



भारतीय रिजर्व बैंक

RESERVE BANK OF INDIA

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UBD.CO.BPD. (PCB). Cir. No. 22/12.05.001/2009-10

November 16, 2009

Chief Executive Officer
All Primary (Urban) Co-operative Banks

Madam/Dear Sir

Extension of Safe Deposit Locker/Safe Custody Article Facility and Access to Safe Deposit Lockers/Return of Safe Custody Articles by banks – Urban Co-operative Banks

Please refer to [paragraph No. 5 of our circular UBD.CO. BPD. No. 47/12.05.001/2006-07](#) dated June 21, 2007 on the captioned subject wherein banks were advised to ensure that Identification Code of the bank/branch is embossed on all the locker keys with a view to facilitate Authorities in identifying the ownership of the locker keys. Considering the practical difficulties in complying with the instruction in respect of the keys of already hired out lockers, it is suggested that locker keys could be embossed with Identification Code whenever a party comes to the bank to operate the locker. The parties could also be contacted telephonically or through post for this purpose. However, Identification Code should be embossed on keys of new lockers to be installed in future.

2. Banks are, therefore, advised to issue necessary instructions to branches to introduce a system whereby the locker keys could be embossed with the Identification Code of the bank/branch as and when the customer visits the branch for operating the locker. An arrangement for installation of necessary machinery at the branches with the help of the vendor company of the locker cabinet may be made for this purpose. The branches concerned may advise all the locker hirers about the embossing of the locker keys. It may also be ensured

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that the Identification Code is embossed on the locker keys in the presence of the locker hirer only.

3. Please acknowledge receipt to the Regional Office concerned.

Yours faithfully,

(A. K. Khound)
Chief General Manager-in-Charge