

**BANKING CODES AND STANDARDS BOARD OF INDIA**  
C-7, 4<sup>th</sup> Floor, Reserve Bank of India Building,  
Bandra –Kurla Complex,  
Mumbai-400 051.

**EMPANELMENT OF RETIRED BANK / RBI OFFICERS AS FIELD MANAGERS FOR SURVEY OF  
BANK BRANCHES ON CODE COMPLIANCE, 2016**

To monitor Code implementation in banks, Banking Codes and Standards Board of India (BCSBI) conducts periodical survey of bank branches with the help of suitable retired bank officials as its authorized FIELD MANAGERS (FMs). The purpose of survey is to collect information on implementation of Code provisions by banks. The selected FMs have to visit the identified bank branches in select cities/ towns/ centres / districts including a few branches in rural areas. They, during their visit, have to collect the desired information after interactions with the branch officials, verification of facts and also interactions with a few customers of the branch. Their finding will have to be recorded in a structured Questionnaire cum Branch Visit Report (BVR) and Customer Response Sheet (CRS). The information / data so collected will be used to rate banks on Code Compliance. Considering the importance of the underlying task, it is expected that the FMs need to have desired knowledge of the Codes (Code 2014 / MSE Code 2015), customer service related regulatory instructions and have experience in operational / supervisory banking. BCSBI is planning to conduct such a survey of bank branches in 2016. Accordingly, BCSBI seeks applications from retired Bank / RBI officials who are willing to participate in this activity for 20 to 25 working days. A detailed briefing will be provided to the selected FMs before the commencement of the survey.

In the above background, retired Bank / RBI officers or bank / RBI officers who will be retiring in the current year (2015-16) fulfilling the following requirement / criteria may send their brief resume in the format attached, latest by **March 31, 2016**.

**Basic Requirements:**

- Qualification: Retired Bank Officer / RBI Officer.
- Designation/ Grade at the time of retirement: Deputy General Manager/ Assistant General Manager /Chief Manager or equivalent.
- Age: Not above 64 years as on 31/03/2016.
- Preferred Experience: Operational / Supervisory Banking / Audit
- Knowledge of Local Language would be preferred.
- Willing to visit a few branches in rural areas
- No. of days needed for assignment: 20 to 25 days. (One branch per day basis)
- Remuneration: A lump sum remuneration per branch of Rs 2000/- or an amount which will be decided later.
- Survey period: Tentatively in August / September 2016 (Exact period will be advised to selected FMs one month in advance before start of the survey.)

**Important Notes:**

- 1) The resume should be sent by post / courier to BCSBI or soft /scanned copy of the same by mail to [ceo.bcsbi@rbi.org.in](mailto:ceo.bcsbi@rbi.org.in) latest by **31/03/2016**.
- 2) On the basis of selection of cities/ towns/ centers / districts/ places for survey, the shortlisted FMs from those / centers /cities would be contacted to ensure their availability during the survey period.
- 3) The decision on the selection of FMs by the BCSBI will be final. No correspondence in this regard will be entertained.
- 4) No other communication will be issued but the list of empanelled FMs may be retained with us for future requirement, if any.

**Format** 

**Format for submitting brief resume:**

**Field Manager for Branch Visits 2016**

Sr. No	Particular						
1	Name						
2	Address with PIN Code:						
		PIN					
3	Contact details	Telephone with STD Code					
		Mobile					
		e' mail ID					
4	Date of Birth and age as on 31/03/2016						
5	Languages known						
6	Name of Bank from which retired						
7	Date of retirement or expected date of retirement if retiring on or before 31/03/2016						
8	Designation at the time of retirement and last 2 assignments prior to retirement:						
9	Major areas of banking experience						
10	State/ Cities/Towns/District/places where you would like to undertake branch visits.						

Signature

Date:

Place: