



All Branches / Offices of
State Bank of India

WORKMEN STAFF – SALARY REVISION & OTHER SERVICE CONDITIONS
11TH BIPARTITE SETTLEMENT DATED 11.11.2020

Indian Banks' Association have signed a Memorandum of Settlement on the 11th November 2020 with the representative Unions of workmen on service conditions (including revision of Salary & Allowances).

2. As regard revision of Special Pay, FPP, PQP and Other Allowances in respect of workmen in our Bank, we have on 26th November 2020 signed a Memorandum of Settlement with All India State Bank of India Staff Federation.

3. The Executive Committee of the Central Board in its meeting held on 8th December 2020, accorded approval for implementation of the provisions of the above Settlements, as applicable, to our Bank.

4. The provisions of the above Settlements are contained in Annexure for immediate implementation and shall amend, modify and supersede the relevant provisions of the Awards and Settlements wherever referred to therein.

5. Employees who have retired from the service of the Bank on or after the 1st November 2017 and paid Gratuity in terms of the Payment of Gratuity Act, 1972, will be eligible for arrears of gratuity, if any, on the revised salary and allowances payable to them in terms of 11th Bipartite settlement.

6. As regards recovery in case of housing accommodation provided by the Bank, the extant instructions contained in our circular letter No. PER/IR/CIR/118 dated 12th November 1990 (copy enclosed) will be followed.

7. Difference in cash equivalent to leave encashment availed by the employees after 1st November 2017 should be paid keeping in view the effective dates of implementation of the various components of the salary revision.

8. Members of SBI Employees' Provident Fund who are making additional contribution to Provident Fund in terms of Rule 12 (c) of the Fund Rules may be permitted to opt if they so desire, not to make additional contribution on arrears of salary for the period from 01.11.2017 upto the month of payment of arrears on account of salary revision. Further, the members may be permitted to opt for

appropriation of the additional contribution already made by them in terms of Rule 12 (c) of the Provident Fund Rules for the period as stated earlier towards the arrears of compulsory contribution required to be made by them in terms of Rule 12 (i) of SBI Employees' Provident Fund Rules.

9. Income tax payable on the amount of arrears should be recovered and in case an employee requests that the relief available under Section 89(1) of the Income Tax Act should be made available and submits Form 10E, the relevant provisions of extant Income Tax Rules should be followed.

10. The HRMS will make payment of arrears for the period 01.11.2017 to 31.12.2020 by debit to the **Central Office Accounts Deptt. Unit 2 (03999)** and pay the revised salary and allowances from 01.01.2021 onwards by debit to Charges Account of the respective Branch / Office. The required year-wise statement of payment of arrears would also be generated by HRMS.

11. In respect of employees whose pay-fixation on promotion from Subordinate Cadre to Clerical Cadre etc., is yet to be completed or pay-fixation on appointment in the Bank need to be reviewed for any reason, the payment of revised salary and arrears, if any, will be made provisionally and subject to final adjustments.

12. Please bring the content of this circular to the notice of all concerned and arrange accordingly.

(Rana Ashutosh Kumar Singh)
Deputy Managing Director (HR) &
Corporate Development Officer

**PROVISIONS OF 11TH BIPARTITE SETTLEMENT DATED 11.11.2020 ON SERVICE
CONDITIONS (INCLUDING REVISION OF SALARY & ALLOWANCES) AS APPLICABLE
TO STATE BANK OF INDIA**

1. In respect of 29 Banks listed in Schedule 1 to this Memorandum of Settlement, except the State Bank of India, Indian Overseas Bank and Bank of Baroda, the provisions of the Sastry Award in Reference No. S.R.O. 35 dated 5th January 1952, notified on 26th March 1953 as finally modified and enacted by the Industrial Disputes (Banking Companies) Decision Act, 1955, the Industrial Disputes (Banking Companies) Decision Amendment Act, 1957 and the provisions of the Award of the National Industrial Tribunal presided over by Mr. Justice K T Desai in Reference No.1 of 1960 which Award inter alia modified certain provisions of the Sastry Award (hereinafter referred to as the Awards) as modified by the settlements dated 19th October, 1966, 12th October, 1970, 23rd July, 1971, 8th November, 1973, 1st August, 1979, 31st October, 1979, 21st April, 1980, 8th September, 1983, 17th September, 1984, 5th January, 1987, 10th April, 1989, 29th June, 1990, 16th July, 1991, 29th October, 1993, 14th February, 1995, 14th December, 1996, 28th November, 1997, 27th March 2000, 10th April 2002, 2nd June 2005, 27th April 2010 and 25th May, 2015 shall continue to govern the service conditions except to the extent the same are modified by this settlement.
2. In respect of State Bank of India, the provisions of the Awards as modified by the Settlements dated 31st March, 1967, 24th February, 1970, 15th September, 1970, 1st August, 1979, 31st October, 1979, 21st April, 1980, 8th September, 1983, 17th September, 1984, 5th January, 1987, 10th April, 1989, 29th June, 1990, 16th July, 1991, 29th October, 1993, 14th February, 1995, 14th December, 1996, 28th November, 1997, 15th September, 1998, 27th March 2000, 10th April 2002, 22nd July 2003, 2nd June 2005, 27th April 2010 and 25th May, 2015 shall continue to govern the service conditions of the workmen except to the extent the same are modified by this settlement.
3. In respect of State Bank of India, Settlements referred to in Clauses 2(i), (ii) and (iii) above refer to settlements entered into between State Bank of India, with the All India State Bank of India Staff Federation, representing the workmen of the Banks (hereinafter referred to as the said separate settlements).
4. The provisions of the said Awards, the First Bipartite Settlement dated 19th October 1966 and/or other subsequent settlement(s) including the above-mentioned separate settlements hereinafter collectively referred to as said settlements shall stand modified or superseded to the extent and in the manner detailed hereunder.

5. Provisions in the aforesaid Awards/Settlements which have not been amended/ modified or superseded by this Settlement shall continue to remain in force.

