



# बिहार राज्य सहकारी बैंक लि० The Bihar State Co-operative Bank Ltd.

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Ref. No. 1547

Date 23/10/2024

सेवा में

सभी शाखा प्रबंधक  
बिहार राज्य सहकारी बैंक लि०  
बिहार ।

विषय: नये दैनिक जमा योजना नियमावली 2024 एवं दैनिक जमा योजना के अभिकर्ताओं को अन्य कार्यों में भी प्रदत्त की जाने वाले कमीशन के सम्बन्ध में ।

महाशय,

उपर्युक्त विषय के सम्बन्ध में सूचित करना है कि दैनिक जमा योजना नियमावली 2024 दिनांक-18/10/2024 के कार्यकारिणी समिति अनुमोदित किया जा चुका है जिसकी छाया प्रति इस पत्र के साथ संलग्न है । उक्त नियमावली का आप सन्दर्भ ग्रहण करें ।

विदित हो कि नियमावली में निहित प्रावधान के अंतर्गत दैनिक जमा योजना के अभिकर्ताओं को बैंक के अन्य कार्यों में भी सहयोग करने पर बैंक की ओर से प्रोत्साहन प्रदान करने का निर्णय लिया गया है । साथ ही दैनिक जमा योजना के ब्याज दरों में परिवर्तन किया गया है जिसका प्रभावी तिथि दिनांक-01/11/2024 है ।

अतः निदेशित किया जाता है कि दैनिक जमा योजना नियमावली 2024 में उल्लेखित दिशा निर्देशो का अक्षरशः अनुपालन सुनिश्चित करें ।

अनुलग्नक: यथोक्त ।

विश्वाशभाजन

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मनोज कुमार सिंह  
प्रबंध निदेशक

दिनांक-23/10/2024

पत्रांक- 1547

प्रतिलिपि : आई. टी प्रभारी को निदेशित किया जाता है कि दैनिक जमा योजना के ब्याज दरों एवं अन्य आवश्यक बदलाव नियमावली के अनुरूप करते हुए अधोहस्ताक्षरी कार्यालय के सूचित करना सुनिश्चित करें ।

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# THE BIHAR STATE CO-OPERATIVE BANK LTD., PATNA – 4

## DAILY DEPOSIT SCHEME

### Rules Governing Daily Deposit Account:

#### **1. Objective :**

“Daily Deposit Scheme” has been introduced to encourage the daily saving tendency amongst farmers, small traders, housewives etc.

Special attraction of this deposit is that a depositor can deposit the amount of his/her daily saving in their account through an authorized agent of the Bank without personal visit to the Bank.

#### **2. Opening of Customer Account:**

(i) Daily Deposit Account may be opened in the name(s) of: -

- ❖ One person
- ❖ Two persons jointly, repayable jointed or to either or survivor or former or survivor or later or survivor.
- ❖ Account in the name of minor below the age of 12 years to be operated upon by his/her legal guardian.
- ❖ A minor alone if he/she has completed the age of 12 years.
- ❖ A minor below the age of 12 years along with a major jointly.
- ❖ Proprietary/Partnership Firm, Club/Association.

(ii) Conversion of single account into joint account will be allowed at the discretion of The Bank.

(iii) Account opening form meant for opening of D.D.S. Account will be made available to the Authorized Agent for opening of Customer's Account. Authorized Agent will get the account opening form duly filled by the customer. Together with relevant KYC. Documents i.e. proof of identity; proof of Residence and passport size Photograph will be submitted to the Branch for opening of Account. The depositor will be requested to visit the Branch personally to receive his pass book.

(iv) Daily Deposit Account can be opened by depositing minimum Rs.50 in cash or multiple thereof. Amount of Daily Deposit cannot be changed subsequently.

#### **3. Periodicity of the Deposit:**

Daily deposit account can be opened for the following period: -

- ❖ 12 Months
- ❖ 24 Months
- ❖ 36 Months
- ❖ 60 Months



Period of deposit will have to be indicated at the time of opening of the account. Period once recorded will not be changed and no deposit will be accepted after expiry of the period of deposit.

#### **4. Procedure for Deposit :**

A depositor will deposit his daily saving through an authorized agent of bank. The Agent will key in the amount for credit of D.D.S. Account of the customer. The amount received will be debited to the account of Agent and credited to the D.D.S. account of the customer. Simultaneously an SMS advising credit in account will be sent from the branch on the registered mobile number of customers. Thereafter customers will give his passbook to the Agent for updating. Agent will post amount in passbook of the customer which can be verified with the amount mentioned in the SMS by the customer.

