outside these hours and days.
2. The contract will be for an initial period of one year and renewable at the sole discretion of the Bank for a further period on such terms and conditions as may be stipulated by the Bank subject to maximum age of 65 years and good performance and physical fitness of the counsellor.
3. Counsellor may avail a maximum of 12 days a leave per calendar year. The leave will be on pro rata basis i.e. 1 day leave for every completed month. The Counsellor shall not absent himself from duties for a continuous period of more than 3 days. If the counsellor absents himself from work exceeding the above period, bank shall be within its right to deduct proportionate amount from the monthly remuneration payable.
4. In connection with the said engagement, counsellor will be required to visit extensively at various places and for which the counsellor will have to take prior permission of the Bank before the travel to places outside his jurisdiction- Presently Ramgarh & Koderma District.
5. Counsellor shall at all times do his duties punctually, honestly, faithfully and diligently and devote full time and attention to the functions assign to him and shall at all times conduct himself soberly while at work and show courtesy and attention in all transactions and dealings with the persons having any dealings or connections with the Bank.
6. Counsellor should maintain strictest secrecy regarding organizational affairs of the Bank and shall not at any time directly or indirectly divulge any information of a confidential nature to any unconcerned or unauthorized person whether in the service of the Bank or not.
7. Counsellor shall not engage in any other job, business, service, trade or calling during the period of the said contract without express prior written permissions from the Bank.



8. During the course of the contract Counsellor should be governed by the terms and conditions contained herein and as may be amended/advised by the Bank from time to time. Counsellor will strictly observe, adhere to, obey and abide by the same including instructions, orders and directions as may be given by the Bank or by person authorized by the Bank from time to time.
9. Counsellor shall furnish the present and permanent address and his contact no. to the bank and intimate change, if any, from time to time. Counsellor will keep the official under whose superintendence or control Counsellor may be placed, informed before taking any leave.
10. Counsellor shall be accountable for any property, books, papers, charts, tools, instruments, equipment's, which may come in his possession by virtue of this assignment.
11. Counsellor under no circumstances shall be treated as an employee of the bank and will not be entitled to Provident Fund, Pensioner benefits or Gratuity or for any other perquisites or facilities from Bank.
12. Bank shall be within its right review the performance of Counsellor monthly/quarterly/half-yearly. If the performance at counsellor is found unsatisfactory, Bank shall be within its right to terminate the contract forthwith without any prior notice or any payment in lieu of notice.

(Signature of Counsellor on all page of Annexure as well)



### **Terms & Conditions for FLCC counsellor**

For engagement of retired bank officials as in charge to oversee overall functioning of FLCs, the following terms and conditions to be read and followed by the applicant as The Counselor of FLCs:

1. The applicant should have retired on attaining superannuation from Bank's service as officer in Scale II / III and above as In Charge for FLCCs will be on contractual basis.
2. Candidate should be resident of local area.
3. His integrity should not have been doubtful during his service in the Bank.
4. Counselors are expected to counsel the public in all issues related with financial institutions, proficiency in local language (reading, writing, speaking and understanding) is essential.
5. The monthly consolidated remuneration is Rs.18, 000/- per month subject to conduct of minimum 8 outdoor camps per month. An additional sum Rs.500/- to be paid towards telephone expenses on declaration basis. As these counselors are expected to conduct outdoor camps as well, a lump sum expenses of Rs.1500/- be reimbursed in lieu of not providing conveyance, provided they are holding minimum 8 (Eight) such outdoor camps per month.
6. Working days- 6 days per week (Except second and fourth Saturday of the month)
7. The official should have right aptitude/flair for training and rural development activities and needs special skill.
8. The age should not be above 65 years with sound health.
9. Qualification Graduate/Post Graduate degree from a UGC recognized University.
10. The applicant should possess satisfactory service certificate from the previous employer.
11. The applicant should be well conversant with the local language.
12. Application should be submitted in Bank's prescribed format and should be submitted with employer bank certificate.
13. The selection is based on performance in the interview. Decision of the Bank in this regard will be final.
14. The candidate will be engaged on contract basis for a period of 1 year. Renewal may be possible at Bank's sole discretion in terms of extant policies and rules.
15. The contract may be terminated by either side by giving one months' notice.

The date of interview will be decided with due consultation with Higher authorities and committee formed for the same. Last date for submission of application is 30-10-2024