6. Scales of Pay

In modification of Clause 4 of Bipartite Settlement dated 25th May 2015, with effect from 1st November 2017 the scales of pay shall be as under: -

Clerical Staff							
17900	1000	20900	1230	24590	1490	30550	1730
	3		3		4		7
42660	3270	45930	1990	47920	(20 years)		
	1		1				
Subordinate Staff							
14500	500	16500	615	19575	740	22535	870
	4		5		4		3
25145	1000	28145	(20 years)				
	3						

Note:

- a) Fitment in the new scales of pay shall be on a stage-to-stage basis. The existing & revised scales of pay are illustrated in **Annexure – II**.
- b) There shall be no change in the dates of annual increments because of the fitment.
- c) In the case of Ex-servicemen category employees who have joined the Banks on and after **1st November, 2017** up to the date of this Settlement, the fixation/fitment in the pay scales already given/eligible to be given under the Settlement dated 25th May, 2015 shall be refixed as per the provisions of this settlement.
- d) All employees belonging to sub-ordinate cadre shall be eligible for one extra increment for passing JAIB and two increments for passing CAIB examination **w.e.f., 01.11.2017**

(i) Stagnation Increments

In partial modification of Clause 5 of Bipartite Settlement dated 25th May 2015, both clerical and subordinate staff (including permanent part-time employees on scale wages) shall be eligible for nine stagnation increments **w.e.f. 1st November 2017** at the rate and frequency as stated herein under:

The clerical and subordinate staff including permanent part-time employees on scale wages on reaching the maximum in their respective scales of pay, shall draw nine stagnation increments at the rate of Rs. 1990/- and Rs.1000/- respectively (pro rata in respect of permanent part-time employees) each due under this settlement, and at frequencies of 2 years, from the dates of reaching the maximum of their scales as aforesaid.

Provided further that a clerical / subordinate staff (including permanent part-time employees on scale wages) already in receipt of eight stagnation increments shall be eligible for the ninth stagnation increment from **1st November 2017** or two years after receiving the eighth stagnation increment, whichever is later.

Provided further that the Stagnation increment/s received by the employees who are/were in service of the banks as on 1st November, 2017 as per periodicity hereinbefore would be readjusted from the date of reaching their maximum by also considering the Graduation/JAIB/CAIB Qualifications acquired thereafter, if any, and employee shall be notionally eligible for stagnation increments w.e.f. 1.11.2017 in terms of this settlement as per the revised periodicity which will qualify for superannuation benefits. However, monetary benefit on account of such revised and **readjusted stagnation increment/s shall be payable from 1st November 2020** or the actual date of entitlement whichever is later.

(ii) Definition of 'Pay'

In reiteration of Clause 6 of the Bipartite Settlement dated 25th May 2015, 'Pay' shall be defined as under:

'Pay' components	Eligible for
Basic Pay	Dearness Allowance
Stagnation increments	HRA
Special Pay	Provident Fund
Graduation Pay / Professional	Gratuity
Qualification Pay	Pension
Officiating Pay	New Pension Scheme

Note:

The increment component of Fixed Personal Pay as given in column 2 of Schedule III shall rank for superannuation benefits.

'Pay' components	Eligible for
Basic Pay Stagnation increments Special Pay Graduation Pay/PQP Officiating Pay Special Allowance Transport Allowance	Dearness Allowance

(iii) Dearness Allowance

In substitution of Clause 7 of Bipartite Settlement dated 25th May 2015 **with effect from 1st November 2017**, the Dearness Allowance shall be payable as per the following rates: -

Clerical and Subordinate Staff

0.07 % of 'pay' per slab of four points.

Note: Dearness Allowance in the above manner shall be paid for every rise or fall of 4 points over 6352 points in the quarterly average of the All India Average Working-Class Consumer Price Index (General) Base 1960=100.

(a) It is clarified that there shall be no ceiling on Dearness Allowance.

(b) Dearness Allowance shall be calculated and paid on the following components:

- Basic Pay including Stagnation increments,
- Special Pay,
- Graduation Pay/ Professional Qualification Pay,
- Special Allowance,
- Transport Allowance and
- Officiating Pay,

if any, payable under this settlement in respect of both clerical and subordinate staff.

(c) All other existing provisions relating to Dearness Allowance Scheme shall remain unchanged.

7. House Rent Allowance

In substitution of Clause 9 of the Bipartite Settlement dated 25th May 2015 **with effect from 1st November 2017**, the House Rent Allowance payable to subordinate and clerical staff shall be as under:-

Area	Rate as percentage of 'Pay' [No Minimum/No Maximum]
At all centres	10.25 %

Note:

- (1) 'Pay' means as defined in Clause 6 of the Settlement hereinabove
- (2) Where quarters are provided, HRA shall not be payable and the rent to **be recovered shall be 0.2 %** of the first stage of the Scales of Pay.
- (3) All other existing provisions relating to House Rent Allowance shall remain unchanged.

8. Special Allowance

In modification of Clause 9 of the Bi-partite Settlement dated 25.05.2015, **with effect from 1.11.2017**, workmen employees shall be paid Special Allowance as under:

16.40 % of the Basic pay with applicable DA thereon.

Note: The Special Allowance with applicable DA thereon shall not be reckoned for superannuation benefits viz., pension including contribution to NPS, PF & Gratuity.

9. Transport Allowance

In partial modification of Clause 10 of the Bipartite Settlement dated 25th May 2015, **with effect from 1st November 2017**, Transport Allowance shall be paid as under;

All Clerical and Subordinate Staff	Rs. 600 per month with applicable DA thereon
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Note:

- (i) The Transport Allowance with applicable DA thereon shall not be reckoned for superannuation benefits viz., pension including contribution to NPS, PF & Gratuity.

- (ii) This provision by itself will not preclude the payment of any existing allowance of this nature paid as a result of Government guidelines/bank level settlements.

