

EMPANELMENT OF RETIRED OFFICIALS OF PUBLIC SECTOR BANKS (ERO- PSBs) ON SUPERANNUATION IN SCALE I TO IV FOR ASSISTING IN VARIOUS INTERNAL INSPECTION EXERCISES OF KARNATAKA GRAMEENA BANK.

Applications are invited from retired officers of **PUBLIC SECTOR BANKS**, who have retired as officer in Scale I to IV for empanelment as **Empaneled Retired Officials –Public Sector Banks (ERO-PSB)** for assisting Karnataka Grameena Bank to carry out the assignments like Risk Based Internal Audit, Concurrent Audit of Branches/Offices, Special Audit of Branches with 1+1 staff and other inspection exercises of our Branches / Offices.

Interested eligible retired officials may submit their application in the prescribed format, which is available on our Bank's website to the below mentioned address.

To,
The General Manager
Inspection Wing,
Karnataka Grameena Bank
Head Office,
No. 32, Sangankal Road, Gandhi Nagar,
BALLARI – 583103

The envelope containing the application to be superscribed with “APPLICATION FOR ERO-PSBs”. **LAST DATE FOR RECEIPT OF APPLICATION AT HEAD OFFICE IN HARD COPY IS: 09th June 2025.**

For clarifications if any please contact

The Wing Head, Inspection Wing,
Karnataka Grameena Bank,
Head Office, Sanganakal Road
Ballari- 583103
Mobile: 9448594145
Phone : 08392- 470023, 470024, 470025
Email : iciw.inspection@kgbk.in
Web: www.karnatakagrameenabank.com.

Date: 13.05.2025
Place: Ballari

General Manager
Karnataka Grameena Bank
Inspection Wing, Head Office,
Ballari-583103

TERMS & CONDITIONS

SI No	Gist	Scheme Guidelines
1	Scheme	Empanelment of Retired Officials (Scale I to Scale IV) of Public Sector Banks for assisting the bank to carryout assignments like risk based internal audit, concurrent audit of branches/offices, special audit of branches with 1+1 staff and other internal inspection exercises of our bank.
2	Scope of Work	<ul style="list-style-type: none"> To assist the Bank in carrying out assignments like Risk Based Internal Audit, Concurrent Audit of Branches/Offices, Special Audit of Branches with 1+1 staff and other internal inspection exercises of the Bank.
3	Eligibility	<ul style="list-style-type: none"> Retired Officers of the Public Sector Banks on Superannuation / VRS in Scale I to Scale IV. He / she should not have retired under CRS / any punishment. Age should be below 63 years as on 01.06.2025 (i.e. candidates born on or after 01.06.1962 are only eligible). Should have good track record, experience of minimum 20 years of service in any Public Sector Banks. The Applicants should not have been imposed with any punishment during their entire service for any misconduct which was treated as one attracting a vigilance angle. Preference shall be given to those who have good exposure to credit & who have worked as Branch Heads, Credit departments either in Branches or administrative Offices. He / She should be in sound health both physically & mentally and should be able to travel to distant Branches / places for Inspection and security verification. Should possess adequate computer knowledge and should be able to handle computers independently. Should have high sense of involvement, sense of belonging to the institution and should have the ability to motivate others.
4	Period of Empanelment	<ul style="list-style-type: none"> Initially the contract shall be for a period of ONE year which may be renewed for a further period of another year at the sole discretion of the Bank, basing on their satisfactory performance. The total period of engagement of the services of the ERO shall not exceed 2 years. The contract shall stand automatically terminated when ERO attain the age of 65 years.

**Remuneration &
TA/HA**

Remuneration:

The ERO-PSB shall be eligible for a consolidated monthly remuneration depending on the scale as given below:

Scale of ERO at the time of retirement	Consolidated Monthly Remuneration
Scale I to II	Rs. 35,000/-
Scale III & IV	Rs. 40,000/-

- a) ERO-PSBs shall not be eligible for any leave, other benefits, allowances or perquisites.
- b) ERO-PSBs shall be eligible for remuneration for the intervening holidays provided they have worked on the preceding and succeeding working days.
- c) ERO-PSBs shall not be eligible for payment of the monthly remuneration under the following circumstances: (a) When ERO-PSBs are not able to take up the assignments due to health grounds/during absence etc. (b) When Bank is not able to utilize the services of ERO-PSB due to administrative exigencies.
- The remuneration shall be paid on monthly basis and shall be payable within five working days of succeeding month.

TA/HA:

- a) ERO-PSBs shall not be eligible for any conveyance allowance / Reimbursements if they are taking up assignments in the headquarters / units for which they are selected.

(Definition of Headquarters: ERO has to declare his/her place of residence or place of staying with in our service area places in letter of acceptance for calculating TA/HA).