- (a) In case pass book is lost, a duplicate passbook can be issued by the bank on receipt of Rs. 50/- from the account holder on the basis of written request received from the depositor duplicate passbook will be issued.-
- (b) After expiry of the period of deposit the depositor will have to surrender the passbook to the Bank and the Bank will pay the amount of deposit together with accrued interest to the customer.

#### **5. Interest of Deposit :**

Interest on Daily Deposit Account will be paid on simple interest basis on the following rates.

<b>Period of Deposit</b>	<b>Rate of Interest</b>
❖ 1 Year up to 2 Year	3 %
❖ Above 2 Yrs up to 4 Yrs.	4 %
❖ Above 4 Years	4.25 %

The above rate is subject to revision from time to time by the Bank as well as on directives of Reserve Bank of India. The amount of interest will be credited to the account after maturity of the deposit.

#### **6. Premature Payment :**

Amount of deposit with accrued interest will be paid to the depositor only after completion of the period of deposit.

However, in case of urgency, premature withdrawal interest will be admissible on the following rates: -



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- ❖ In case of premature withdrawal before completion of 6 months, no interest will be payable on deposit, rather amount of commission paid to the agent will be realized from the amount of deposit.
- ❖ In case of premature withdrawal after completion of 6 months but before 12 months no interest will be payable on the deposit.
- ❖ After completion of 12 months but before 24 months rate of interest payable will be 2% p.a.
- ❖ After completion of 24 months but before 36 months rate of interest payable will be 3% p.a.
- ❖ After completion of 36 months but before 60 months rate of interest payable will be 3.25% p.a.

### **7. Loan against deposit:**

Bank may allow loan against pledge of Daily Deposit Account maximum to the extent of 75% of the deposit amount. The rate of interest allowed on the amount of loan will be 7.5 % p.a. in all cases but in case of premature deposit of loan before maturity of D.D.S account for closure charge 0.25% plus loan shall be levied. The depositor will have to pledge the pass book and fulfill other formalities at the time of availing of loan from the Bank.

In case of any emergency / requirement, Branch Manager can consider up to 90% of Loan Against Deposit. Loan can be sanctioned against that deposit.

**Collateral Security:** - For Good depositors, balance outstanding in D.D. account can be assigned in favor of bank as against any loan facility viz. Car Loan, House Loan, Personal Loan, Cash Credit/Term Loan availed from the Bank.

**7(a).** In case of any default in repayment of EMI, against pledge of D.D.S Account, The Bank shall have right to deduct the overdue EMI to that extend from pledged DDS account or any Depositor account.

### **7(b). Record of Loan against Daily Deposit Account:**

As separate loan Register for loan against daily deposit account will be maintained in the Branch and the loan given to the depositor against daily deposit account will be maintained in that register. However, record of loan must be indicated on the concerned deposit account as well as relevant Pass Book of the depositors. For this purpose, a stamp indicating "On Lien" will be made and recorded on the concerned deposit account ledger and Pass Book. The officer concerned will ascertain that "On Lien" stamp has been recorded on the concerned deposit ledger and Pass Book before release of loan. If "On Lien" has not been recorded in the deposit register and Pass Book and final payment of deposit is made without adjustment of loan given against it, the concerned Assistant and Passing Officer will be held responsible for the same and the amount of such loan will be recovered from the Assistant/Officer concerned with up to date interest.



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### **8. Rights of the Bank:**

- ❖ If a Daily Deposit Account is not operated in regular way, the Bank will have the right to close that account. The Bank has also right to disallow the further deposit in the account and stop payment of interest thereon in such cases.
- ❖ The Bank reserves the right to amend the rules governing the Daily deposit Account at any time without giving a separate notice to every account holder.

### **9. Daily Deposit Account will not be transferred from one Branch to another Branch.**

### **10. Responsibility of the Depositor:**

- ❖ Depositor should verify the Identity Card of the authorized agent of the Bank before making deposit to the agent each time.
- ❖ Agent has not been authorized by the Bank for accepting other deposit on behalf of the Bank. Hence the Bank will not be responsible for any loss caused to depositor due to making any deposit other than daily deposit through the authorized agent of the Bank.
- ❖ The depositor should reconcile the Pass book periodically. The depositor must visit the Bank at least once in a month and verify the entries made in the Pass book with the record maintained by the Bank. It is mandatory to mention mobile number of one employee and one officer of the branch on the D.D.S Passbook.

