



ಪ್ರಧಾನ ಕಛೇರಿ : ಧಾರವಾಡ  
Head Office: Dharwad

ಕರ್ನಾಟಕ ವಿಕಾಸ ಗ್ರಾಮೀಣ ಬ್ಯಾಂಕ್

ಕೆನರಾ ಬ್ಯಾಂಕ್ ಪ್ರವರ್ತಿತ ಸರ್ಕಾರಿ ಸ್ವಾಮಿತ್ವದ ಶೆಡ್ಯೂಲ್ಡ್ ಬ್ಯಾಂಕ್

**Karnataka Vikas Grameena Bank**

A Scheduled Bank Owned by Government (Sponsored by Canara Bank)

## ADVERTISEMENT

### KARNATAKA VIKAS GRAMEENA BANK

Head Office, P. B. No. 111, Belgaum Road , Dharwad- 580008

[www.kvgbank.com](http://www.kvgbank.com) Telephones- 0836-2448328, 2448626

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**Notification No. 162/KVGB/INSP/ON/2025-26 Dated: 29.03.2025**

#### **ENGAGING OTHER COMMERCIAL BANK RETIRED OFFICERS (SCALE I TO IV)**

Karnataka Vikas Grameena Bank has 629 branches across Bagalkot, Belagavi, Chikodi, Dharwad, Gadag, Gokak, Haveri, Kumta, Mangalore & Vijayapur regions of state Karnataka, desires to engage other commercial Bank's Retired officers (Scale I to IV) for assisting in conducting Risk based internal audit & other inspection assignments. The particulars of the eligibility, remuneration, terms and conditions and Application Form etc., are annexed. **The last date for receipt of the completed applications at Bank's Head Office (Inspection Division) is 15.04.2025.**

  
(SATHEESHA.R)  
GENERAL MANAGER

**EMPANELMENT OF RETIRED OFFICIALS OF PUBLIC SECTOR BANKS (EROs) (Other than KVGB) ON SUPERANNUATION IN SCALE I TO IV FOR ASSISTING IN VARIOUS INTERNAL INSPECTION EXERCISES.**

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Applications are invited from retired Officers of **PUBLIC SECTOR BANKS**, who have retired in the Scale I to IV for empanelment as **Empaneled Retired Officials –Other Commercial Banks (ERO) (other than KVGB)** for assistance in the Bank to carry out the assignments like Risk Based Internal Audit 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 website to the below mentioned address.

To,  
The General Manager  
Inspection Wing,  
Karnataka Vikas Grameena Bank  
Head Office,  
Belagavi Road,  
**DHARWAD – 580008**

The envelope containing the application to be superscripted with “**APPLICATION FOR EROs**”.

**LAST DATE FOR RECEIPT OF APPLICATION AT HEAD OFFICE IN HARD COPY IS: 10<sup>th</sup> April 2025.**

For clarifications if any please contact

**Mr. K. R. Adiga,**  
**AGM, Inspection Division,**  
**Karnataka Vikas Grameena Bank,**  
**Head Office,**  
**Dharwad- 580008**  
**Mobile: 9480699080**  
**Email: [insp@kvgbank.com](mailto:insp@kvgbank.com)**  
**Web: [www.kvgbank.com](http://www.kvgbank.com).**

Date : 27.03.2025  
Place : Dharwad

General Manager  
Karnataka Vikas Grameena Bank  
Inspection Division, Head Office,  
DHARWAD-580008

## TERMS & CONDITIONS

SI No	Gist	Scheme Guidelines
1	Scheme	<b>EMPANELMENT OF RETIRED OFFICIALS (SCALE I TO SCALE IV) OF OTHER COMMERCIAL BANKS FOR ASSISTANCE IN THE BANK TO CARRYOUT RISK BASED INTERNAL AUDIT AND OTHER INTERNAL INSPECTION EXERCISES OF OUR BANK.</b>
2	Scope of Work	<ul style="list-style-type: none"> <li>To assist in the Bank to carryout assignments like Risk Based Internal Audit, Audit of ROs/ offices, IS Audit, Portfolio Audit and other internal inspection exercises of the Bank.</li> </ul>
3	Eligibility	<ul style="list-style-type: none"> <li>Retired Officers of other Commercial Banks (other than KVGB) on Superannuation / VRS in Scale I to Scale IV. He / she should not have retired under CRS / any punishment.</li> <li>Age should be below 63 years as on 01.04.2025 (i.e. candidates born on or after 01.04.1962 are only eligible).</li> <li>Should have good track record, experience of minimum 20 years of service in any Commercial Banks (other than KVGB) and should not have been imposed any major penalty during their last 3 years of service prior to retirement.</li> <li>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.</li> <li>Preference shall be given to those who have good exposure to credit &amp; who have worked as Branch Heads, Credit departments either in Branches or administrative Offices.</li> <li>He / She should be in sound health both physically &amp; mentally and should be able to travel distant Branches / places for Inspection and security verification. Physical fitness certificate from the Qualified Medical Practitioner/ Panel doctor of the Bank/ Government doctor shall be submitted at the time of empanelment.</li> <li>Should possess adequate computer knowledge and should be able to handle computers independently.</li> <li>Should have worked in CBS environment and should be familiar with CBS package.</li> <li>Should have high sense of involvement, sense of belonging to the institution and should have the ability to motivate others.</li> </ul>
4	Period of Empanelment	<ul style="list-style-type: none"> <li>Initially the contract shall be for a period of ONE year which may be renewed for a further period of one year twice at the sole discretion of the Bank, subject to suitability/ satisfactory service/ annual assessment and overall performance.</li> <li>The total period of engagement of the services of the ERO shall not exceed 3 years.</li> </ul>

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Remuneration

- Monthly Consolidated Remuneration is as under:

Scale in which ERO retired	Consolidated monthly remuneration
Scale I & II	Rs 35000
Scale III & IV	Rs 40000
- EROs shall not be eligible for any leave, other benefits, other allowances or perquisites.
- EROs shall be eligible for remuneration for the intervening holidays provided they have worked on the preceding and succeeding working days.
- Applicable TDS shall be deducted from the remuneration.
- EROs shall be eligible only for pro-rata payment of monthly remuneration under the following circumstances:
  - When EROs are not able to take up the assignments due to health grounds, personal leave, etc.
  - When Bank is not able to utilize the services of EROs for full calendar month due to administrative exigencies.
- The remuneration shall be paid on the monthly basis and shall be payable on receiving the claim from ERO duly certified by the Head of the branch/ office where inspection is conducted.
- EROs who retired in the scale I, II & III will be paid TA/HA as applicable to serving officials of the same grade of our Bank (KVGB). For EROs who retired in the scale IV, TA/HA as applicable to serving Scale III officers of our Bank shall be payable.
- EROs shall not be eligible for any conveyance allowance / Reimbursement if they are taking up assignments in the Headquarters for which they are selected.
- EROs shall not be eligible for any Advance.
- TA / HA Claims to be made on monthly basis to Head Office.

6	<p><b>Method Of Applying &amp; Selection</b></p>	<ul style="list-style-type: none"> <li>• The eligible Applicants shall submit the applications in the prescribed format as given in Annexure, so as to reach us on or before 10<sup>th</sup> April 2025. Applications received after 10<sup>th</sup> April 2025 shall not be entertained.</li> <li>• The engagement / assignment shall be terminated automatically on completion of 1 year tenure, subject to renewal as per point no.4.</li> <li>• The applicants shall appear for a personal interview at Head Office, Dharwad at their own cost.</li> <li>• <b>Selection of Applicants for empanelment will be at the sole discretion of the management</b> and no correspondence in this regard will be entertained.</li> </ul>
7	<p><b>Other General Conditions</b></p>	<ul style="list-style-type: none"> <li>• Allotment of branches/ offices for audit shall be prerogative of the Bank and selected candidates shall not have any say in the matter.</li> <li>• Applicants have to submit NOC / Clearance certificate from their Bank at the time of documentation before final empanelment.</li> <li>• The Applicants should be ready to travel to any place for stock checking / security verification.</li> <li>• The engagement of retired officials in the Bank shall be on contract basis.</li> <li>• Mere empanelment does not confer any right for entrustment of Audit assignment by the Bank.</li> <li>• All the selected Applicants shall sign a contract containing terms and conditions of empanelment.</li> <li>• The engaged retired officials shall not be eligible for reimbursement of medical or any other benefits / perquisites, festival advance, etc during the engagement period.</li> <li>• The EROs are required to update their knowledge by going through the Circulars / Communications and instructions of the Bank.</li> <li>• They shall not exercise any administrative/financial powers during the period of engagement.</li> <li>• The engaged officials shall not accept any assignment with any other organization during the period of their contractual service in the Bank.</li> <li>• The contractual period shall not be reckoned as service for the purpose of superannuation benefits/PF/Bonus etc.</li> <li>• Income Tax or any other tax liabilities on remuneration shall be deducted as per prevailing rate(s) mentioned in the Income Tax Rules.</li> <li>• The engaged officials shall follow the normal working hours as applicable to serving officials.</li> <li>• EROs may relinquish the assignment/ empanelment: <ul style="list-style-type: none"> <li>a. By giving 30 days' notice or</li> </ul> </li> </ul>

		<p>b. By paying 50% of monthly remuneration to the Bank.</p> <ul style="list-style-type: none"> <li>• The engagement is purely contractual in nature for a definite period &amp; purpose and shall not be considered as employment in the services of the Bank.</li> <li>• Empanelled Officers are not be eligible for any leave facility as available to the serving Officers.</li> <li>• No further engagement/assignment of EROs 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 Team Leader/ Inspection Officer, Bank reserves the right to de-empanel any EROs 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 EROs as Bank deems fit.</li> <li>• EROs should not indulge in any union/association activities and should work unbiased/impartial.</li> <li>• EROs shall be accountable for any acts of omission and commissions in their work during the course of any type of inspection/ Audit.</li> <li>• In case of amalgamation of the Bank with Karnataka Gramin Bank, services of officers retired from Karnataka Gramin Bank will automatically be discontinued.</li> <li>• All the selected candidates shall sign a contract containing terms &amp; conditions of empanelment including relevant clauses regarding maintaining confidentiality about Bank's data.</li> </ul>
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**BIO-DATA CUM APPLICATION FORMAT FOR EMPANELMENT FOR ASSISTANCE IN THE BANK TO CARRYOUT ASSIGNMENTS LIKE RISK BASED INTERNAL AUDIT AND OTHER INSPECTION EXERCISES.**

To,  
The General Manager,  
Inspection Wing,  
Karnataka Vikas Grameena Bank,  
Head Office,  
Dharwad 580008

AFFIX PASS  
PORT SIZE  
PHOTO & SIGN  
ACROSS

Sl.No	PARTICULARS	DETAILS
1	Name of the Applicant	
2	Name of the Bank from which retired from the services (other than KVGB)	
3	Employee No:	
4	Aadhar 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 01.04.2025)	
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)	

I undertake to work anywhere in the area of operations of the Bank.

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 last three years prior to retirement.

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 /is 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 VIKAS GRAMEENA BANK,  
HEAD OFFICE, DHARWAD IS 15<sup>th</sup> APRIL 2025**



**Documents to be attached with application:**

1. Reliving letter from retired banks
2. Employee id card
3. Adhaar card
4. Pan card
5. 2 passport size photos
6. Physical fitness certificate from qualified medical practitioner/ panel doctor of the Bank/  
Government doctor
7. Certificates if any