

**CIRCULAR**

Further to the Circular dt.26.04.2018 in respect of personal loans availed by some of the staff with Andhra Bank, the Heads of the Departments are requested to advise their staff who availed such loans from Andhra Bank to pay instalments for April, 2018 from their salary credited with ICICI bank without fail. They may further be advised that a permanent arrangement may be made by them for transfer of the instalments amount to Andhra Bank by submitting necessary ECS forms or authorisation letters to the respective banks within the next 15 days, so that from the month of May, 2018, the personal loans are serviced properly.

Further, any staff requiring assistance in operation of online transactions with ICICI with respect to the newly opened salary accounts Mr. G.N.R. Prasad, Incharge, Digital Transactions Competency Centre, may be contacted on his mobile : 9885191683.

Sd/-  
**PRINCIPAL**

To  
All Heads of the Departments / Sections for information and necessary action.  
All Deans, IQAC Co-ordinator, AO, COE & I/C - AEC, for information & n/a.