### **11. Selection of Agent:**

Eligibility criteria for selection of Authorized Agent for collecting deposit from the customers will be as under:

- A. He should be an Indian citizen.
- B. Must possess qualification up to Intermediate.
- C. Must be within **18 years to 47 years** of age as on date of selection.
- D. He should be a permanent resident of the district concerned in which Bank is located (**NIVAS PRAMAN PATRA** by S.D.O. or equivalent authority of sub division.)
- E. He must not be a willful defaulter for any loan from financial institution (An affidavit to this effect need to be furnished).
- F. References from two persons of repute, having account with our Bank.
- G. Must possess a mobile phone/valid connection his name.
- H. **Security deposit** – He will have to deposit a minimum of Rs.20,000/- (Rupees twenty thousand only) in Current Bank Account (Lien in favor of Bank will be noted) and in turn he will be sanctioned a Current Account O.D. with limit for the equivalent amount.

Branch Manager after verification of the personal information's furnished in the application, will forward it with his recommendation for selection as Authorized Agent to the Head Office.



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On the basis of recommendations received from Branch Manager, selection to be made by the permission of Managing Director.

After proper scrutiny by Head Office proposal for selection of Authorized Agent will be put up to Managing Director for approval.

Each Authorized Agent will be advised about his selection or otherwise by the Branch.

Authorized Agent will have to purchase one Android Mobile phone and SIM Card in his own name and to advise Make, IMEI No. and SIM No. to the bank for installation of APP (meant for the purpose of collection of installments of Deposit) by the Service provider. The Agents selected will be given identity card by the Bank under the signature of Branch Manager. This I Card will contain personal information together with a photograph.

### **12. Payment of Commission on Daily Deposit:**

The amount of commission payable to the Agent will be calculated on the basis of amount collected and deposited by the Agent during the month. Rate of commission will be paid 2.5 %.

### **13. Service extended through DDS Agent**

**(i) Door Step Banking:** Door Step Banking may be introduced to encourage the saving tendency amongst salaried persons, farmers, small traders, housewives etc. through an authorized agent. A depositor will have to visit the bank personally with an authorized agent at the time of opening Laxmi deposit Account and Recurring Account. However, in case of Saving Bank Account and Current Account if depositor not willing to visit the bank can also be opened through an authorized agent. In that case Authorized agent will visit and contact to customers and complete all KYC procedures. Laxmi Deposit Account and Recurring Account will be opened as per following terms and conditions.

**(ii) Laxmi Deposit:** Authorized agent may be paid below commission on amount deposited into Laxmi deposit account-

1	Laxmi Deposit for 1 Year	Commission will be paid	0.25 %
2	Laxmi Deposit for 2 Year		0.35%

- SB account/ RD a/c must be opened with Minimum Balance of Rs. 1000/- before opening of Laxmi deposit account. (Except existing SB account holders).
- Rs. 50,000/- (Fifty Thousand Rupee only) will be Minimum Amount for LDs.
- Locking Period will be at least 12 months.
- LD account can be opened for the period of 12 months to less than 120 months.
- Agent Commission will be paid only one time at the time of deposit.
- On the death of account holder nominee/ claimant can claim after locking period but inform to the bank immediately.



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- Loan against deposit may be sanctioned as per our existing rule.
- Commission will not be paid on such LD accounts that amount is transferred from existing amount in SBA, CA and TDA etc. at our bank but commission will be paid if amount is transferred from matured DDS Account.
- Commission Rs.20 will be paid for opening each SB Account/RD Account and Rs.50 for each Current Account.
- All Transactions should be routed through either Authorized agent special account or customer SB account or by cash.
- It may be allowed to receive money into either Authorized agent special account or customer SB account through RTGS/NEFT/Clearing.
- Batch File/Menu/System should be created and enable to transactions automatically into LD, RD account with preferred amount, Commission into Agent Saving/Current A/C and TDS into Income Tax Account in one step.
- App/QR Code etc. may be provided to receive depositor's amount for reducing discrepancy and financial losses. It may be also risky to carry Heavy amount in hand.
- Special rate of interest will be considered on the amount of Term Deposit Rs.1.00 Crore and above. (Individual / Firm)
- All Term Deposit RD A/c opened on special rate shall be non-callable for the period but if urgency of requirement of amount only loan against deposit will be given as per rule of the bank.
- The above deposit benefit not be applicable to officer/staff of the Bank.



(Ankit Kumar)  
Dy. Gen. Manager

17/23/10/2024  
(Manoj Kumar Singh)  
Managing Director

