

NPCI/CHENNAI/2015-16/013

June 08th, 2015

To
All the member banks of Banker's Clearing House at Chennai (BCHC)

Commencement of Paper to Follow (P2F) process in Pudukkottai

Dear Sir,

NPCI has tied up with M/s Pudukkottai District Central Co-operative Bank (PDCCB) for carrying out P2F session related activities, the address of the venue is as follows:

Address

M/s THE PUDUKKOTTAI DISTRICT CENTRAL COOPERATIVE BANK LTD
Rama Bhavanam T.S.834-836
East Main Street.
Pudukkottai

Date of Commencement 10-June-2015

Contact Details

Name:- Mr.Lakshmanan
Number:- 9443066379

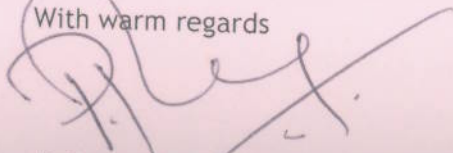
Paper to follow session timings

Monday to Saturday - 8:00 AM to 8:30 AM

Banks are requested to strictly adhere to the process and register complaints wherever instruments are not received / given by the respective banks. The representatives of the banks should carry the P2F reports along with the cheques for distribution to the respective receiving bank. The roles and responsibilities are detailed in Annexure I.

For detailed P2F process you may visit: <http://www.npci.org.in/GridCTSPresentation.aspx>

With warm regards



(P.Ramasubramani)
AVP-CTS Southern Grid and NACH Operations

Encl: Annexure I

Responsibilities of TDCB

1. Verifying the identity of the participants.
2. Participant Banks Attendance to be maintained on **daily basis**.
3. Provide premises and other amenities for conducting the sessions.
4. Maintenance of complaints register so that the member banks can register the same in case of any cheques are not received or received in excess.

Responsibilities of member banks

1. Carry the P2F report to the session.
2. Carry the identity card of your respective Banks for participation in P2F.
3. Exchange the physical instruments with the member banks.
4. Deliver the outward instruments against acknowledgement from the recipient.
5. Receive the inward P2F instruments.
6. In case of discrepancy register the complaint maintained at the premises during the session.

A handwritten signature in black ink, consisting of a large, stylized initial 'R' followed by a vertical stroke.