



Andhra Bank Retired Employees Association (ABREA)
#215, Kubera Towers, Narayanaguda, Hyderabad – 500029
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A.Rajendra Prasad, President

NSN Reddy, General Secretary

28th December 2020

To
The General Manager (HR)
Union Bank of India
Central Office, Mumbai – 400021

Dear Sir,

Reg: Annual Encashment of Privileged Leave as per 11th Bipartite Settlement – Procedure for retired staff.

As per Staff Circular No.7327 dated 28.12.2020, all employees are allowed encashment 5/7 days of Privilege Leave in each calendar year with effective from calendar year 2020. Further, it is stated that the staff need to claim the encashment on or before 31st December 2020.

In this regard, we wish to bring to your kind notice that the circular is silent on the procedure to be followed with regard to PL encashment by the eligible retired staff.

Since it is a time bound exercise, we request HR Department to issue operative guidelines to the branches for payment of PL encashment to the eligible staff retired during the current calendar year.

Thanks and Regards,

Yours faithfully,

(N S N Reddy)
General Secretary