10. Special Pay

In modification of Clause 11 of the Bipartite Settlement dated 25th May 2015, **with effect from 1st November 2017 / 1st December 2020 (Wherever mentioned)**

- (a) The Special Pay payable to the clerical staff and subordinate staff in banks other than State Bank of India, shall be as mentioned under Part-A in Schedule II to the industry level Settlement. In case of State Bank of India, Special Pay, FPP, PQP and Other Allowances shall be as per the Memorandum of Settlement dated 26th November 2020 signed with AISBISF as contained in **Annexure-III**.
- (b) In all other aspects, the general rules and provisions contained in Chapter V of the Bipartite Settlement dated 19th October 1966 relating to special pay carrying posts, as modified from time-to-time, shall continue to apply.
- (c) **With effect from 1st November 2017**, Graduation Pay and Professional Qualification Pay payable to the clerical staff in our Bank shall be as contained in the **Annexure-III**.
- (d) The Special Pay, Graduation Pay and Professional Qualification Pay shall rank for superannuation benefits.
- (e) The rates of special pay and the duties of special pay carrying posts for workmen staff in SBI may be reviewed and settled at the bank level.
- (f) In reiteration of sub-clause (xv) of Clause 11 of the Bipartite Settlement dated 25th May 2015, a member of the non-subordinate cadre acquiring a Graduate/National Diploma in Commerce or JAIB/CAIB (either or both parts) qualification/s at a time when he/she does not have the requisite number of increments in the scale to be earned as advance increments shall in the first instance be released increments for such qualification(s) acquired to the extent available in the scale and in lieu of the remaining increments(s) not available for being so released as advance increments be granted / released the first installment of Graduation Pay or PQP, as the case may be. Release of subsequent installments of Graduation Pay or PQP shall be with reference to the date of release of Graduation Pay or PQP under this clause.
- (g) Provided that in the case of an employee acquiring such qualifications after reaching the maximum of the scale of pay, he shall be granted from the date of acquiring such qualification the first installment of Graduation Pay or PQP, as the case may be and the

release of subsequent installments of Graduation Pay or PQP shall be with reference to the date of release of Graduation Pay or PQP under this clause.

- (h) Provided further that in case where the non-subordinate employee as on the date of this Settlement, has already acquired JAIIB (Part-I) or CAIIB (Part-II)/ Graduation after reaching maximum of the scale of Pay (in case of JAIIB/ CAIIB/ Graduation) or after reaching 19th stage of scale of Pay (in case of CAIIB/Graduation), and has not earned increment(s), otherwise entitled on account of acquiring such qualification, when there were no increments to provide in the scale of pay of those employees, the stagnation increment in such cases may be advanced by one year or two years as the case may be.

11. Hill and Fuel Allowance

In partial modification of Clause 12 of the Bipartite Settlement dated 25th May 2015, the Hill and Fuel Allowance shall be payable at the following rates **with effect from 1st November 2017:**

a. At places situated at a height of 3000 meters and above	8% of pay (No upper ceiling)
b. At places situated at a height of and over 1500 meters but below 3000 meters	4% of pay (No upper ceiling)
c. At places situated at a height of over 1000 meters but less than 1500 meters and Mercara Town	3 % of pay (No upper ceiling)

(Note: The upper limit has been removed in SBI vide e-Circular No. CDO/P&HRD-IR/50/2019-20 dated 25.10.2019 with the approval of ECCB on 25.10.2019)

12. Fixed Personal Pay

In partial modification of Clause XIV of Bipartite Settlement dated 29th October 1993, Clause 13 of Bipartite Settlement dated 27th March 2000, Clause 13 of the Bipartite Settlement dated 2nd June 2005, Clause 13 of Bipartite Settlement dated 27th April 2010, and Clause 13 of Bipartite Settlement dated 25^h May, 2015, the Fixed Personal Pay shall be revised **with effect from 1st November 2017.**

The revised amount of FPP payable to workmen of State Bank of India who joined the service of the Bank before 01.10.1980 and have drawn additional increment(s) in terms of Bipartite Settlement dated 17.09.1984 is as contained in the **Annexure.**

Note: Only employees who were in the service of the bank on or before 1st November 1993 will be eligible for FPP, one year after reaching the maximum

scale of pay, they are placed in. Those who joined the Banks on or after 2nd November 1993 are not eligible for FPP.

13. Payment of Overtime Allowance

The overtime allowance paid to the employees for the overtime work performed before the date of this settlement **shall not be** recalculated on account of this Settlement.

14. Pension (applicable to e-ABs)

With effect from 1st November 2017, the Pay as defined under Clause 6 of this Settlement and drawn by the employees who are members of the Pension Fund shall be taken into consideration for the purpose of calculation of pension as per the Pension Fund Rules/ Regulations in force (Applicable only to **pre-merger pension optees** of erstwhile Associate Banks merged with State Bank of India w.e.f. 01.04.2017).

Note:

(1) Calculation of Pension for employees retired between 1-11-2017 and 31-8-2018 (Applicable only to **pre-merger pension optees** of erstwhile Associate Banks merged with State Bank of India w.e.f. 01.04.2017).

The pension payable to employees is based on the average of the emoluments drawn in the last ten months preceding the retirement of the employee in terms of Regulations 2 and 38 of the Pension Regulations 1995. For the purpose of payment of pension, the Pay of the employees retiring on or after 1st November 2017 will be taken on the basis of the Pay as is provided under this Settlement. However, in the case of employees who have retired from the services of the Banks, on or after 1st November, 2017 but before 31st August, 2018, since the period of preceding ten months will constitute Pay both under this Settlement as well as pertaining to Settlement dated 25th May, 2015, in such cases, the following procedure will be adopted for determining Pension payable to them.

- (a) For the period of ten months falling on and from 1st November 2017, the actual Pay drawn by the employee under this Settlement; and
- (b) For the period falling prior to 1st November 2017, the actual Pay drawn by the employee plus Dearness Allowance at the rate of 47.8 % thereon will be notionally reckoned as Pay for the purpose.

(2) Option not to claim incremental commutation on revised basic pension

Employees in service of the Banks as on 1st November 2017 and who have retired thereafter but before the date of this Settlement and who had opted for commutation of pension will have an option **not to claim** incremental commutation on revised basic pension

15. Dearness Relief on Pension

With effect from 1st November 2017, in respect of employees who retired or died while in service on or after 1st November 2017, Dearness Relief shall be payable at 0.07 % per slab on the Basic Pension or Family Pension or Invalid Pension or compassionate allowance as the case may be. Dearness Relief in the above manner shall be paid half yearly for every rise or fall of 4 points over 6352 points in the quarterly average of the All India Consumer Price Index for industrial workers in the series 1960=100.

16. Provident Fund

It is reiterated that - Employees of State Bank of India will continue to be covered by Contributory Provident Fund Scheme as hitherto.

