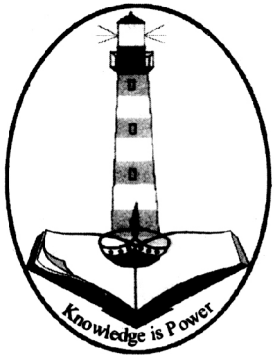


Rs.5/-



# Light Circle

An Educational Newsletter  
(English Monthly)

FACILITATOR

Sri. G.V. Manimaran

EDITORIALBOARD

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Sri. M.K.Anand

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Sri. C.Manikandan

Sri. P. Rajrakesh

Light : 16

JANUARY 2017

Ray : 1

LIGHT CIRCLE : JANUARY 2017

## EDITORIAL

Dear Friends,

### Start again

*If the day starts off with disappointment or frustration, start again. Take a few seconds to re-boot your attitude to a more positive and effective one.*

*What happened before does not have to drag down what is happening now. Look in the direction you wish to proceed and let go of everything else.*

*Plenty of people can be annoying but you don't have to be annoyed. All sorts of situations can be frustrating but you don't have to be frustrated.*

*Rise above all that. There is great, unique value in your life and that value deserves to be expressed and experienced by you, here, today.*

*You have love to give, joy to live, achievements to bring to the world, and a whole lot of other important things to do. Put your energy into what lifts you up and pushes you forward.*

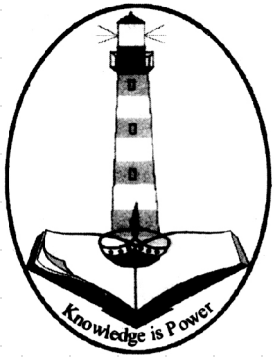
*The world is as it is, and you can decide to be better for it, more motivated, more determined and more effective. As often as necessary, take the opportunity to start again, and bring your special goodness to all of life.*

— **Ralph Marston**

With Best Wishes.

**EDITORIAL BOARD.**

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FEBRUARY 2017

Ray : 2

LIGHT CIRCLE : FEBRUARY 2017

## EDITORIAL

Dear Friends,

### **PUT MORE LIFE**

*Today is your opportunity to put more life into your life. Instead of just watching, waiting, wondering and wishing, choose to live as joyfully as you can imagine, right now.*

*Let go of the comfortable yet limiting assumptions about what you can and cannot do. Decide what will fulfill your unique purpose today, and get busy making it happen.*

*You've put a lot of effort into getting to this point, to this day, to this moment and place. So take this opportunity to make the most of it.*

*You have dreams and visions about how life can be even better than it has already been. Give life and action to those dreams, and fulfill those visions starting right here where you are.*

*When was the last time you enjoyed some genuine fun? Make the choice right now to have a whole lot of fun by finding new ways to put some fresh, authentic living into your world.*

*This is your chance to put more life into your life. Take the chance, jump into the possibilities, and feel the richness as the living of your life creates it.*

— **Ralph Marston**

With Best Wishes.

**EDITORIAL BOARD.**

## GIST OF HO CIRCULARS ISSUED DURING DECEMBER - 2016

- 672/2016 DEENDAYAL ANTYODAYA YOJANA – NATIONAL URBAN LIVELIHOOD MISSION (DAY-NULM) – CHANGE IN MARGIN MONEY STIPULATION FOR INDIVIDUALS, GROUP OF INDIVIDUALS & SELF HELP GROUPS.
- 673/2016 Introduction of Prepaid Cards - Our Bank will shortly launch Canara Prepaid Card with 3 variants Ministry of Finance, Government of India has allocated target for issuance of prepaid cards to promote cashless transactions
- 674/2016 Withdrawal of Legal Tender Character of existing Rs.500/- and Rs.1000/- Capturing SBNs (old Rs. 500 and Rs.1000) and (NON-SBNs) Current Legal Tender Notes in CBS – Introduction of New Functionality in CBS.
- 675/2016 Atal Pension Yojana Scheme – Conducting “APY-Customer First” Campaign from 7th to 14th December, 2016 & “APY-Fortune 100” Campaign from 19th to 23rd December 2016.
- “APY-Customer First” Campaign from 7th to 14th Dec 2016, for mobilizing APY subscriptions from our existing customers.
  - Branches to accelerate their performance by Potential to Performance Mapping (P2P).
  - Each branch should open a minimum number of 2 new APY accounts from eligible customers so that branch is reached to 10 accounts category during the Campaign period.
  - “APY-Fortune 100” Campaign from 19th to 23rd December 2016.
- 676/2016 Need for Bank Officials to be vigilant in handling of the demonitisation Process.
- Branch Managers to keep vigil over unscrupulous elements and share information with CBI about such activities.
  - To report incidence of unscrupulous elements using de-funct or zero balance account for conversion of SBNs.
  - To ensure the functioning of CCTVs installed and backup.
- 677/2016 SANCTION OF LOANS TO INDIVIDUALS FOR SOLAR POWER FINANCING i.e. SOLAR LIGHTING, SOLAR WATER HEATERS, IRRIGATION PURPOSE, MICRO GRID ETC. AT MCLR +0.20 % RATE OF THE BANK.
- 678/2016 INTRODUCTION OF SPECIAL SCHEME FOR SETTLEMENT OF NPA ACCOUNTS BACKED BY SECURITIES & NETWORTH OF THE PARTIES WITH ADDITIONAL INTEREST CONCESSION - SPECIAL SCHEME FOR NPA ACCOUNTS BACKED BY SECURITIES & NETWORTH OF BORROWERS / GURANTORS. CONCESSIONS IN RATE OF INTEREST FOR OTS SETTLEMENT - SCHEME VALID TILL 31.03.2017.
- 679/2016 Introduction of Special Scheme for settlement of NPA accounts under Doubtful ( D4) and Loss Assets category which are continuing as NPA for more than 5 years old as on 30-09-2016 with liability upto Rs.100 .00 lakhs.
- A New Scheme for settlement of D4 & Loss accounts of more than 5 years and with a liability upto Rs100 lakhs introduced.
  - More liberalized terms of settlement permitted in order to garner more OTS proposals and consequent improved recovery performance.
  - The scheme shall come into force immediately and shall be valid upto 31.03.2017. Only those accounts where the OTS has been settled before 31.3.2017 and recovered within 30.06.2017 shall be eligible under the scheme failing which the settlement shall stand cancelled automatically and the proposal shall be taken afresh under the normal scheme, thereafter.
  - If the agreed OTS amount is paid in one lump sum within a period of 15 days from the date of conveying the sanction, a further concession of 2% of the OTS amount settled shall be extended.

- 680/2016 EDUCATION LOANS
- MODIFICATION TO TERMS OF SETTLEMENT OF EDUCATION LOANS UPTO A LIMIT OF Rs.4.00 LACS PERMITTED AS PER HO CIRCULAR 226/2016 DATED 20.04.2016,
  - ADDITIONAL CONCESSION OF 2% ON OTS AMOUNT TO THOSE WHO PAY 100% IN A LUMP SUM WITHIN 15 DAYS OF CONVEYING SANCTION
  - SCHEME WILL BE VALID FOR LIMITED PERIOD TILL 31.03.2017
- 681/2016 Interest Subvention for KCC accounts with multiple disbursement and Recoveries – Introduction of new functionality in CBS System.
- Provision enabled in CBS system on extension of Interest Subvention, Incentive and Differential Interest to KCCS accounts for the subsequent disbursement/ withdrawal made during the same Financial year
  - No need to manually calculate and claim Interest Subvention for KCCS accounts hence forth.
- 682/2016 BANK'S POLICY REGARDING EMPANELLEMENT OF RETIRED OFFICERS (EROs) FOR ASSISTING IN INTERNAL AUDIT
- 683/2016 ADDITIONAL FEATURES IN FCR-GENERAL AND AGRICULTURE LOANS
- Introduction of Product Category while opening Loan accounts in LN057.
  - Display of product codes basing on selected Product category in LN057.
  - Introduction of 'IOI/Moratorium period' field at the time of First disbursement and Restructuring.
  - Parameterization of Minimum & Maximum Loan term and Minimum & Maximum Loan amount at schedule level.
  - Marking of schedules as Expired or Closed.
- 684/2016 INTEGRATED DEVELOPMENT OF LEATHER SECTOR (IDLS) SCHEME – CLAIMING ELIGIBLE FEE.
- BRANCHES THAT HAVE CARRIED OUT INSPECTION OF UNITS UNDER IDLS SCHEME TO SUBMIT THE CLAIM FOR ELIGIBLE FEE BEFORE 10.12.2016 AS A ONE TIME MEASURE
  - FRESH CLAIMS TO BE SUBMITTED ON A MONTHLY BASIS
- 685/2016 DEFINITION OF INFRASTRUCTURE LENDING - REVISED DEFINITION OF INFRASTRUCTURE LENDING ADVISED
- 686/2016 DEMONETIZATION OF SPECIFIED BANK NOTES (SBNs) – VERIFICATION OF TRANSACTIONS
- 687/2016 QR code based payment enabled on our Unified Payment Interface (UPI) Application – 'EMPOWER
- Tiding towards Cashless digital economy through UPI following De-monetization.
  - QR code based merchant payment enabled in UPI to act as mobile POS for retail business outlets.
  - Eligibility: Any Merchant who have successfully linked their CASA account to their UPI application
- 688/2016 RATES OF INTEREST ON RUPEE LOANS AND ADVANCES -MCLR's REVISED EFFECTIVE FROM 7TH DECEMBER 2016
- 689/2016 REVISION IN INTEREST RATES ON DOMESTIC & NRO TERM DEPOSITS W.E.F. 09.12.2016.
- Revision in interest rate on Domestic and NRO Term Deposits w.e.f. 09.12.2016.
  - All other terms and conditions detailed in HO Circular 626/2016 dated 17.11.2016 shall continue.
- 690/2016 REVISION IN INTEREST RATES ON NRE TERM DEPOSITS W.E.F.09.12.2016.
- Interest rate on NRE term deposits revised w.e.f. 09.12.2016.
  - All other terms and conditions detailed in HO Circular 627/2016 dt. 17.11.2016 to continue.

- 691/2016 REVISION IN INTEREST RATES ON NRE TERM DEPOSITS W.E.F.09.12.2016.
- Interest rate on NRE term deposits revised w.e.f. 09.12.2016.
  - All other terms and conditions detailed in HO Circular 627/2016 dt. 17.11.2016 to continue.
- 692/2016 Popularizing NUUP (National Unified USSD Platform) channel for making merchant payment.A. NUUP facility can now be availed by all customers through registered mobile number.B. Instant money can be remitted using IMPS funds transfer without any data pack in user's mobile.C. Merchant payments can now be made from generic handsets.
- 693/2016 WAIVER OF SERVICE CHARGES FOR NEFT TRANSACTIONS TILL 30th DECEMBER 2016
- 694/2016 MODIFICATION IN THE PERIODICITY OF CONDUCTING LEGAL AUDIT.
- 695/2016 IBA GROUP MEDICAL INSURANCE POLICY FOR RETIREES : RENEWAL OF THE EXISTING POLICY DATE EXTENDED FOR OPTING UPTO 31.12.2016
- 696/2016 Vidya Turant – An online instant education loan sanction facility for the students of select IIMs/IITs/NITs/IISc/ISB, with relaxed guidelines under IBA's Model Education Loan Scheme – Addition of new institution.
- 697/2016 MEGA MUDRA DISBURSEMENT DAY CAMPAIGN
- 698/2016 Digital Banking Initiatives - Cash Withdrawal at POS – Relaxations till 30.12.2016• Daily Cash Withdrawal limit at POS increased from Rs.1000/- to Rs.2000/- till 30.12.2016• Customer Charges for above service at 1% waived till 30.12.2016
- 699/2016 CGTMSE- MODIFICATION AND LATEST GUIDELINESA. PROMPT PAYMENT OF RECOVERED AMOUNT IN CGTMSE SETTLED ACCOUNTSB. ADDITIONAL GUIDELINES IN GUARANTEE APPLICATION FORMC. NEW MODULE UPDATION OF RECOVERY DETAILSD. NEW MODULE UPDATION OF BORROWER DETAILS AND TENUREE. MODIFICATIONS IN GUARANTEE APPLICATION FORM WITH REGARD TO CREDIT FACILITIES COVERED/PROPOSED TO BE COVERED UNDER PMMY/MUDRA GUARANTEE SCHEMEEF. NEW MODULE FOR ELECTRONIC SUBMISSION OF DECLARATION AND UNDERTAKING FORM AS A PART OF CLAIM APPLICATIONG. INTRODUCTION OF NEW QUERY MODULEH. HANDLING OF CGTMSE COVERED ACCOUNTS POST RE-ORGANISATION
- 700/2016 REGULATION 6 (2) OF CANARA BANK (OFFICERS') SERVICE REGULATIONS, 1979 – CATEGORISATION OF BRANCHES
- 701/2016 ONE TIME SETTLEMENT SCHEME (OTS) FOR RESTRUCTURED STANDARD ACCOUNTS UNDER AGRICULTURE ON ACCOUNT OF NATURAL CALAMITIES
- The scheme will cover Agriculture loan accounts sanctioned on/before 31.03.2011, restructured (more than once) on account of natural calamities, and which are classified as Standard accounts.
  - All Agriculture loans and advances with Aggregate sanctioned limit upto Rs. 5 lacs are eligible under the scheme.
  - The liability in the account should be 200% or more than the limit at the time of OTS.
  - The scheme will be operative till 31.03.2018
- 702/2016 Introduction of Prepaid Cards
- Prepaid Cards have 3 variants with distinct features and scope of usage
  - Prepaid Card can be issued to our Customers with KYC Compliant Account
  - It can be issued to Individuals & Corporates / Institutions / Government
  - Departments/ Other Organizations for onward distribution to employees / beneficiaries
  - Amount in prepaid card is paid upfront by the purchaser
  - Cards are reloadable up to a specified level. Gift Cards are not reloadable
- 703/2016 SPECIAL SCHEME FOR SETTLEMENT OF NPAs IN EDUCATIONAL LOANS WITH LIMITS ABOVE Rs. 4.00 LACS UPTO LIMIT OF Rs. 7.50 LACS – EXTENSION OF SCHEME AS PER HO CIR 99/2016.

- FOR EDUCATIONAL LOANS WITH LIMITS ABOVE Rs.4.00 LACS UPTO Rs.7.50 LACS WHERE COLLATERAL SECURITY IS NOT AVAILABLE AND WHICH ARE NPA AS ON 31.12.2015.
  - ELs DISBURSED BEFORE 31.12.2008 ARE ONLY ELIGIBLE. HOWEVER, IN RESPECT OF SHORT DURATION COURSES (UPTO 2 YEARS), EL DISBURSED UPTO 31.10.2010 CAN BE CONSIDERED.
  - THE SCHEME IS AN EXTENSION OF EARLIER SCHEME ANNOUNCED VIDE HO CIRCULAR 99/2016 AND IS VALID TILL 31.03.2017.
- 704/2016 Request for RTGS Profile matters through Canara Tech Support (CTS) and communication of RTGS password via SMS
- 705/2016 INSPECTION BY LABOUR ENFORCEMENT AUTHORITIES - IRREGULARITIES OBSERVED UNDER PAYMENT OF GRATUITY ACT, EQUAL REMUNERATION ACT AND PAYMENT OF BONUS ACT1. During the inspection of our branches /offices by Labour Enforcement Officers certain serious irregularities are being observed in compliance of the following Acts / Rules guidelines:a. Payment of Gratuity Act, 1972 and Payment of Gratuity [Central] Rules, 1972b. Equal Remuneration Act, 1976 and Equal Remuneration Rules, 1976c. Payment of Bonus Act, 1965 and Payment of Bonus Rules, 19652. All our branches / offices are required to comply with the provisions of the above Acts / Rules. All the necessary documents/ registers have to be maintained and made available to the Labour Enforcement Officers during their visit for inspection.3. If at all, there are any shortcomings pointed out, rectification has to be done immediately and compliance report has to be invariably sent to the Deputy Chief Labour Commissioner [Central] / Regional Labour Commissioner [Central] as well as the Labour Enforcement Officer within two days by Regd. A.D. under intimation to us.4. Non-compliance of rectification of irregularities will attract criminal proceedings by Labour Enforcement Authorities against the officials.5. Failure to comply with the above attracts disciplinary action against concerned officials of the Bank.
- 706/2016 Withdrawal of legal tender character of existing Rs.500/- and Rs.1000/- Specified Bank Notes (SBNs) - Maintenance of records of deposits of old and new currencies in customers counterfoils1. Branches to use separate challans with necessary mark for SBNs and Non-SBNs.2. Branches to correctly reflect the cash deposit by clearly verifying the deposit in old and new currency in the customer's counterfoil.
- 707/2016 Memorandum of Understanding (MOU) for Due Diligence Services
- Bank has renewed the MOU for Due Diligence Services of MSMEs with
  - M/S. Brickwork Ratings India Pvt. Ltd.,
  - M/S CRISIL Limited and
  - M/S IRR Advisory Pvt. Ltd.,
  - The MOUs are valid for TWO years from the date of signing the renewals
- 708/2016 REVIEW AND MONITORING OF PRICING REITERATION OF GUIDELINES
- Sanctioning Authority to review the pricing and concessions in case of deterioration in the credit risk rating based on the latest Audited Balance Sheet.
- 709/2016 RECOVERY STEPS IN NPA ACCOUNTS AND SUBMISSION OF NF 606/607/817IN RESPECT OF ALL NPA ACCOUNTS AS ON 30/09/2016 BY 30/12/2016 TO RESPECTIVE ROs/COs- ROs/COs TO CONVEY THEIR DECISION TO BRANCHES BY 14/01/2017
- 710/2016 Performance Appraisal Report (PAR) of Workmen–Appraisal system made online in HRMS Package
- 711/2016 Distribution of Mahatma Gandhi (New) Series Bank Notes – Maintenance of records by Currency Chests & Link Branches on remittance of cash
- Daily record of remittances showing the serial numbers of Mahatma Gandhi (New) Series bank notes received / remitted.
  - Maintaining records for a period of 2 years and keeping available for scrutiny
  - Failure of maintaining the records attract penalty.

- 712/2016 Withdrawal of Legal Tender Character of existing Rs.500 and Rs.1000 Specified Bank Notes (SBNs) Prevention of Malpractices
- 713/2016 Detection of counterfeit notes in Specified Bank Notes (SBNs) – Reporting.
- To report detection of counterfeit notes from the SBNs on daily basis
  - The counterfeit notes so detected should be kept branch-wise, in a secured and segregated manner for further analysis
- 714/2016 Facility enabled for remittance of Examination Fees in ALL our Branches for Joint Entrance Examination (Main), 2017 JEE (Main) - 2017 to be conducted by Central Board of Secondary Education (CBSE). Synopsis: Guidelines for collection of Examination Fees for JEE (Main) 2017 in all our Branches through e-challan generated on successful submission of on-line application.
- 715/2016 Standardisation of limits in FCC – Mapping of the limits to be completed on or before 21.12.16 Standardisation of the limits would be done as under
1. Mapping of existing limits to the standard limits by branches
  2. Migration of the existing limits to the standard limits by DIT.
  3. Verification of correctness of migration done and effecting of correction, if any, by the branches
  4. Implementation of various validations relating to the Limits Module
- 716/2016 REPEAL OF SICK INDUSTRIAL COMPANIES (SPECIAL PROVISIONS) ACT, 1985, ABATEMENT OF PROCEEDINGS BEFORE BIFR AND AAIFR AND COMING INTO FORCE OF CORRESPONDING PROVISIONS UNDER INSOLVENCY AND BANKRUPTCY CODE, 2016 .
- SICK INDUSTRIAL COMPANIES (SPECIAL PROVISIONS) ACT, 1985 HAS BEEN REPEALED AND THE BOARD FOR INDUSTRIAL AND FINANCIAL RECONSTRUCTION (BIFR) & APPELLATE AUTHORITY FOR INDUSTRIAL AND FINANCIAL RECONSTRUCTION (AAIFR) STAND DISSOLVED WITH EFFECT FROM 1.12.2016.
  - ANY REFERENCE MADE OR ENQUIRY PENDING BEFORE BIFR AS ALSO ANY APPEAL PREFERRED OR PROCEEDING PENDING BEFORE AAIFR STAND ABATED WITH EFFECT FROM 1ST DECEMBER, 2016.
  - THE PERIOD OF LIMITATION WHICH HAD REMAINED IN SUSPENSION DUE TO PENDENCY OF PROCEEDINGS BEFORE BIFR/AAIFR SHALL BEGIN TO RUN FROM 1ST DECEMBER, 2016. THEREFORE, ANY OR ALL THE MEASURES AIMED AT RECOVERY FROM WHICH COMPANIES ARE NO LONGER IMMUNE MAY BE INITIATED FORTHWITH BEFORE THE EXPIRY OF PERIOD OF LIMITATION.
  - 180 DAYS TIME ALLOWED TO A COMPANY IN RESPECT WHEREOF PROCEEDINGS ABATE BEFORE BIFR/AAIFR TO MAKE REFERENCE TO NATIONAL COMPANY LAW TRIBUNAL.
  - IN THE EVENT OF SUCH REFERENCE BEING MADE THE MECHANISM PROVIDED UNDER INSOLVENCY AND BANKRUPTCY CODE, 2016 SHALL GOVERN THE INSOLVENCY RESOLUTION PROCESS.
- 717/2016 CANARA PENSION LOAN SCHEME- MODIFICATION IN SCHEME NORMS ONLY FOR RETIRED EMPLOYEES OF OUR BANK/FAMILY PENSIONERS OF RETIRED EMPLOYEES OF OUR BANK.
1. An additional Canara Pension Loan to our Retired Employees & their family pensioners under our existing Canara Pension Loan Scheme.
  2. Purpose: - To meet payment of Annual Premium of the IBA Group Mediciam Insurance Policy- Reimbursement of the premium amount deducted for the FY 2016-17 from pension account of the pensioner is allowed as a special case.
  3. Quantum: Maximum of Rs. 20000/- . (i.e., Maximum loan eligibility of the pensioner/ family pensioner LESS existing liability OR Rs. 20000/-, whichever is lower) to remit the yearly premium as an additional Loan.
  4. NTH: 25% of the Gross Pension credited monthly after deducting existing and proposed EMI.