- b) TA/HA payable for out station duties are as follows:

For all Grade / Scales of Officers	For all cities / places	Rs. 1800/- (Per day)
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Note: Definition of "Day" for Halting Allowance.

Reimbursement of Halting allowance will be made only where the outstation duty is 8 hours or more and involves night stay / overnight journey. If the outstation duty is less than 8 hours, but more than 4 hours continuously, halting allowance at half the rate mentioned above shall be payable. If such period is 4 hours or less, no halting allowance shall be payable.

c) Reimbursement of Lodging Expenses

For all Grade / Scales of Officers	For all cities / places	(Maximum) Rs. 1000/- + GST
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d) Local Conveyance payable at the rate of maximum Rs. 100/- per day.

e) If ERO-PSBs go on leave no remuneration will be paid.

f) ERO-PSBs should attach Journey tickets mandatorily for claiming TA, if tickets are not attached Rs.1/- per 1 km shall be paid.

g) If ERO-PSBs have worked in Head Quarters or Place of Residence as declared in letter of acceptance, they are not eligible for Halting Allowances.

h) No Advance shall be permitted.

i) Claims to be sent on monthly basis to Inspection Wing, Head Office.

j) Sanctioning authority for TA / HA claims shall be Wing Head, Inspection Wing.

Reimbursement of expenses on travel:

Travel by Train:

ERO-PSBs undertaking journey by train are eligible for reimbursement of actual fare i.e., AC III tier Sleeper, if the journey is undertaken by AC III tier Sleeper, by shortest route. The tickets should be produced along with the TA Bill.

Travel by Bus

ERO-PSBs undertaking journey by bus actual bus fare or AC III tier fare by train by shortest route, whichever is less shall be reimbursable. In such cases, the tickets should be produced along with the TA Bill.

However, if tickets are not submitted for any reason the reimbursement of fare shall be restricted to Rs 1 per KM for the road mileage by the shortest route on submission of declaration by the Officer.

Travel by Own Vehicle: ERO-PSBs undertaking journey by own vehicle, reimbursement shall be restricted to Rs 1 per KM.

Travel by Taxi: Not Permitted.

Travel by Air: Not Permitted.

Other than the above no other allowances / perquisites are payable to the ERO-PSBs.

5	<p>Method Of Applying & Selection</p>	<ul style="list-style-type: none"> • The eligible Applicants shall submit the applications in the prescribed format as given in Annexure, so as to reach us on or before 09th June 2025. Applications received after 09th June 2025 shall not be entertained. • The applicants shall appear for a personal interview at Head Office, Ballari at their own cost. • Selection of Applicants for empanelment will be at the sole discretion of the management and no correspondence in this regard will be entertained.
6	<p>Other General Conditions</p>	<ul style="list-style-type: none"> • The applicant should provide his order of preference for the Regional Inspectorate (RI) as per his choice. However, the choice of the Applicants will be considered based on the administrative requirement by the particular Regional Inspectorate. Moreover, the selected ERO-PSBs should be prepared to accept any other Audit assignments entrusted by their concerned RI pertaining to other RIs. • Bank has 6 RIs situated at Mysuru, Chitradurga, Ballari, Dharwad, Bagalkot and Kalaburgi. Each RI has 4-6 Regional Offices and ERO-PSBs are expected to cover Branches / Offices of respective RIs. • The details of Regional Offices coming under respective RIs are as under; <ol style="list-style-type: none"> 1. Mysuru - Kolar, Bangaluru, Mandya, Chamarajanagar, Mysuru and Madikeri. 2. Chitradurga - Chitradurga, Tumkuru, Hasan, Chikkamagaluru and Shivamogga. 3. Ballari - Ballari, Davanagere, Vijayanagara (Hosapete) and Koppal. 4. Kalaburgi - Bidar, Kalaburgi, Raichur and Yadgiri. 5. Dharwad - Kumta, Mangalore, Chikkodi, Gokak, Dharwad & Belagavi. 6. Bagalakot - Bagalkot, Vijayapur, Gadag, Haveri. • Applicants have to submit superannuation letter photocopy from their Bank where they got superannuated, at the time of documentation before final empanelment. • The Applicants should be ready to travel to any place for inspection related works. • The engagement of retired officials in the Bank shall be on contract basis. • Mere empanelment does not confer any right for entrustment of Audit assignment by the Bank. • All the selected Applicants shall sign a contract containing terms and conditions of empanelment.

