

Circular- 04/2016-17

Date : 20.08.2016

Pursuant to the decision of our Board's meeting held on 05.07.2016 it is hereby circulated among all concerned that all branches & head office of our Bank will remain closed as holiday on every second & fourth saturday and every sunday for the purpose of implementation of the process of migration from non-MICR clearing to CTS-Southern grid, Chennai properly & smoothly with effect from 01.09.2016.

Consequently, with effect from 01.09.2016 every Friday will not be treated as weekly Holiday in case of our Contai Morning-Evening Br., Bhagwanpur Evening Br. & Madhakhali Evening Branch. But, the office hour & working hour of these 3(three) branches will remain unchanged as before.

This Circular will take its effect from 01.09.2016.

K 20/08/16
GENERAL MANAGER

Memo No.1286 (21) /2016-2017 dated 20.08.2016.

Copy forwarded for information and taking necessary action to :-

- 1)The Managers, All Branches/Sections, M.C.C.B. Ltd with a request to display the above circular on your Notice-board for wide publicity.
- 2) The Asstt. General Manager, Admn. & Dev./ Accts. & Op./Internal Checks & Control, H.O.
- 3)The Hon'ble Chairman of the Bank.

K 20/08/16
GENERAL MANAGER

Memo No. 1286(21)(5) /2016-2017 dated 20.08.2016.

Copy forwarded for information and taking necessary action to :-

- 1) The Project Leader (CO-OPCBS), Tata Consultancy Services, Salt Lake,Kolkata.
- 2) The M.D., WBSCB Ltd, 24A, Waterloo Street, Kolkata-700069.
- 3) The C.G.M., NABARD, 6, Royd Street, Kolkata-700016
- 4) The General Manager, RBI (DCBS), 15, Netaji Subhas Road, Kolkata-700001
- 5) The Registrar of Co-op. Societies, Govt. of West Bengal.

K 20/08/16
GENERAL MANAGER

o/c