5. Repayment Terms: 10 EMIs for the loan sanctioned to meet the premium amount.
6. No modification under Canara Pension Loan to other Pensioners/Family Pensioners (Other than Retired Employees of our Bank/Family Pensioner of our Bank).
- 718/2016 DISPUTES BETWEEN OUR BANK AND OTHER PUBLIC SECTOR UNDERTAKINGS/BOARDS/AUTHORITIES UNDER THE CONTROL OF THE GOVERNMENT
- 719/2016 Pradhan Mantri Garib Kalyan Yojana (PMGKY) 2016 – Payment of Tax, Surcharge and Penalty under PMGKY-2016.
- Payment of Tax, Surcharge and Penalty under PMGKY will be made through challan ITNS-287.
  - Tax shall be accepted by all designated branches for Direct Taxes.
  - For remitting Tax amount through Offline (SAS), Software is under development with our DIT Wing; Hence, as an interim process, we advise all the branches/Offices to remit the tax amount through epayment mode.
- 720/2016 PROVIDING BRIEF CASES/ LEATHER BAG/ OFFICE BAG TO OFFICER EMPLOYEES - REVISION IN THE EXISTING SCHEME
- 721/2016 Withdrawal of Legal Tender Character of existing Rs.500/- and Rs.1000/- Bank Notes (Specified Bank Notes) – Deposit of Specified Bank Notes (SBNs) in Bank accounts.
- Restrictions on deposit of SBNs in excess of Rs.5000 into Bank Accounts.
  - Restrictions do not apply to SBNs for the purpose of deposits under the Taxation and investment Regime for Pradhan Mantri Garib Kalyan Yojana,2016.
  - Cumulative SBN cash deposits are checked for the period upto 30-12-2016 for arriving at cut off limit of Rs.5000.
- 722/2016 Clean Note Policy – Reiteration regarding strict adherence to Guidelines
1. Desist from writing on water mark window of Bank notes
  2. Sort notes into re-issuable notes and non-issuable notes
  3. Do away with stapling of note packet / section
- 723/2016 WITHDRAWAL OF LEGAL TENDER CHARACTER OF EXISTING RS.500/- AND RS.1000/- BANK NOTES – CORRIGENDUM TO HO CIRCULAR 612/2016 DATED 13.11.2016
- 724/2016 Maintenance of bank guarantees/letters of credit in CBS
- Opening of bank guarantees/letter of credit in FCC package
  - Zero tolerance for manual maintenance of BG/LC
  - Error free data for correct computation of Risk Weighted Assets
- 725/2016 Pradhan Mantri Garib Kalyan Deposit Scheme (PMGKDS), 2016- Government of India has announced the “Pradhan Mantri Garib Kalyan Deposit Scheme (PMGKDS-2016) effective from 17th Dec, 2016-; the Scheme will be in operation till 31st March 2017.
- However, necessary software is under development in our DIT Wing. Hence, branches/offices are advised to accept deposits on receiving the communication once the software is ready.
  - Minimum Deposit period is 4 years; Before maturity closure not allowed.
  - Nomination facility available.
  - No interest will be payable on the deposit.
  - Branches to refer H.O Cir 719/2016 dated 17.12.2016, for acceptance of Tax under Pradhan Mantri Garib Kalyan Yojana
  - (PMGKY) 2016 through challan ITNS-287.
- 726/2016 Atal Pension Yojana Scheme – Observing “APY-Fortune 100” Campaign from 26th to 31st December, 2016.
- “APY-Fortune 100” Campaign from 26th to 31st Dec 2016, for mobilizing APY subscriptions from our existing customers.
  - All the branches which are sourcing 100 or more funded accounts during the campaign period will be suitably awarded for the performance of high calibre.



