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# ODISHA GRAMYA BANK

Advances Department

Head Office, Bhubaneswar

**REVISION OF SERVICE CHARGES RELATED TO**

**GENERAL ADVANCES**

**WITH EFFECT FROM 05.08.2024**

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**A. Processing Fee:-**

1. WORKING CAPITAL:-Fund Based & Non-Fund Based (Both under Priority sector/ non-priority sector other than agriculture & Retail credit scheme) (For Initial sanction & subsequent renewals, Adhoc & Loans under Consortium)

Amount of Loan/Limit	Service Charge
Upto Rs.25,000/-	Nil
Above Rs.25,000/- upto Rs.2.00 Lakhs	Rs.600/-
Above Rs.2.00 Lakhs	0.50%

2. TERM LOANS –Upfront Fees (Both under Priority sector /Non-Priority Sector other than agriculture & Retail credit scheme)

Amount of Loan/Limit	Service Charge
Upto Rs.25,000/-	Nil
Above Rs.25,000/- upto Rs.5.00 Crore	1.25%
Above Rs.5.00 Crore	1.20%.

3. Govt. Sponsored Program:-

Amount of Loan/Limit	Revised Service Charge
Loan/Limit sanctioned under Govt. Sponsored Program	0.50%

4. SCHEMATIC LENDING UNDER AGRICULTURE CATEGORY:-

Sl	Category of Account	Amount of Loan/Limit	Service Charge
a.	Short term Agriculture Loan like KCC/Crop Loan/KCC Jewel Loans.	Upto Rs.50,000/-	Nil
		Above Rs.50,000/- upto Rs.3.00 Lakhs	0.20%
		Above Rs.3.00 Lakhs	0.30%
b.	Agriculture Term Loan	Upto Rs.25,000/-	Nil
		Above Rs.25000/- upto Rs.3.00 Lakhs	0.30%
		Above Rs.3.00 Lakhs	0.50%
c.	Working Capital other than short term production credit.	Upto Rs.25,000/-	Nil
		Above Rs.25,000/- upto Rs.2.00 Lakhs	Rs.600/-
		Above Rs.2.00 Lakhs	0.50%

5. Renewal /Review for standalone term loans as well as term loans sanctioned with other facilities (Not Applicable for all retail credit schemes)

Amount of Loan/Limit	Service Charge
Upto Rs.25,000/-	Nil
Above Rs.25,000/- upto Rs.1.00 Crore	1000
Above Rs.1.00 Crore upto Rs.5.00 Crore	5000
Above Rs.5.00 Crore upto Rs.10.00 Crore	15000
Above Rs.10.00 Crore	25000



6. RETAIL CREDIT & OTHER SCHEMES:-

Sl.	Category of Account	Amount of Loan/Limit	Service Charge
a.	OGB HOME LOAN	Loan upto Rs.25.00 Lakh	0.50% (Min:-Rs.2000/-,Max Rs.12500/-)
		Above Rs.25.00 Lakh	0.50% (Min:-Rs.12500/-,Max Rs.20000/-)
b.	OGB Loan Against Property	Up to Rs.10.00 Crore	1.00%
c.	OGB Vehicle Loan Scheme	Irrespective of amount	0.50%
d.	OGB Easy Money	Upto Rs.15,00,000/-	1.25%
e.	Educational Loan (OGB-Gyanaloka)	Inland Studies	Nil
		Abroad Studies	0.50%
f.	Education Loan (OGB Vidyarthi)	Both Inland & Abroad Studies	0.50%
g.	OGB Rent Plus	Irrespective of amount	1.25%
h.	OGB Loan Against LIC policy	Irrespective of amount	0.50% ( Min:-Rs.100/-,Max Rs.10,000/-)
i.	OGB Loan Against NIC/KVP	Irrespective of amount	0.50% ( Min:-Rs.100/-,Max Rs.10,000/-)
j.	OGB Loan Against Deposit (Including daily Deposit)	Irrespective of amount	Nil
k.	Loans to JLG/SHG	Loan amount up to Rs.2,50,000	Nil
		Loan amount above Rs.2,50,000 up to Rs.6,00,000	0.20%
		Loan amount above 6.00 Lakh up to 10.00 Lakh	0.30%
l.	OGB Jewel Loan(Crop)	Upto Rs.3,00,000/-	0.20%
m.	OGB Jewel Loan(Others)	Upto Rs.3,00,000/-	0.20%
		Above Rs.3,00,000/-	0.35%
n.	OGB Jewel Loan(MSME)	Upto Rs.3,00,000/-	0.20%
		Above Rs.3,00,000/-	0.35%
n.	Loan to Bank Staffs	Irrespective of amount	Nil
o.	Pensioners Loan(OGB Staff)	Irrespective of amount	Nil
p.	OGB Retail Gem	Up to Rs.10.00 Lakh	Nil
q.	OGB Traders	Up to Rs.100.00 Lakh	As applicable for WC/TL
r.	OGB SME Easy	Up to Rs.500.00 Lakh	As applicable for WC/TL
s.	OGB Smart Trade	Up to Rs.25.00 Lakh	As applicable for WC/TL
t.	OGB Mudra Loan	Up to Rs.10.00 Lakh	As applicable for WC/TL
u.	OGB Agri. Transport Vehicle	Irrespective of amount	1.00%
v.	OGB Commercial Vehicle Loan Scheme.	Irrespective of amount	1.00%



**B. Miscellaneous Service charges relating to Advances:**

1. Bank Guarantee (BG) Commission:-All types of guarantee (BG commission should be collected for minimum period of 3 months and thereafter in multiple of 1 month and maximum period of 120 months):

Financial BG/ Performance BG	
Amount of BG	BG Commission
Upto Rs.2.00 Crore	0.50% per quarter
Above Rs.2.00 Crore	0.60% per quarter

BG Limits with 100% cash/deposit of our bank as margin.

Financial BG/ Performance BG	
Amount of BG	BG Commission
Up to Rs.5.00 Lakh	100% of applicable charges
Above Rs.5.00 Lakh	50% of applicable charges.

- ⇒ BG commission will be recovered in multiple of months or part thereof, for the actual period of BG liability outstanding in Bank's books, with a minimum period of three months & maximum period of 120 months. For this purpose, broken days in a month will be treated as full month for recovery of commission.
- ⇒ The BG commission should be collected upfront for the full specified period of liability at the time of issuing the guarantee.
- ⇒ The specified period of liability shall mean actual period of the guarantee (i.e. expiry date plus claim period), during which claim can be made on the bank under the guarantee.
- ⇒ Refund of BG Commission:-
  - For BG returned before expiry of Guarantee Period- 50% of the original rate for the remaining period of the guarantee and full refund of commission for the unexpired claim period.
  - IF the original BG is returned after expiry of Guarantee Period but before expiry of the claim period-Full refund of commission for the unexpired claim period.

2. No Due Certificate for all segment of customers:

Amount of Loan/Limit	Service Charge
Individual/ Non-Individual	<b>Rs.600/-</b>

3. Charges for credit opinion/report to other banks and introduction:

Amount of Loan/Limit	Service Charge
Individual	Rs.1000/-
Non-Individual	Rs.1500/-

4. Mortgage Charges (for Equitable Mortgage and each subsequent supplementary narration):

Description	Service Charge
Housing Loans.	Rs.1000/-
Others TLs & CC/MCC up to Rs.10.00 Lakh	Rs.3000/-
Above Rs.10.00 Lakh	Rs.5000/-
Above Rs.1.00 Crore	Rs.10000/-



5. CERSAI Fee:

Description	Service Charge
For TL/CC Irrespective of Amount	Rs.100/- per plot.

6. Generation of CIR (CIBIL/CRIF HighMark):

Description	Service Charge
Commercial	Rs.1250/-
Individual	Rs.200/-
Agri. CIBIL	Rs.400/-
Applications sponsored under Balaram Scheme, Mo Ghara Scheme & Members of SHG	Nil

\* For other govt. sponsored schemes charges have to be collected for credit reports.

