



भारतीय रिज़र्व बैंक
RESERVE BANK OF INDIA
www.rbi.org.in

RBI/2013-14/183

DCM (NPD) No. G-11 /09.39.000 /2013-14

August 14, 2013

**The Chairman and Managing Director / The Chief Executive Officer
All Banks (including Co-operative banks and RRBs)**

Madam / Dear Sir,

Clean Note Policy

Please refer Bank's directive vide [DBOD No. Dir. BC. 43/13.03.00/2001-02 dated November 07, 2001](#) and [circular DCM \(NPD\) No. 5133/09.39.000/2012-13 dated May 10, 2013](#) on the captioned subject.

2. It has been noticed that at certain branches of banks, the practice of writing/scribbling on the body of the banknotes continues to remain in vogue. Under the present system of mechanized processing of banknotes, inscription or scribbling on any part of the banknote would render it to be classified as unfit for reissue. Accordingly, such banknotes get treated as soiled banknotes and cannot be recirculated.

3. You are advised to issue suitable instructions to all dealing officers and staff to forthwith stop writing / scribbling of any kind on any part of the banknote to ensure achievement of the objectives of clean note policy.

4. Please acknowledge receipt.

Yours faithfully,

(B. P. Vijayendra)
Principal Chief General Manager

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(हिंदी आसान है, इसका प्रयोग बढ़ाएँ)