

#	Name of Division	Functions	Headed By
1.	Issue & Treasury Division	<ul style="list-style-type: none"> • Issuance and exchange of Currency Notes • Issuance of Commemorative Coins and other coins • Sale and Encashment of Prize Bonds • Remittance Management • Government Challans 	DCM
2.	Banking Division	<ul style="list-style-type: none"> • Management of Income & Expenditure Accounts • Review and Monitoring of Trial Balance, Profit & Loss Account, Balance Sheet • Reconciliation of Accounts • SL/GL Recon • Deposit Account • Outward Clearing 	Sr. DCM
3.	Prize Bonds & Securities Division	<ul style="list-style-type: none"> • Payment of Prize Money • Sale & Encashment of SSC and DSC • Payment of Profit • Sale and Encashment of Premium Prize Bonds. • Government credit of prize money against listed (PB-35) Prize Bonds. 	Sr. DCM
4.	Financial Inclusion Division	<ul style="list-style-type: none"> • Monitoring and implementation of SBP financing schemes • Target monitoring of SME and agricultural financing. • Conducting awareness programs for farmers, Trade bodies and market associations with regard to agriculture, SME, Microfinance and Islamic financing schemes. • Capacity building sessions Banking on Equality • Digital Initiative 	Sr. DCM
5.	Administration Division	<ul style="list-style-type: none"> • Management of HR Resources • Digital maintenance of employees data in HRMS and Leave Management • Disciplinary Cases • Trainings • Promotions • Procurement and General Services • Hostel and Pavilion Management • Repair and Maintenance of office buildings and equipment • Management of Medical services 	DCM
6.	IBSU	<ul style="list-style-type: none"> • Overall security of Bank building and its assets. • Movement of Bank vehicles. 	Security Officer