7. Inspection Charges:

Description	Service Charge
Jewel Loans, Loans against TDR/ NSC/ KVP/ LIC Policy, Government Sponsored Programmes ,SHGs, JLGs, KCC, Loans sanctioned under OGB Easy Money, OGB Home Loan, OGB Vehicle Loan, OGB Loan Against property, Commercial Vehicle Loan scheme, Education Loan, Rent plus, Staff Loans, all priority sector loans up to Rs.25,000/-	Nil
All other loans/CC up to Rs.25,000/-	Rs.150/- per quarter
Above Rs.25,000/- and up to Rs200000/-.	Rs.200/- per quarter
All other Loan/limits above Rs200000/-.	Rs.250/- per Lakh per quarter max Rs.5000/- p.a.

8. Pre-Payment/Pre-Closure Charges:

Description	Service Charge
Jewel Loans, Loans against TDR/ NSC/ KVP/ LIC Policy, Government Sponsored Programmes, SHGs, JLGs, KCC, Staff Loans, All Priority Sectors Loans Upto Rs. 25000/-	No charges
Loans granted with floating rate of Interest	No Charges
All other loans/limits including Retail credit loans with fixed rate of interest.	2% of the prepaid amount only in case of loans taken over by other Banks

9. Penal Charges:

1	2% penal charges on overdue amount will be collected for the no of days of delay (Day Count Basis = Actual no of days of delay/365)+ Applicable GST
2	2% penal charges to be collected on the limit sanctioned till the regular renewal.(Day count basis=Actual no. of days of delay/365 subject to recovery of SRPP charges for a maximum of 180 days)+ Applicable GST
3	2% penal charges to be collected on outstanding amount more than the DP/Limit (Day count basis=Actual no of days of delay/365) )+ Applicable GST



**9.1. For Non Compliance of material Terms & Conditions (Material terms & conditions are annexed is indicative in nature, the list may be modified for collecting penal charges):** Presently 2% penal interest being charged manually. Henceforth, as per RBI guidelines no penal interest to be charged where the effect of compounding is being loaded to the customer. Now Bank will be charging "Penal Charges" where no further interest computed on such charges is being done. The Penal charge+ Applicable GST to be collected every month till compliance.

Penal Charges for both Individual and Non-Individuals are as under:

Category	Quantum of Loan	Penal Charges to be recovered on Monthly basis
For All Borrowers: Amount equivalent to 0.10% of the Loan o/s.	Loan Amount up to Rs.1.00 Crore.	0.10% of outstanding amount subject to maximum of Rs.5000/- + Applicable GST
	Loan Amount above Rs.1.00 Crore and up to Rs.5.00 Crore.	(Rs.5000/- +0.10% of outstanding amount > Rs.1.00 Cr to Rs.5.00 Cr)- Maximum of Rs.10,000/-+ Applicable GST
	Loan Amount above Rs.5.00 Crore and up to Rs.10.00 Crore.	(Rs.10,000/- +0.10% of outstanding amount > Rs.5.00 Cr to Rs.10.00 Cr)- Maximum of Rs.20,000/-+ Applicable GST
	Loan Amount above Rs.10.00 Crore and up to Rs.25.00 Crore.	(Rs.20,000/- +0.10% of outstanding amount > Rs.10.00 Cr to Rs.25.00 Cr)- Maximum of Rs.50,000/-+ Applicable GST
	Loan Amount above Rs.25.00 Crore.	(Rs.50,000/- +0.10% of outstanding amount > Rs.25.00 Cr)-Maximum of Rs.1,00,000/-+ Applicable GST

**9.2. Example:** If a borrower Mr. A is having a limit of Rs.60.00 Lakhs and has not complied with one of the material terms and conditions, a Penal Charge of Rs.5000/-+Applicable GST (i.e. Maximum Penal Charges under this category) to be recovered. IF another borrower Mr. B is having a limit of Rs.60.00 Lakhs and has not complied with two of the material terms and conditions, a penal charge of Rs.5000\*2=10000/-+Applicable GST(i.e. Maximum Penal Charges under this category\*2). IF another Borrower Mr. C is having a limit of Rs.60.00 Lakh and has not complied with three or more of the material terms & conditions, a penal charge of Rs.5000\*3=15000/-+Applicable GST(i.e. Maximum Penal Charges under this category\*3) is to be recovered.

**9.3. List of Material Terms and conditions (Indicative), Non-compliance of these charges will attract penal charges:**

Sl. No	List of Material Terms & Conditions
1	Mortgage formalities not completed within permitted time limit.
2	ROC formalities not completed within permitted time limit.
3	Non submission for audited financials/tax audit reports within the permitted time limit.