17. New Pension Scheme:

- (a) In partial modification of Clause 15 (d) of Bipartite Settlement dated 27th April, 2010, in the case of all employees who have joined the Bank on and from 1st April, 2010 and who are governed and covered by the New pension Scheme/ Defined Contributory Pension Scheme, while the employee will continue to contribute 10% of Pay plus Dearness Allowance, the bank **(including SBI)** will make a contribution of 14% of Pay and Dearness Allowance from the date of settlement subject to approval of Government.
- (b) The service charges by the Service Provider/Fund Manager of NPS will be borne by the bank **(including SBI)** from **the FY 2021**.

18. Family Pension

Subject to approval by the Government, It is agreed that family pension shall be payable at the uniform rate of 30 percent of the Pay of the deceased employee and that there shall be no ceiling on family pension. It is agreed that these provisions, when approved by the Government shall apply to SBI also.

19. Medical Aid

In partial modification of Clause 17 of the Bipartite Settlement dated 25th May 2015, **with effect from 1st November 2017**, the reimbursement of medical expenses under medical aid scheme shall be restricted to an amount of Rs.2355 /- per annum.

For the calendar year 2017, the reimbursement of medical expenses under the medical aid scheme shall be enhanced **proportionately for two months** i.e. November and December 2017.

20. Definition of 'Family':

In partial modification of Clause 18 of the Bipartite Settlement dated 25th May 2015, for the purpose of medical facilities and for the purpose of leave fare concession, the expression 'family' of an employee shall mean –

- (a) The employee's spouse, wholly dependent unmarried children (including step children and legally adopted children) wholly dependent physically and mentally challenged brothers/ sisters with 40% or more disability, widowed daughters and dependent divorced/ separated daughters, sisters including unmarried/ divorced/ abandoned or separated from husband/ widowed sisters, as also parents wholly dependent on the employee.

Provided that in the case of physically and mentally challenged children, they shall be construed as dependents even after their marriage including spouse and children subject to fulfilling the income criteria.

- (b) The term wholly dependent family member shall mean such member of the family having a monthly income not exceeding Rs.12,000/- p.m. If the income of one of the parents exceeds Rs.12,000/- p.m. or the aggregate income of both the parents exceeds Rs.12,000/- p.m., both the parents shall not be considered as wholly dependent on the employee.
- (c) A married female employee may include her natural / legal parents or parents-in-law under the definition of family, but not both, provided that the parents/parents-in-law are wholly dependent on her.

Note: For the purpose of medical expenses reimbursement scheme, for all employees, Leave Fare Concession etc. any two of either of the dependent parents/ parents-in-law shall be covered.

21. Leave Fare Concession

- a. In partial modification of Paragraph 19 of Bipartite Settlement dated 25th May 2015, with effect from the date of this Settlement, leave fare concession payable will be the actual return railway fare or steamer fare incurred by the workman and members of his family subject to the following:
 - i. For avilment of leave fare concession under a 2-year block for visit to any place within India, the maximum permissible distance shall be 2600 kms. (one way) for the subordinate staff and 2200 kms. (one way) for non-subordinate staff.
 - (ii) For avilment of leave fare concession under a 4-year block for visit to any place in India, the maximum permissible distance shall be 5200 kms. (one way) for subordinate staff and 4400 kms. (one way) for non-subordinate staff.
- b. In partial modification of clause 19 of the Bipartite settlement dated 25th May 2015, the class of fare to which the workman and the members of his family would be entitled, shall be as follows:

Subordinate Staff:

AC III Tier for the journey by mail/express train.
By Steamer – II Class Cabin

Non-subordinate Staff:

AC II Tier for the journey by mail/express train.
By Steamer – I Class Cabin

Note: The above entitlement shall also be applicable for travel on duty.

Provided however, in the case of non-subordinate staff, they will be reimbursed the fare for travel by Rajdhani/Shatabdi trains if the travel has been actually undertaken by such trains.

Provided further that where the non-subordinate employee and / or dependent members of his family undertake travel by air either to his place of domicile or to any other place for rest and recuperation within

India, he shall be entitled to be reimbursed the actual air fare so incurred or the II AC class fare by train by a direct route in case of travel to place of domicile or to the extent of the maximum admissible distance in case of travel to any other place for rest and recuperation, during the two year/four year block respectively, whichever is less.

Provided further that in addition to train fare, charges incurred on account of local sight-seeing during availment of LFC may also be reimbursed subject to total claim not exceeding the amount equivalent to eligible train fare as per respective entitlement.

Note: GST Charges levied on Train Fare shall be over and above the entitlement. In view of prevailing dynamic fare system, the cost of train tickets charged on the date of booking will be reimbursed.

For employees working in North East States, LFC will begin from Guwahati and the eligible train fare from their place of work to Guwahati will be additionally paid. Similarly, eligible fare for Andaman & Nicobar islands to Chennai/Kolkata, Lakshadweep to Kochi, far-flung area branches in Himachal Pradesh, Uttarakhand, Sikkim, Jammu & Kashmir or any other areas which are not directly connected by train shall be additionally reimbursed under LFC in addition to normal entitlement for the employees working in these areas to the nearest major Railway Station.

An employee and/or members of his family, when availing leave fare concession may undertake travel by any mode of surface transport between places and the employee will be eligible to claim in respect of such journey his actual expenditure or the notional train fare by the entitled class for the admissible and entitled distance, whichever is less, within his overall entitlement.

For the purpose of this sub-clause, travel by any approved mode of surface transport would mean such travel undertaken through any public transport or transport (including taxi) operated by agencies / tour operators approved by appropriate Government authorities or motorcar owned by the employee/spouse.

- ii. By exercising an option anytime during a block of 2 years or 4 years, as the case may be, an employee can either undertake travel availing of leave fare concession and claim reimbursement upto his entitlement or to encash the facility for the concerned block. The option so exercised shall

be irrevocable for the block concerned. On opting to encash the facility, he will be entitled to receive a lump sum equivalent to notional train fare for the admissible distance (depending on a 2 year or 4 year block) by the entitled class, subject to deduction of admissible tax at source. Leave Fare Concession for travel to place of domicile is not encashable. The facility of encashing of Leave Fare Concession may be allowed to employees without the requirement of availing leave for this purpose. An employee opting to encash his LFC shall prefer the claim for himself and his family members only once during the block / term in which such encashment is availed of. The facility of encashment of privilege leave while availing of Leave Fare Concession is also available while encashing the facility of LFC.

