



**Saptagiri Grameena Bank**

(Public Sector RRB : Sponsored by Indian Bank)

**సప్తగిరి గ్రామీణ బ్యాంక్**

(ప్రభుత్వరంగ సంస్థ : ఇండియన్ బ్యాంక్ ద్వారా ప్రయోజితం)

**सप्तगिरि ग्रामीण बैंक**

(सार्वजनिक क्षेत्र आरआरबी : इंडियन बैंक द्वारा प्रायोजित)

## Public Notice

**Sub: Implementation of computer increment in Regional Rural Banks (RRBs)**

Ref: Ministry of Finance, Govt. of India Cir. No. 8/1/2023-RRB dated 18.09.2024

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Under the directions of the Hon'ble Supreme Court vide order passed in lieu of the Contempt Petition No. 1798/2018, the Government has reconsidered the decision to implement computer increment in Regional Rural Banks (RRBs) with effect from 01.11.1993.

Ministry of Finance, Government of India, in line with the Order of Hon'ble Supreme Court & as per the above cited communication, has instructed that all those employees / officers who were in service / probation as on 01.11.1993 should be given the benefit of computer increment with effect from 01.11.1993.

Therefore, **through a public notice**, it is informed to the following officers / employees to apply for the benefit of computer increment, to the HO: HRM Cell, Chittoor through email id ( [hrmstaff@sgbank.in](mailto:hrmstaff@sgbank.in) ) or personal visit: -

Officers / Employees who were on Bank's Active Service/probation as on 01.11.1993 and

- Are currently not drawing Pay or Pension in the bank after 01.11.1993
- Who have been dismissed / deceased (LH / FP) from services after 01.11.1993
- Who have resigned after 01.11.1993
- Who have been removed from services, including CRS, after 01.11.1993
- Whose Pension is being paid to Family Pensioner (FP)
- The Legal Heirs (LH) who have lost both pensioners / family pensioners after 01.11.1993

The last date for submission of application is 25.09.2024. Application form is available on bank website ([www.saptagirigrameenabank.in](http://www.saptagirigrameenabank.in)). For any clarifications, the eligible officers / employees may avail the assistance of Mr. A L Narayan Rao on Mob No. 88866 44008.

**General Manager**



**Head office** : D.No - 19-565/11, 3<sup>rd</sup> Floor, Sai Yashus, Vellore Road, Chittoor - 517002

Phones : 08572- 233598, 229822

Email : [headoffice@sgbank.in](mailto:headoffice@sgbank.in), Website : [www.saptagirigrameenabank.in](http://www.saptagirigrameenabank.in)



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### Format of Representation by the Eligible Staff/ Legal heir of deceased employees

Place:

Date:

From,

Name  
SR. No  
Address  
Contact No

To,

The Chairman,  
Saptagiri Grameena Bank,  
Head Office, Chittoor  
Email: hrmstaff@sgbank.in

Dear Sir,

Sub: Request for release of Computer Increment Benefit

I, an Ex-employee/ legal heir of the deceased employee of the bank, submit this representation for your consideration. I/.....(Deceased Employee Name) have seized from the service of the bank on ..... by resignation/Compulsory Retirement/Voluntary Retirement /termination/ dismissal (strike off which is not applicable). I would like to bring to your attention that I am eligible/ entitled for the computer increment benefit as my name/ .....(Deceased Employee Name) was on the bank staff list as of 01-11-1993, as per the applicable rules and policies.

In view of my eligibility / my entitlement being legal heir of late Sh./Mrs..... I kindly request you to make the necessary arrangements for the release of computer Increment due to me. Below are my bank account details for the disbursement of the benefit. Self-attested Copy of the bank passbook is enclosed.

- 1) Account holder Name:
- 2) Bank Name:
- 3) Branch Name
- 4) Account Number:
- 5) IFSC Code
- 6) MICR Code (if applicable)
- 7) Aadhaar (Xerox copy to be enclosed)
- 8) PAN Number (Xerox copy to be enclosed)
- 9) Affidavit/ Undertaking of Legal heir (Only in case of application by legal heir/heirs)
- 10) Death Certificate (Only in case of application by legal heir/heirs)

I would be grateful if you could expedite the process of releasing the benefit. Thank you in anticipation of your cooperation.

Yours Sincerely,

Name:

SR No: