



Andhra Bank Retired Employees Association (ABREA)

#215, Kubera Towers, Narayanaguda, Hyderabad – 500029

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A.Rajendra Prasad, President

NSN Reddy, General Secretary

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All Executive Committee Members / Office Bearers

Dear Sir / Madam

Reg: ABREA Whatsapp groups – Ground Rules.

We are pleased to note that our Office Bearers/Executive Committee Members have been taking keen interest in dissemination of organisational information to the members through Whatsapp groups in their respective state / zone / region.

You are aware that Whatsapp is most powerful and cost effective communication channels but also fraught with risks, if not administered properly. The recent government guidelines warrant us to take utmost care with regard to content circulation in the group. The administrators of the group will be held responsible for misinformation or disinformation even if it is circulated by any member of the group. Further, the enforcing authorities are initiating action against the respective administrator which includes penalties as well as imprisonment.

In the interest of administrators and members of the group, the following ground rules are suggested to all ABREA units with regard to their Whatsapp group operations / administration.

1. Whatsapp groups should be titled "ABREA – State/Zone/Region name"
2. Number of administrators of the group should not be more than **Five**.
3. Office Bearers/Executive members of ABREA/TBRF/APBRF or any member authorised by the respective DGS/AGS of the area etc., only should act as administrator of the group.
4. Admission to the group should be allowed only to the members of ABREA who are residing in the area of operation of the group viz., Region/Zone/State.
5. It is the responsibility of the administrator that only the following information should find place in the group for circulation.
 - Circulars/communications issued by AIBRF/ABREA or state units of AIBRF.
 - Messages from Principle Office Bearers of AIBRF/ABREA and News Bulletins.
 - Important circulars/circular letters issued by Union Bank of India, IBA, UFBU, Government etc., on Retirees' issues such as financial, medical, taxation etc.
 - Information about Monthly Meetings / Special Events, Meetings, condolence messages etc.
6. Please note not to circulate political and controversial issues as this group is meant for Retirees' issues only. Further, it is desirable not to post unauthenticated information on topics such as court cases, wage revision etc., as it is creating confusion in the minds of retirees and inviting unwarranted discussions.

You are requested to initiate steps to implement the above indicative guidelines.

Yours faithfully

(A Rajendra Prasad)
President

(N S N Reddy)
General Secretary