4	Default reporting in Credit Information consumer/commercial reports and cited as disputed default wherein the subject advised to ensure ratification within the permitted time.
5	Non-compliance of any of the inspection/audit observations example Statutory Audit/Stock Audit/Current Audit/CO Inspection Audit/LFAR/income leakage recovery(if related to party)
6	Non-compliance of any of the sanction terms including sanctioning authority observation(if related to party)
7	Non certification by Statutory Auditors of various certification requirements stipulated as terms & conditions.

**10. Loan Documentation Charges:**

Description	Service charge
Loans/CC against own deposits/NSC/KVP/LIC Policy, Jewel Loans, Govt. Sponsored Programmes, KCC, staff related Loan & SHG per member exposure upto Rs.25,000/-	Nil
SHG Per member exposure above Rs.25,000/-.	Rs.500/-
Housing Loan (Irrespective of Amount)	Rs.2000/-
Other Loan Amount up to Rs.10.00Lakh	Rs.1000/-
Above Rs.10.00 Lakhs to Rs.1.00 Crores	Rs.2500/-
Above Rs.1.00 crore to Rs.5.00 Crore	Rs.10000/-
Above Rs.5.00 crore to Rs.10.00 Crore	Rs.15000/-
Above Rs.10.00 Crore	Rs.25000/-

**11. Charges for cancellation of Bank's lien on NSC/KVIC/ LIC Policy etc.:**

Description	Service Charge
Govt. Securities/NSC/KVP/LIC policy etc.	Within 3 months from the date of closure of loan at the rate of Rs.100/- per instrument out of pocket expenses. If lien cancellation is sought after 3 months from the date of closure of loan charges will be Rs.200/- per instrument + out of pocket expenses
Issue of Demand Notice to Borrowers	Rs.50/- per instance + Actual postage
Expenditure incurred for Recovery	Actual expenditure Incurred

**12. Recovery of service charges for services other than sanction of credit facilities:**

Amount of Loan/Limit	Service Charge
Re-phasing of loan /Deferment of Loan installment	0.05% of Loan amount Minimum.:Rs.5000/- Maximum:-Rs.20,000/-
Substitution/Release of collateral security /personal guarantee	0.05% of Loan amount Minimum:Rs.5000/-, Maximum:Rs.20,000/-
Change in terms & conditions of sanction.	0.05% of Loan amount Minimum.:Rs.5000/- Maximum:Rs.20,000/-



**13. Solvency Certificate**

Issuance of Solvency Certificate	0.25% of amount involved –Min Rs.1000/- Max-Rs.25000/-.
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\* Solvency certificate can only be issued by HLCC.

**14. Revalidation of Sanction:**

Amount of Loan/Limit	Service Charge
Working Capital & Term Loan	In addition to existing processing charges, 25% of the applicable processing charges

**15. Jewel Insurance:**

Insurance premium @ Rs.3.25/- per each Rs 1000/- of loan outstanding or part thereof in individual jewel loan accounts is to be collected in a whole only during the account closure process and credited to GL code **** 73003000005.
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**Note:-**

- ⇒ When accounts could not be renewed in time due to delayed submission of required financial papers by the borrowers, the processing charges are to be recovered for continuing the working capital advance after expiry date.
- ⇒ Any concession to be granted on processing charges should be based on the applicable charges and not on the maximum charges.
- ⇒ Charges as prescribed should be levied on the sanctioned amount even if the sanctioned limit is not availed or partly availed.
- ⇒ Branches should confirm in all their proposals that the applicable processing charges /upfront fees have been recovered from the borrower for their earlier sanction.
- ⇒ Branches should collect 50% of processing charges up front at the time of advice of sanction and balance 50% must be collected at the time of disbursement. IF sanctioned and not availed the recovered charges are not refundable.
- ⇒ Charges as prescribed should be levied on the sanctioned amount even if the sanctioned limit is not availed or partly availed.
- ⇒ No Service charges shall be levied to staff members and retired staff members.
- ⇒ Any concession/ festival offers in the processing charges as advised by HO will also be applicable for the stipulated period only.
- ⇒ Service charges are excluding the applicable Goods & Services Tax (GST). Presently GST rate is 18%.

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