



Dear All,

In recent times, we have had an upsurge in the cases of flash fire incidences plus a rise in blown gadgets owing to power surges. **This has led to an astronomical increase in the overall cost of repairs & maintenance, replacement of machines and equipment bank-wide.**

A detailed investigation into the cause of these has been traced to the ugly/careless habit of staff not turning off electrical equipment and machinery at the close of daily business i.e. Air Conditioners, lights, sockets and switches, personal computers/laptops, time stamping machines etc.

To stem this tide, we appeal to all, to kindly assist in the protection/elongation of the life span of these useful assets and in turn help in managing and reducing the enormous resources being expended on repairs/replacement.

Going forward, we implore All Staff, Branches, RCOS, Heads of Units, Departments and Divisions to ensure that all lights, gadgets and equipment both in the open and enclosed offices are turned off at the close of daily business.

Security guards have been instructed to move around all floors at the close of business to ensure compliance and document/report any case of non-compliance for necessary disciplinary action.

The safety of the Bank's assets is the responsibility of us all. Let us protect them.

Thank you