- There is no limit/cap on the number of awards and all the branches with 100 or more funded accounts would be selected for awards.
- 727/2016 Deposit of Specified Bank Notes (SBNs) – Modification in procedure for posting credits to accounts in CBSBranches can directly credit receipts of SBNs above Rs. 5000 in CBS without sending requests to DIT Wing
- 728/2016 EXPORT CREDIT INSURANCE FOR BANKS -- WHOLE TURNOVER PACKING CREDIT ECIB (WT PC) COVER &- WHOLE TURNOVER POST SHIPMENT CREDIT ECIB (WT PS) COVER
- 729/2016 Withdrawal of Legal Tender Character of existing Rs.500/- and Rs.1000/- Bank Notes (Specified Bank Notes) – Deposit of Specified Bank Notes (SBNs) into Bank Accounts – Modification. - Restrictions on deposit of SBNs in excess of Rs.5000 SBNs into Bank Accounts – Withdrawn in fully KYC compliant accounts.
- 730/2016 ATAL PENSION YOJANA – SHARING OF REVENUE/ INCENTIVE WITH SELF HELP GROUPS & OTHERS FOR MOBILISING NEW APY ACCOUNTS.
- Branches can engage SHGs, NGOs, Trusts, Societies, Associations, Ex-employees and Social workers with proven track record for mobilizing new APY accounts.
  - Incentive @ Rs70/- per application.
  - Incentives will be paid by G A Wing, Head Office on quarterly basis.
  - Minimum applications mobilized should be TEN.
  - Scheme commences with immediate effect and ends on 31.03.2017.
- 731/2016 TECHNOLOGY & QUALITY UPGRADATION (TEQUP) SUPPORT TO MICRO, SMALL & MEDIUM ENTERPRISES (MSMEs) – CLARIFICATIONS TO SCHEME GUIDELINES.
- TIME LIMIT FOR SUBMISSION OF TEQUP SUBSIDY CLAIMS REVISED.
  - ENERGY AUDIT TO BE CARRIED OUT BY BEE AUTHORISED ENERGY AUDITOR / MANAGER / AGENCIES ONLY.
- 732/2016 PROFIT & LOSS ACCOUNT FOR THE PERIOD ENDING 31.12.2016 AND BALANCE SHEET AS AT 31.12.2016
- All Certificate formats will be made available in CANNET\_Down Load \_Admin Software Group\_ BSPL\_BSPL1216 folder.
  - Valuation of securities are to be conducted at regular intervals as per H.O Circular 148/2009 dated 22.04.2009 without fail.
  - BASEL III – Return 4A, 4B and 4C to be submitted along with the Balance Sheet.
  - Branch-In-Charge should specifically review Interest Paid on Deposits, Interest Collected on Advances, Commission and General Charges and ensure that the Profit / Loss reported is correct.
  - Cost of Deposit & Yield on Advances Variation Report should be submitted by the Branch-In-Charge to ensure the correctness of the same.
  - Branch should ensure all provisions made for Income and Expenditure for the half year ended 30.09.2016 are reversed before preparing the Balance Sheet.
  - Branches / Offices to make provision for all outstanding charges etc., for period ending 31.12.2016 and the same should be reversed on the first working day of January 2017.
  - Mock Balance Sheets to be verified for Returns total, Balance Sheet and Profit and Loss Account heads with the Trial Balance to ensure data correctness.
  - Branches should review Auto NPA statement and ensure that performing assets are not appearing in the report.
  - Memorandum of Changes (MOCs) given by the Auditors for interest/income reversal and classification of Assets for the Balance Sheet as at 30.09.2016 is to be given effect before preparation of Balance Sheet as at 31.12.2016.
  - Branches to furnish necessary details for the purpose of Segment Reporting as per the format provided in the system.
  - Branches to ensure that credit balance in written off accounts should be made NIL and to be closed before drawing the balance sheet.