- iii. Provisions under Clause 10.13 (iii) of Bipartite Settlement dated 19th October 1966 regarding restrictions on entitlement to LFC where both husband and wife are working in the same Bank shall stand deleted. Accordingly, henceforth LFC can be availed independently where both husband and wife are working in the same bank.
- iv. All employees will be given an opportunity to exercise an option within 90 days from the date of this Settlement to avail LFC under two years/four years block as the case may be. If no option is exercised within the stipulated period, the earlier option will continue to be operative.
- v. Dolly/Pony charges as per Government Rates shall be reimbursed within the overall entitlement.

22. Hospitalisation

The provision of Industry level Settlement in this regard will not be applicable in our Bank. The existing provisions in our Bank will continue.

23. Compensation on Transfer

In supersession of Clause 21 of Bipartite Settlement dated 25th May 2015 with effect from 1/11/2020, compensation on transfer, shall be as under:

An employee on transfer shall be paid the cost actually incurred for transporting his personal effects, as under :-

By Train:

	Non-Sub-staff	Sub-staff
a. For married persons	3500 kg.	2500 kg.
b. For unmarried persons	2500 kg.	1500 kg.

By Road:

An employee on transfer from one station to another can transport his/her personal effects by rail/road upto the stipulated weights by an IBA approved Transport Operator.

24. Compensation for losses due to breakage or damage to goods on Transfer

In modification of Clause 22 of Bipartite Settlement dated 25th May 2015, with effect from 1/11/2020, compensation on transfer, shall be as under:

- a.** Where an employee produces receipts or a statement of loss in respect of breakages subject to a maximum of:

Clerical Staff : Rs.1,650/-

Subordinate Staff : Rs.1,100/-

- b.** Where no receipts/statement of loss are produced, a lumpsum payment of:

Clerical Staff : Rs.1,100/-

Subordinate Staff : Rs. 825/-

25. Halting Allowance

In modification of Clause 23 of the Bipartite Settlement dated 25th May 2015, with effect from 1/11/2020, halting allowance shall be payable at the following rates for the days spent on duty outside the headquarters:

	(A)	(B)	(C)
	Places with population of 12 lakhs and above and States of Goa	Places with population of 5 lakhs and above, State Capitals/ Capitals of Union Territories not covered in column (A)	Other Places
Clerical Staff	Rs. 1050/- per diem	Rs. 900/-per diem	Rs. 675/-per diem
Subordinate Staff	Rs. 750/-per diem	Rs.600/-per diem	Rs.375/-per diem

Provided that an employee can also claim lodging expenses reimbursement by production of hotel rent receipt subject to ceilings prescribed hereunder:

Lodging Allowance: (In case of deputation)

Provided that an employee can also claim lodging expenses reimbursement, for the days spent on duty outside the headquarters, by production of hotel rent receipt subject to ceilings prescribed hereunder.

	(A)	(B)	(C)
Category of Staff	Places with population of 12 lakhs and above and States of Goa	Places with population of 5 lakhs and above, State Capitals / Capitals of Union Territories not covered in column (A)	Other Places
Clerical Staff	Rs. 2500/- per day	Rs. 2000/- per day	Rs. 1500/- per day
Subordinate Staff	Rs. 1250 /- per day	Rs. 1000/- per day	Rs. 750/- per day

Note:

- (i) Where free lodging is provided by the Bank at the place of deputation, 3/4th of the Halting Allowance will be paid as per the eligibility at the centre.

- (ii) Where free boarding & lodging are provided by the Bank at the place of deputation, 1/4th of the Halting Allowance will be paid as per the eligibility at the centre.

26. Washing Allowance

In supersession of Clause 24 of Bipartite Settlement dated 25th May 2015, **with effect from 1st November 2017**, washing allowance shall be payable at Rs.200/- p.m., where the washing of livery is not arranged by the bank.

27. Cycle Allowance

In supersession of Clause 25 of Bipartite Settlement dated 25th May 2015, **w.e.f. 1st November 2017**, cycle allowance is payable to the members of the subordinate staff who are required to use a cycle on regular assignment for outdoor duties at Rs.150/- p.m. at all centers.

Cycle allowance would not be paid to workman member of the subordinate staff entitled to the allowance for the period of leave where such leave exceeds 30 days.

28. Split Duty Allowance

In partial modification of Clause 26 of the Bipartite Settlement dated 25th May 2015, **w.e.f. 1st November 2017**, Split Duty Allowance shall be payable at all centers at Rs 200/- per month.

29. Project Area Compensatory Allowance

In partial modification of Clause 27 of the Bipartite Settlement dated 25th May 2015, **w.e.f. 1st November 2017**, workmen in project areas shall be paid project area compensatory allowance as under:

Project Area Group 'A'	Project Area Group 'B'
Clerical Staff – Rs. 290/-p.m. Sub-Staff - Rs.230/- p.m.	Clerical Staff - Rs.230/- p.m. Sub-Staff - Rs.200/- p.m.

Note: In addition to the areas/places identified and defined as Project Areas, Branches opened and located within Special Economic Zone, Export Promotion Zone, etc. shall be treated as Project Areas for the purpose of payment of project area compensatory allowance as above.

30. Project Area centres:

In partial modification of clause 8.1 Settlement dated 19th October, 1966, clause 11/8 of settlement dated 8th November, 1973 and clause 2 of Minutes of Discussions dated 15th/16th April, 1980, the following places shall be termed as Project Areas for the purpose of the provisions under this Settlement.

