

**KARUR VYSYA BANK
EMPLOYEES' UNION**

(Affiliated to AIBEA)



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Circular No. 38 / 46 / 2026

June 19, 2026

Dear Comrades,

We append hereunder text of our letter dated 18.06.2026 written to our management regarding the **Initiation of Promotion Process from Office Assistant (OA) to Customer Service Associate (CSA) for the Year 2025-2026**, along with our request for granting one additional opportunity to eligible employees to appear for the Promotion Examination. The same is circulated for the information of all our members.

With greetings,

Yours comradely,

T. SEKAR

GENERAL SECRETARY

KVBEU / 38 / 44 / 2026

June 18, 2026

To
The Chief Human Resources Officer,
Human Resources Department,
Karur Vysya Bank Ltd.,
Central Office, Karur.

Dear Sir,

Subject: Request for Initiation of Promotion Process from Office Assistant (OA) to Customer Service Associate (CSA) for the Year 2025-2026 and Grant of One Additional Opportunity for Promotion Examination

We wish to submit that, every year, the Bank initiates the promotion process from the Office Assistant (Sub-Staff) cadre to the Customer Service Associate (Clerk) cadre and issues the necessary circular in accordance with the provisions of the Promotion Policy Settlement. In this connection, we request the Management to kindly initiate the promotion process for the year 2025-2026 and issue the requisite circular at the earliest, thereby enabling eligible Office Assistants to avail themselves of promotional opportunities and career advancement.

We would also like to draw the Management's kind attention to our long-standing request for granting one additional opportunity to those Office Assistants who have

exhausted all their permissible chances to appear for the promotion examination. We have represented this matter on several occasions in the past and trust that the Management will appreciate the genuine aspirations of these employees for career progression. Considering their dedicated service to the Bank and in the interest of providing a fair and equitable opportunity for career advancement, we earnestly request the Management to favourably consider granting a one-time additional chance to such employees. This gesture would greatly motivate the affected employees and reinforce the Bank's commitment to employee growth and development.

We therefore request the Management to kindly initiate the promotion process for the year 2025–2026 and favourably consider our request for extending one additional opportunity to the eligible employees who have exhausted their examination chances.

Thanking you,

Yours faithfully,

Sd/-

T. Sekar

General Secretary