- 734/2016 Canara Prepaid Cards – Waiver of Issue / Load / Reload Charges for all our Staff members
- 735/2016 Deposit of Specified Bank Notes (SBNs) – Clarification regarding deposit of SBNs at other than Home branches. Customers can deposit SBNs at any of our branches across the country subject to compliance of extant guidelines.
- 736/2016 SECTION 23 OF THE BANKING REGULATION ACT, 1949 – RBI MASTER CIRCULAR ON BRANCH AUTHORISATION-POPULATION GROUPWISE CATEGORISATION OF BRANCHES/OFFICES BASED ON CENSUS 2011.
- 737/2016 Empanelment of resolution agents for recovery of NPA accounts of Doubtful & Loss assets categorised upto Rs.50.00 lacs.
- 738/2016 Pradhan Mantri Garib Kalyan Deposit Scheme (PMGKDS), 2016
- Government of India has announced the “Pradhan Mantri Garib Kalyan Deposit Scheme (PMGKDS-2016).
  - DIT Wing is in the process of developing Software. Till such time, Branches have to accept Deposits under the Scheme in Manual Mode.
  - Branches to accept deposits with immediate effect, the scheme closes on 31.03.2017
- 739/2016 Acceptance of (1) Tax, surcharge, Penalty (2) Deposits under Pradhan Mantri Garib Kalyan Yojana, (PMGKY) 2016
- Taxation and Investment Regime for Pradhan Mantri Garib Kalyan Yojana-2016 remains open till 31/03/2017.
  - Under the Taxation scheme, Tax @30% of the undisclosed income, surcharge @33% of Tax and penalty @10% of such income is payable.
  - Under the Deposit scheme, Mandatory deposit of 25% of the undisclosed income in Pradhan Mantri Garib Kalyan Deposit Scheme.
  - All Designated branches are authorised to accept the tax under the scheme.
  - All the branches are authorised to accept Deposit under the scheme.
- 740/2016 (1) Requirement of customer due diligence and need for maintenance of records (2) Compliance to provisions of KYC norms and operations in Small Accounts. (3) Ministry of Finance/Department of Revenue guidelines on quoting PAN/obtaining Form 60.
- Guidelines on activation of dormant accounts, customer due diligence and records management.
  - Compliance to provisions of KYC norms and operations in Small Accounts.
  - Ministry of Finance/Department of Revenue guidelines on quoting PAN/obtaining Form 60.
- 741/2016 Scheme for Digital Payments
1. Incentivisation scheme for Digital Payment Products i.e. through RuPay Cards, USSD, UPI and AEPS
  2. “Lucky Grahak Yojana” for Consumers
  3. “Digi-Dhan Vyapar Yojana” for Merchants
  4. Scheme operational from 25.12.2016. Covers transactions from 09.11.2016 to 11.04.2017
- 742/2016 Foreign Contribution (Regulation) Act 2010 & Foreign Contribution (Regulation) Rules 2011 – FOR STRICT COMPLIANCE
- 743/2016 Bank to use the generic term CICs (Credit Information Companies) for drawing of CIR (Credit Information Reports) as against usage of CIBIL report
- 744/2016 Change in name of Credit Information Bureau [India] Limited (CIBIL) to M/s. TransUnion CIBIL Limited.
- 745/2016 Pradhan Mantri Awas Yojana (PMAY) a Credit Linked Subsidy Scheme – Amendments in guidelines.
- Waiver of obtaining of NOC from Local Bodies till 30.6.2017.
  - Extending Finance for Enhancement of existing house to Pucca House.
  - Covering of loans under CRGFTLIH.

- 746/2016
  - Claiming of Subsidy for the eligible loans sanctioned in 3rd Quarter of FY 2016-17
 Padho Pardesh Scheme of Interest Subsidy on Education Loans for Overseas Studies for the students belonging to the Minority Communities – Opening of SAS package for the first two Quarters of the FY 2016-17 for submitting claims.
  - Ministry of Minority Affairs, Government of India has permitted for submission of quarterly subsidy claims under the subject scheme in respect of students belonging to Minority Communities for the first two Quarters of FY 2016-17.
  - SAS package for the subject scheme will be enabled for claiming interest subsidy for Quarters June 2016 and September 2016 from 26.12.2016 to 27.01.2017 by our DIT Wing, HO.
  - Branches need to submit the claims quarterly and ROs shall verify the claims submitted by branches and forward the eligible claims to CO.
  - Last date for submitting/ forwarding /authorizing the claims is as under: 21.01.2017/ 24.01.2017/27.01.2017
  
- 747/2016
  - Ministry of Social Justice & Empowerment, Government of India has permitted for submission of quarterly subsidy claims under the subject scheme in respect of OBC & EBC category students for the last Quarter of FY 2015-16.
  - SAS package for the subject scheme will be enabled for the March 2016 Quarter only from 26.12.2016 to 10.01.2017 by our DIT Wing, HO.
  - Branches need to submit / forward the claims quarterly and ROs shall verify the claims submitted by branches and forward the eligible claims to CO for authorization, in SAS package.
 Dr. Ambedkar Central Sector Scheme of Interest Subsidy on Educational Loans for Overseas Studies for Other Backward Classes(OBCs) & Economically Backward Classes(EBCs)- ACSISOBCEBC – Opening of SAS Package to upload the subsidy claims for March 2016 Quarter.
  
- 748/2016
  - Grant of additional grace period of 60 days for prompt repayment incentive of 3% to farmers whose crop loan dues are falling due between 1st November, 2016 and 31st December, 2016 on account of withdrawal of legal tender status for Specified Bank Notes (SBNs)
  - The incentive will be available if the farmers repay the short term crop production loans within 60 days from the above period.
 Additional Interest subvention for prompt repayment for short term Crop production loans during the Year 2016-17 – Grant of Grace period of 60 days beyond due date on account of withdrawal of legal tender status for Specified Bank Notes (SBNs)
  
- 749/2016 Pradhan Mantri Garib Kalyan Deposit Scheme (PMGKDS) - 2016
- 750/2016 CREDIT GUARANTEE FUND TRUST FOR MICRO AND SMALL ENTERPRISES-CGTMSE- FEEDBACK ON INSPECTIONS CONDUCTED BY CGTMSE
- 751/2016 TECHNOLOGY & QUALITY UPGRADATION (TEQUP) SUPPORT TO MICRO, SMALL & MEDIUM ENTERPRISES (MSMEs) – CLARIFICATIONS TO SCHEME GUIDELINES – MODIFICATION IN GUIDELINES
- 752/2016 CREDIT GUARANTEE FUND TRUST FOR MICRO AND SMALL ENTERPRISES-CGTMSE- CORRECT CLASSIFICATION OF CGTMSE COVERED ACCOUNTS IN CGTMSE WEB PORTAL
- 753/2016 Empanelment of detective/investigative agenciesPermission accorded to empanel and engage detective/investigative agents for tracing missing NPA borrowers and also the other assets of borrowers/guarantors and their net worth.The facility to be availed where details of the borrowers/guarantors are to be submitted to court and also to ascertain other properties and for obtaining ABJ and taking OTS decisions.
- 754/2016 Agricultural Marketing Infrastructure (AMI) - Stoppage of Sanction of subsidy linked Term Loan for New Projects
- 756/2016 REVIEW OF PRUDENTIAL GUIDELINES – SCHEMES FOR REVITALISING STRESSED ASSETS IN THE ECONOMYModifications in –
  - Scheme for Sustainable Structuring of Stressed Assets