Project Area Centres - Group A

1. Bheemarayangudi (Gulbarga District, Karnataka)
2. Bhilai
3. Bokaro
4. Burnpur (West Bengal)
5. Dapchhari (Thane District, Maharashtra)
6. Durg (Madhya Pradesh)
7. Durgapur
8. Heavy Electricals, Kailasapuram (Tiruchirapalli)
9. Jamshedpur
10. Pong Dam (Punjab)
11. Rajghat (Madhya Pradesh)
12. Ramagundam (Andhra Pradesh)
13. Reasi (Jammu & Kashmir)
14. Rourkela
15. Sundarnagar (Mandi district, Himachal Pradesh)
16. Tirthapuri (Aurangabad District, Maharashtra)
17. Visakhapatnam (Andhra Pradesh)

Project Area Centres - Group B

1. Agali Attapady Irrigation Project
2. Almatti Dam Site (Karnataka)
3. Ambikanagar (Karnataka)
4. Ankleshwar (Gujarat)
5. Balimela (Koraput District, Orissa)
6. Bhadravati (Chandrapur District, Maharashtra)
7. Bhopal Heavy Electricals (Madhya Pradesh)
8. Cambay (Gujarat)
9. Chakranagar (Shimoga District)
10. Chas
11. Chattargarh (Rajasthan - Rajasthan Canal)
12. Dandeli (Karnataka)
13. Deola (Chankapur Project, Nasik)
14. Dharoi Village (Ahmedabad Circle)
15. Donimalai (Karnataka)
16. Dhurva
17. Farakka Barrage
18. Gajuvaka
19. Ganeshgudi (Giant Kali Project, SupaDam)
20. Gunupur (Koraput District, Orissa)
21. Haldia (West Bengal)
22. Hatia
23. Idikki
24. Jagdalpur
25. Jeypore (Koraput District, Orissa)
26. Jog Falls (Karnataka)
27. Jyotipuram (Salai Hydro Electric Project, Jammu & Kashmir)
28. Kalpakkam (Tamilnadu)
29. Kanker (Bastar District)
30. Kashipur (Koraput District, Orissa)
31. Kasimpur (Aligarh, Uttar Pradesh)
32. Kargal (Mysore)
33. Khetri
34. Koraput (Koraput District, Orissa)
35. Kotpad (Koraput District, Orissa)
36. Kudremukh Iron Ore Project (Malleswara)
37. Kulamavu
38. Mach hakund (Koraput District, Orissa)
39. Mahi (Rajasthan - Dam Project)
40. Malthon (West Bengal)
41. Malkangiri (Koraput District, Orissa)
42. Mandi (Himachal Pradesh)
43. Munsar (Pench Electric Project, Maharashtra)

44. Nagarjunsagar
45. Nangal Township
46. Narora Atomic Power Project
47. Nawarngpur (Koraput District, Orissa)
48. Neyveli
49. Pandoh
50. Pochampadu (Andhra Pradesh)
51. Pophali (Maharashtra)
52. Ramchandrapuram
53. Ranchi (Bihar)
54. Rawat Bhata
55. Rayaguda (Koraput District, Orissa)
56. Sileru (Andhra Pradesh)
57. Supa (Karnataka)
58. Srisilam (Andhra Pradesh)
59. Sunabeda (Koraput District, Orissa)
60. Surangani (Himachal Pradesh)
61. Talwara
62. Umarkote (Koraput District, Orissa)
63. Wadigodri (Jayakwad Project, Aurangabad)
64. Obra (Uttar Pradesh)
65. Renukoot (Uttar Pradesh)

Note: It is understood that as and when Central Government or any State Government may declare any other Centre as Project Area, the same would be treated accordingly. Similarly, if any Centre is treated as non-project area by them, those Centres would stand deleted from the above list.

31. Reimbursement of expenses on Road Travel

In substitution of Clause 29 of Bipartite Settlement dated 25th May 2015, **w.e.f. 1st November 2020**, where an employee has to travel on duty / LFC between two places, he shall be reimbursed actual road mileage cost or at Rs. 8/- per k.m., whichever is less.

32. Privilege Leave

Privilege Leave other than for the purpose of availing the Leave Fare Concession should be applied not less than 10 days before the proposed date of commencement of such leave.

Privilege Leave taken on sick grounds when there is no credit in the sick leave account of the employee, will not be counted as an occasion of availing Privilege leave.

Privilege Leave accruing to an employee shall be allowed to be accumulated beyond 240 days up to a maximum of 270 days. However, encashment of privilege leave shall be restricted up to a maximum of 240 days.

33. Maternity Leave

Clause 30 of Bipartite Settlement dated 27th April 2010 shall be substituted by the following:

(a) Maternity leave, which shall be on substantive pay, shall be granted to a female employee generally for a period not exceeding 6 months on any one occasion and 12 months during the entire period of her service.

Note:

- (i) In case of delivery of twins, the period of Maternity Leave shall be 8 months.
 - (ii) Maternity Leave may be availed combining with any other kind of leave except casual leave.
- (b) In case of miscarriage/MTP/abortion, maternity leave may be granted as a rule upto 6 weeks on the basis of medical certificate/advice of a competent medical practitioner, i.e. a qualified gynaecologist. In special/exceptional cases involving medical complications, associated with miscarriage/MTP/abortion, maternity leave may be granted beyond 6 weeks if advised by a competent medical practitioner (qualified gynaecologist) but upto 6 months only on any one occasion, within the overall limit of 12 months during the entire period of service.
- (c) Within the overall period of 12 months, leave may also be granted in case of hysterectomy upto a maximum of 60 days.

Note: In the case of employees who have availed and exhausted Maternity Leave of 12 months, leave of 15 days shall be sanctioned over and above the same, subject to production of Medical Certificate.

(d) Leave may also be granted once during service to a childless female employee for legally adopting a child who is below one year of age, for a maximum period of nine months, subject to the following terms and conditions: -

- (1) Leave will be granted for adoption of only one child.

- (2) The adoption of a child should be through a proper legal process and the employee should produce the adoption-deed to the Bank for sanctioning such leave.
 - (3) The permanent part-time employees are also eligible for grant of leave for adoption of a child.
 - (4) The leave shall also be available to biological mother in cases where the child is born through surrogacy.
 - (5) The leave shall be availed within overall entitlement of 12 months during the entire period of service.
- (e) Within the overall period of 12 months, leave may also be granted in case of hospitalisation on account of the following gynecological ailments/treatments upto a maximum of 30 days.
- i. AUB (Abnormal uterine bleeding)
 - ii. Ovarian Tumor
 - iii. Tubectomy/Tubectomy reversal
 - iv. Post-Partum Depression (PPD)
 - v. Post-Partum Hemorrhage (PPH)
 - vi. Acute Pelvic Inflammatory Disease (Acute PID)
 - vii. Dysfunction Uterine Bleeding; Dysfunction (DUB)

34. Paternity Leave

With effect from the 1st June 2015, male employees with upto two surviving children shall be eligible for 15 days Paternity Leave during his wife's confinement. This leave may be combined with any other kind of leave except Casual Leave. The leave may be availed upto 15 days before or upto 6 months from the date of delivery of the child.

