

Sr. No	Name of Division	Functions	Responsibility
1	Treasury Cash Unit	<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 Rs. 1, Rs. 2 and Rs.5 • Prize Bonds Business(Sale / Encashment & Payment of Prize Money) 	ACM (Cash)
2	Banking (DAU/PAU)	<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 	ACM
3	Prize Bonds Unit	<ul style="list-style-type: none"> • Payment of Prize Money • Maintenance of record of Prize Bonds in circulation 	ACM
4.	SSC/DSC Unit	<ul style="list-style-type: none"> • Sale & Encashment of SSC and DSC • Payment of Profit 	ACM
5.	Financial Inclusion Division	<ul style="list-style-type: none"> • Monitoring and implementation of SBP financing schemes • Target monitoring of agricultural financing • Operations of conventional EFS, Refinance Scheme for • modernization of SMEs • Provide Refinance Facility to the Banks against Exports of Dates & • Rice Commodities. • On-site verification of Export Finance Schemes (EFS) and Credit • Guarantee Scheme (CGS) cases. • NFLP and SAP 	DCM
6	Foreign Exchange Operations Unit	<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
7.	Staff Matters Unit	<ul style="list-style-type: none"> • Management of HR Resources • Digital maintenance of employees' data in HRMS EIM and Leave Modules • Discipline 	ACM

		<ul style="list-style-type: none"> • Trainings • Promotions 	
8.	Currency Management	<ul style="list-style-type: none"> • Monitoring of Cash Stocks maintained by 28 Chests/Sub Chests linked with the office • Diversion of cash from Chests having surplus stocks to the needy chests) • Issuance of Fresh Notes Quota to the Public & Commercial • Bank's branches prescribed by CMD from time to time. • Lifting Soiled Notes from Chests / Sub-Chests & branches of • Commercial Banks • Implementation of CNP 	Currency Officer
9	Internal Monitoring Unit	<ul style="list-style-type: none"> • Performs pre- audit of all payments effecting Expenditures like Salary, Medical, Procurement, TA/DA, R&R, Utility expenses and Staff loans. • Performs preventive control functions and conducts surprise checks on behalf of CM. • Liaison with external auditors and inspection teams of IAD HOK. 	Unit Incharge
10.	Internal Bank Security Unit	<ul style="list-style-type: none"> • Overall security of bank building and its assets. • Movement of bank vehicles. 	Security Officer