

Office Main Activities:

Sr. No.	Name of Division	Functions	Headed By
a.	Issue & Treasury (Cash) Division	<ul style="list-style-type: none"> • Payments and Receipts on behalf of Government • Issuance and exchange of Currency Notes • Issuance of Commemorative Coins and other coins of Re. 1, Rs. 2 and 5 • Sale and Encashment of Prize Bonds 	DCM (Cash)
b.	Banking Division	<ul style="list-style-type: none"> • Receipts and Payments on behalf of Government • Maintaining Current Accounts of Banks • Management of Income & Expenditure Accounts • Preparation of Trial Balance, Profit & Loss Account, Balance Sheet • Reconciliation of Accounts • Opening of L/Cs on behalf of Govt. Departments 	DCM
c.	Prize Bonds/ Securities Division	<ul style="list-style-type: none"> • Payment of Prize Money • Maintenance of record of Prize Bonds in circulation • Conducting Draws of Prize Bonds 	ACM
d.	Development Finance Division	<ul style="list-style-type: none"> • Monitoring and implementation of SBP financing schemes • Target monitoring of agricultural financing • Operations of conventional EFS and IERS (Part-I & II), LTF-EOP and LTFF, refinance scheme for modernization of SMEs • On-site verification of Export Finance Schemes (EFS) and Credit Guarantee Scheme (CGS) cases. 	DCMs
e.	Foreign Exchange Operations Division	<ul style="list-style-type: none"> • Monitoring Exports, Imports, Foreign Exchange Transactions and payment of subsidies against exports • Checking of various forms received for Authorized Dealers to monitor the flow of Foreign Exchange 	ACM
f.	Foreign Exchange Adjudication Division	<ul style="list-style-type: none"> • To ensure repatriation of export proceeds • Adjudicating of disputed cases • Imposing of Penalties 	Joint Director
g.	Administration/Engineering Division	<ul style="list-style-type: none"> • Management of HR Resources • Digital maintenance of employees data in HRMS EIM and Leave Modules • Discipline • Trainings • Promotions • Internal Bank Security 	ACM
		<ul style="list-style-type: none"> • Procurement of new equipments • Floating tenders for new projects • Repair and Maintenance of office buildings and equipments 	DCM