

जोगिन्द्रा केन्द्रीय सहकारी बँक मर्यादित
मुख्य कार्यालय: राजगढ़ रोड,
सोलन, हि.प्र. -173212
दूरभाष: 01792-220305, 225690
फैक्स: 01792-222715
ई-मेल: headoffice@jccb.co.in



**Jogindra Central
Cooperative Bank Ltd.**
Head Office: Rajgarh Road,
Solan H.P.-173212
Phone: 01792-220305, 225690
Fax: 01792-222715

Estd: 1924

No.: Estt./DutyChart/41/2018/4986-5019

Dated 4-8-18

OFFICE ORDER

In order to ensure smooth, efficient and transparent working in the branches all the Branch Managers are hereby directed to rotate the seats of the staff posted in their branches after every six (6) months to acquaint all employees with all sorts of work and to reduce dependence on any individual employee. In this regard clear orders regarding duties assigned be issued and a copy of the same be sent to this office.

Strict compliance be made.

Managing Director

No.: Estt./DutyChart/41/2018/4986-5019

Dated: 4-8-18

Copy to:

1. All the Branch Managers JCC Bank for compliance
2. Duty Chart File
3. Office order file

4. I.T section to host

Managing Director