- Guidelines on Flexile Structuring of Long Term Project Loans to Infrastructure and Core Industries Sector
  - Strategic Debt Restructuring Scheme and Prudential Norms on change in ownership of borrowing entities (outside SDR)
  - Norms on Income Recognition, Asset Classification and Provisioning pertaining to Advances – Projects under Implementation – Change in ownership
  - Guidelines on Loans to Projects under Implementation – Date of Commencement of Commercial Operations (DCCO)
- 757/2016 Closure of Scheme of exchange of Specified Bank Notes (SBNs) at banks on December 30th 2016- Accounting
- Closure of Scheme of exchange of Specified Bank Notes (SBNs) at bank on 30th December, 2016
  - branches who have accumulated SBNs as at the close of business on 30th December, 2016 are required to remit the same to Currency Chest on or before 31st December, 2016.
  - Reporting of the transactions in ICCOMS will be enabled beyond 9.00 pm
  - SBNs cannot form part of banks' cash balances from the close of business as on 31st December, 2016.
  - No SBN should be accepted by the branches after close of business hours of 30th December, 2016
- 758/2016 APPLICATION OF AUTO-REVERSAL PROCEDURE TO ALL TYPES OF CDBs/FCDB-GUIDELINES
- 759/2016 RTGS Holidays for the year 2017
- 760/2016 Agricultural Marketing Infrastructure (AMI) Sub-scheme of ISAM – Extension of cutoff date for Sanction of subsidy linked Term Loan for New Projects
- The cut-off date for sanction of subsidy linked term loan for new projects of SC/ST category promoters and for all category promoters in NER is extended upto 31st December 2016 under the subject scheme.
  - The Cutoff date for submitting advance subsidy claim to NABARD is extended till 31st January 2017.
- 761/2016 Pradhan Mantri Fasal Bham Yojana (PMFBY) – Rabi 2016-17 season - Extension of last date for submission of applications and debit/deposit of premium
- 762/2016 REIMBURSEMENT OF MONTHLY MOBILE BILL TO ALL THE MANAGERS /SENIOR MANAGERS OF THE BANK

**FOREX CIRCULARS**

- FX/103/2016 EXIM BANK'S GOI SUPPORTED LINE OF CREDIT OF USD 35.00 MILLION TO THE GOVERNMENT OF THE REPUBLIC OF GUINEA EXPORT-IMPORT BANK OF INDIA (EXIM BANK) HAS ENTERED INTO AN AGREEMENT DATED SEPTEMBER 9, 2015 WITH THE GOVERNMENT OF THE REPUBLIC OF GUINEA FOR MAKING AVAILABLE TO THE LATTER, A GOVERNMENT OF INDIA SUPPORTED LINE OF CREDIT (LOC) OF USD 35.00 MILLION (USD THIRTY FIVE MILLION) FOR CONSTRUCTION AND UP GRADATION OF REGIONAL HOSPITALS AT KANKAN AND NZEREKORE IN GUINEA.
- FX/104/2016 EDPMS – OVERDUE EXPORT BILLS CAUTION LISTING OF EXPORTERS DUE TO OUTSTANDING SHIPPING BILLS (EXPORT BILLS) UNDER EDPMS – OPERATIONAL GUIDELINES FOR FOLLOW-UP
- FX/105/2016 EXCHANGE FACILITY TO FOREIGN CITIZENS RBI HAS PERMITTED FOREIGN CITIZENS TO EXCHANGE FOREIGN CURRENCY NOTES FOR INDIAN CURRENCY NOTES UP TO A LIMIT OF RS.5000/- PER WEEK TILL DECEMBER 31, 2016.
- FX/106/2016 ALL CROSS-BORDER WIRE TRANSFERS MUST BE ACCOMPANIED BY ACCURATE AND MEANINGFUL ORIGINATOR INFORMATION BRANCHES TO ENSURE THAT CROSS-BORDER WIRE TRANSFERS INCLUDING THE ONE TOWARDS FOREIGN

**JANUARY 2017****LIGHT CIRCLE**

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COMPANY BY A PERSON  
RESIDENT OUTSIDE  
INDIA. RESERVE BANK OF  
INDIA HAS PERMITTED A  
PERSON RESIDENT  
OUTSIDE INDIA FOR  
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COMPANY EITHER  
DIRECTLY OR IN ANY  
MANNER AS PER THE  
PREVALENT/APPROVED  
MARKET PRACTICE.

FX/108/2016 OBTENTION OF STATUS  
REPORTS/OPLs ON  
OVERSEAS ENTITIES. 1.  
RENEWAL OF AGREEMENT  
WITH THE EXISTING 5  
SERVICE PROVIDERS FOR A  
FURTHER PERIOD OF ONE  
YEAR UPTO 31ST  
DECEMBER, 2017

FX/109/2016 REVISION IN INTEREST  
RATES ON FCNR (B)  
DEPOSITS/ RFC DEPOSITS  
W.E.F.01.01.2017



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