Note: Paternity Leave as above shall be allowed to employees with upto two surviving children for legally adopting a child who is below one year of age.

35. Sick Leave

a) In partial modification of Clause IX of Bipartite Settlement dated 17th September, 1984 and Clause 6 of Bipartite Settlement dated 28th November, 1997, an employee upon completion of 30 years of service, shall be eligible for further additional sick leave of 3 months at the rate of one month for each year of service in excess of 30 years, subject to a maximum of 720 days in entire service.

b) In partial modification of Clause IX (4) of Bipartite Settlement dated 17th September 1984, women employees can avail sick leave for the

sickness of their children of 8 years and below subject to production of medical certificate.

36. Special Casual Leave

a) With effect from the 1/11/2020, Special Casual Leave may be granted to an employee on occasions when the branch where the employee is working or the place where the employee is residing is affected by curfew, riots, prohibitory orders, natural calamities, floods, etc.

b) **With effect from 01/11/2020**, 4 days Special Casual leave shall be granted to all physically/orthopedically handicapped employees each year.

37. Extraordinary Leave:

In partial modification of Clause 13.34 of Settlement dated 19th October 1966, (in case of State Bank of India, Clause 7.34 of Agreement dated 31st March 1967) and Clause 36 of Settlement dated 25th May, 2015, in exceptional circumstances, Extraordinary Leave may be sanctioned (without wages) not exceeding 3 months on any one occasion (up to 4 months in extreme medical circumstances) and upto a maximum of 24 months during the entire period of an employees' service.

Note:- The employees will not be losing any seniority on account of availing extraordinary leave on Medical grounds.

38. Annual encashment of Privilege Leave:

It has been agreed that **from the calendar year 2020**, Privilege Leave encashment shall be permitted at the rate of **5 days for each calendar year** at the time of any festival of the employee's choice. Employees who have **completed 55 years of age** and above shall be entitled to **encash at the rate 7 days for each calendar year**, in addition to existing provisions. **For the calendar year 2020, the encashment may be availed upto 31.03.2021**. Thereafter the facility will have to be availed on or before 31st December every year.

39. Performance Linked Incentive Scheme:

The wages settled during wage revision at industry level are paid by all Banks uniformly, irrespective of the size of the Banks and their financial strength. In today's challenging environment, where there is stiff competition among Banks, a genuine need is felt to allow Banks to pay their employees something extra by way of encouragement as per the profitability and financial soundness of the respective Banks. In order to inculcate a sense of competition and also to reward the performance,

the concept of Productivity Linked Pay was discussed and after discussions between the parties, it is agreed to introduce Performance Linked Incentive Scheme in Public Sector Banks which will be based on Operating Profit/Net Profit of the individual bank (optional for private and foreign banks). The PLI shall be payable to all employees annually over and above the normal salary payable. The PLI matrix shall decide the amount payable to the employees (number of days of pay = Basic + DA) depending on the annual performance of the Bank. All the employees shall get the minimum number of days of pay as incentive depending on where in the matrix the Bank's performance fits in, broadly as per Matrix as under: -

Sr.No.	YoY Growth in Operating Profit	No. of days for which Salary (Basic + DA) shall be paid
1	< 5%	Nil
2	5% to 10%	5 days
3	> 10% to 15%	10 days*
4	> 15%	15 days*
*3 rd and 4 th slabs are payable only if the Bank has Net Profit. If a Bank has growth in Operating Profit of 5% & more, but there is no Net Profit, then minimum 2 nd slab of 5 days will be payable.		

(The PLI will be applicable from FY-2020-21)

40. Discomfort Allowance Payable on Redeployment / Transfer to outside Centre.

In supersession of instructions contained in the Memorandum of Settlement dated the 7th April 2016, the Discomfort Allowance payable on Redeployment / Transfer to outside centre will be revised as under **with effect from 01.11.2020**

Category of Staff	Existing (Rs. p.m.)	Revised (Rs. p.m.)
Clerical	1500/-	2300/-
Subordinate	900/-	1400/-

41. Voluntary Cessation:

In partial modification of Clause 33 of Settlement dated 2nd June 2005, employees who have ceased to be in service of the Bank under voluntary cessation shall be eligible for PF, gratuity, Pension, and Leave encashment benefits, if otherwise eligible.

With effect from 1st November 2020 employees who cease to be in service under voluntary cessation, may be given an opportunity to represent to

the management and the management may consider the same on merits.

42. Hours of work and weekly off:

In partial modification of Clause 14.2 of Settlement dated 19th October 1966, the hours of work of full-time workmen employees exclusive of lunch recess period shall be as specified below:

Category of employee	Hours of work per day from Monday to Saturday
(a) Employees other than members of the subordinate staff	6½ hours
(b) Members of the subordinate staff other than Drivers and Watch and Ward staff	7 hours
(c) Watch and Ward staff	8 hours
(d) Drivers	7½ hours
(e) Chief Associate *	7½ hours

*** (In terms of Memorandum of Settlement dated 29.08.2009)**

Note: As provided in Clause 14.5 of Settlement dated 19th October, 1966, the hours of work of a member of the watch and ward staff shall be 8 hours in a period of 24 hours provided that the hours of work of a Watchman-cum-Peon for the period during which he works as a peon, as also of a peon, for the period he is required to work as a Watchman or Armed Guard shall be the same i.e. 7 hours as laid down in Sub Clause (b) above.

Provided further that second and fourth Saturday of every month shall be public holidays for all the Banks in addition to all Sundays as provided in Clause 38 of Settlement dated 25th May 2015.

43. Special provision for State Bank of India

The provisions of Settlements dated 30th January 1995 and 22nd July 2003 relating to Special Compensatory Allowance (SCA) as prevailing in the Bank shall be continued unchanged.