		<ul style="list-style-type: none"> • Selected Applicants shall provide a Security Deposit of Rs. 50,000/- (Rupees fifty thousand only) in the form of term deposit for a period of 2 years and assigned in favour of the Bank. The amount of deposit is refundable at the time of their leaving/discharge from their services. • Bank shall have right to forfeit the deposit in case of any laxities/irregularities found during discharge of duties which likely to cause loss to the Bank or considered as committed with the malafide intention. • The engaged retired officials shall not be eligible for reimbursement of medical or any other benefits / perquisites, festival advance, etc during the engagement period. • The ERO-PSBs are required to update their knowledge by going through the Circulars / Communications and instructions of the Bank. • They shall not exercise any administrative/financial powers during the period of engagement. • The engaged officials shall not accept any assignment with any other organization during the period of their contractual service in the Bank. • The contractual period shall not be reckoned as service for the purpose of superannuation benefits/PF/Bonus etc. • Income Tax or any other tax liabilities on remuneration shall be deducted as per prevailing rate(s) mentioned in the Income Tax Rules. • The engaged officials shall follow the normal working hours as applicable to serving officials. • The Applicant should be prepared to undertake Inspection / Audit work of any branches / administrative Offices coming under the jurisdiction of RI's for which they have been selected & any other Branch/Office coming under the purview of other RI based on the administrative exigencies. • Allotment of Branches for Audit shall be the prerogative of the head of the RI and selected Applicants shall not have any say in this matter. • The Audit assignments/related work entrusted by RIs should be completed within the allotted man days and no remuneration / allowance shall be paid for the additional man-days consumed, unless permitted by Wing Head, Inspection Wing. • Empanelled Officers are not eligible for any leave facility as available to the serving Officers.
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		<ul style="list-style-type: none"> • No further engagement/assignment of ERO-PSBs shall be made if it comes to the notice of the Bank of any misconduct, work not being done with due diligence as expected or performance is not found to be satisfactory on the recommendations of Wing Head, Inspection Wing • Bank reserves the right to de-empanel any ERO-PSBs at any time without giving any notice and without assigning any reasons (a) in the event of getting any adverse reports / confidential opinion (b) any time when Bank feels that its interest may be jeopardized, besides starting appropriate action against ERO-PSBs as Bank deems fit. • ERO-PSBs may relinquish the assignment / empanelment (a) by giving 30 days' notice or (b) by paying 50% of one month remuneration to the Bank. • ERO-PSBs should not indulge in any union/association activities and should work unbiased/impartial. • ERO should keep utmost secrecy of the information/audit observations/issues etc. relating to Bank.
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Application for Empanelment of Retired Officials of Public Sector Banks to assist Karnataka Grameena Bank to carryout assignments like risk based internal audit, concurrent audit of branches/offices, special audit of branches with 1+1 staff and other inspection exercises.

To,
The General Manager,
Inspection Wing,
Karnataka Grameena Bank,
Head Office,
Ballari-583103

AFFIX PASS
PORT SIZE
PHOTO & SIGN
ACROSS

Sl.No	PARTICULARS	DETAILS
1	Name of the Applicant	
2	Name of the Bank from which superannuated from the services	
3	Employee No:	
4	UAN No.	
5	PAN No.	
6	Complete postal/communication address with City/Pin Code,	
7	Mobile Nos. (Mandatory)	
8	e-mail Address (Mandatory)	
9	Date of Birth	
10	Age (as on 01.05.2025)	
11	Qualification: Academic- Professional- Any other -	
12	Date of appointment in the Bank	
13	Date of Promotion to Officers cadre	
14	Date Of Superannuation/Resignation	

15	Total Service (in years)	
16	Scale / Designation / Branch/ Unit attached at the time of retirement.	
17	Is there any case pending against you at present: Yes / No	
18	Branch Experience (in years)	
	a. Experience as in charge of a Branch if any (in years)	
	b. Experience as in charge of Credit Department in a branch if any (in years)	
19	Experience as in charge of Credit Department in RO/HO if any (in years)	
20	Experience in Inspection Department in Bank if any (in years)	
21	Order of preference of Regional Inspectorates (RIs)- (RIs located at :Kalburgi, Ballari, Chitradurga ,Mysuru, Dharwad & Bagalkot)	1. 2. 3. 4.

- I confirm that, I was not punished during my service period for misconduct which attracts Vigilance angle and there were no major punishment/penalties imposed on me during the entire service.
- I confirm that, I have read the Terms and Conditions of the appointment and abide by the same which is published in the Bank's website.
- I confirm that the details/information furnished above are true and correct. In case, any details furnished above is found to be incorrect at a later date, the Bank has right to terminate the assignment given, without giving any notice.

Date:
Place:

SIGNATURE OF THE APPLICANT

LAST DATE FOR RECEIPT OF APPLICATION AT KARNATAKA GRAMEENA BANK, HEAD OFFICE, BALLARI IS 09th June 2025.

Documents to be attached with application (self-attested):

1. Superannuation letter from retired banks photocopy
2. Employee id card photocopy
3. Adhaar card photocopy
4. Pan card photocopy
5. 2 passport size photos
6. Certificates if any photocopy