

To

All Branch Managers and Officers Incharge

Re: “EDP” renamed as Information Technology & Communication Services (IT&CS)

The process automation through computerization was initiated in The Company many decades back, which was focused primarily on printing of receipts, commission processing and other kinds of data processing activities.

You all will certainly agree that the present day applications of broad spectrum of IT and It enabled services is no more restricted to data processing activities only. Diverse applications and variations of information process also demands enhanced IT Information services management, infrastructure management, improved IT facility management and Database management.

Further, the advent of the power and potential of the Communication Technology has created a tremendous service expectation and its integration with IT is widely being applied in various forms of process automation and information system delivery.

To empower and extend the service horizon and also to bring appropriateness in identity-responsibility relation, our valued computer services department, which was so long titled “EDP”, is all set in a new glare and with a fitting name!

The department will henceforth be addressed as:

Information Technology & Communication Services, in short, **“IT&CS”**.

All are requested to use the new department name in all their official communications and records. Earlier used names like EDP or PCC should no more be referred.

I am confident that **“IT&CS”** will continue to meet challenges and practice the key MANTRA, “Excellence in Delivery”.

B. Lahiri
Director (Ops)

Copy to: M.D., Dir(CP&S), P(F), P(S), Exe.V.P.(P&AB), All GM, All DGMs, All CMs.
All RMs/ARM (WR-II)/AM-CD, Blr.