44. Disciplinary Action and procedure thereof:

In partial modification of Bipartite Settlement dated 10th April 2002, the following modifications shall be incorporated therein and shall be effective from **1st November 2020:**

- a) Clause 5 (j), from the date of this Settlement, shall read as under:
- **doing any act of gross negligence or negligence involving or likely to involve the bank in serious loss.**
- b) New clause 7 (q) shall be added as under:
- **doing any act prejudicial to the interest of the bank.**
- c) Clause 12 (d) – the following shall be added:
- **If the representative defending the employee is an employee of the same bank at an outstation branch situated outside the State, on a case to case basis as may be decided by the Bank, he shall be relieved on special leave (on full pay and allowances) to represent the employee and shall be paid one return fare.**
- d) Clause 6(e) shall read as under:
- **be brought down to a lower stage in the scale of pay upto a maximum of 2 stages and for a maximum period of two years.**
- Note:** This punishment shall be non-cumulative and annual increment(s)/ Stagnation Increment (s) falling during the period of punishment shall be released on the respective due date (s)
- e) Clause 6(i) i.e. the punishment of '**be fined**' shall be deleted.
- f) Clause 6(f) shall read as under:
- **have his increment/s stopped with or without cumulative effect.**
- Note:** Specific period of rigour shall be mentioned.
- g) **The following shall be added as Clause 7 (r) :**
- **Misconducts covered under Clause 7 (a) to (q) shall not be made out as 'gross misconduct' under Clause 5.**
- h) An employee placed under suspension pending disciplinary action shall be given an opportunity to represent to the management to reconsider the order of suspension.
- i) An employee who has been awarded the punishment of dismissal, compulsory discharge or removal from service by the Disciplinary Authority and subsequently where the punishment is confirmed by the Appellate Authority, shall be given an opportunity to seek reconsideration by an authority higher than the Appellate Authority.

- j) If multiple charges as per procedural lapses are made out, then the punishment given in such cases shall be one.
- k) Disciplinary authority shall have the discretion to decide whether the punishment will affect the superannuation benefits of the employee or not, in case where the punishment is affecting the superannuation benefits.

Special Area Allowance

Sr. No.	Area	Allowances (₹)	
		Pay below ₹ 36,001/-	Pay above ₹ 36,001/-
(1)	(2)	(3)	(4)
1.	Mizoram		
	a) Chhimptuipui District and areas beyond 25 kms. from Lunglei Town in Lunglei District.	4000	5200
	b) Entire Lunglei District excluding areas beyond 25 kms. from Lunglei town.	3200	4200
	c) Entire Aizawl District	2400	3000
2.	Nagaland	3200	4200
3.	Andaman & Nicobar Islands		
	a) North Andaman, Middle Andamans, Little Andaman, Nicobar & Narcondum Islands	4000	5200
	b) South Andaman (including Port Blair)	3200	4200
4.	Sikkim	4000	5200
5.	Lakshadweep Islands	4000	5200
6.	Assam	640	800
7.	Meghalaya	640	800
8.	Tripura		
	a) Difficult areas of Tripura	3200	4200
	b) Throughout Tripura except difficult areas.	2400	3000
9.	Manipur	2400	3000
10.	Arunachal Pradesh		
	a) Difficult areas of Arunachal Pradesh	4000	5200
	b) Throughout Arunachal Pradesh other than difficult areas.	3200	4200
11.	Jammu & Kashmir		
	1) Kathua District: Niabat Bani, Lohi, Malhar and Machhodi	4000	5200
	2) Udhampur District: a) Dudu Basantgarh, Lander Bhamag Illaqa, other than those included in Part 2(b).	4000	5200
	b) Areas upto Goel from Kamban Side and areas upto Arnas from Keasi side in Tehsil Mohre.	3200	4200

Sr. No.	Area	Allowances (₹)	
		Pay below ₹ 36,001/-	Pay above ₹ 36,001/-
	3) Doda District: Illaquas of Padder and Niabat Nowgam in Kishtwar Tehsil	4000	5200
	4) Leh District : All places in the District	4000	5200
	5) Barmulla District : a) Entire Gurez-Nirabat, Tangdar Sub-Division and Keran Illaqua	4000	5200
	b) Matchill	3200	4200
	6) Poonch and Rajouri District : Areas in Poonch and Rajouri District excluding the towns of Poonch and Rajouri and Sunderbani and other urban areas in the two Districts	2400	3000
	7) Areas not included in (1) to (6) above, but which are within the distance of 8 kms. from the line of Actual Control or at places which may be declared as qualifying for border allowance from time-to-time by the State Government for their own staff.	2400	3000
12.	Himachal Pradesh (1) Chamba District : (a) Pangi Tehsil, Bharmour Tehsil, Panchayats :Badgaun, Bajol, Deol Kugti, Nayagam and Tundah, Villages: Ghatu of Gram Panchayat Jagat, Kanarsi of Gram Panchayat Chauhata	4000	5200
	(b) Bharmour Tehsil, excluding Panchayats and Villages included in (a) above.	3200	4200
	(c) Jhandru Panchayat in Bhatiyat Tehsil, Churah Tehsil, Dalhousie Town (including Banikhet proper).	2400	3000
	(2) Kinnaur District: a) Asrang, Chitkul and Hango Kuno/ Charang Panchayats, 15/ 20 Area comprising the Gram Panchayats of Chhota Khamba, Nathpa and Ruppi, Pooch Sub-Division, excluding the Panchayat Areas specified above.	4000	5200
	b) Entire District other than Areas included in (a) above.	3200	4200

Sr. No.	Area	Allowances (₹)	
		Pay below ₹ 36,001/-	Pay above ₹ 36,001/-
(1)	(2)	(3)	(4)
	(3) Kullu District: a) 15/20 Area of Nirmand Tehsil, comprising the Gram Panchayats of Kharga, Kushwar and Sarga	4000	5200
	b) Outer-Saraj (excluding villages of Jakat-Khana and Burrow in Nirmand Tehsil) and entire District excluding outer Seraj area and pargana of Pandrabis but including villages Jagat-Khana and Burrow of Tehsil Nirmand).	2400	3000
	(4) Lahaul and Spiti District : Entire area of Lahaul and Spiti	4000	5200
	(5) Shimla District : a) 15/20 area of Rampur Tehsil comprising of Panchayats of Koot, Labana-Sadana, Sarpara and Chadi-Branda.	4000	5200
	b) Dora-Kawar Tehsil, Gram Panchayat of Darkali in Rampur, Kashapath Tehsil and Munish, Ghorl Chaibis of Pargana Sarahan.	3200	4200
	c) Chopal Tehsil and Ghoris, Panjgaon, Patsnau, Naubis and Teen Koti of Pargana Sarahan, Deothi Gram Panchayat of Taklesh Area, Pargana Barabis, Kasba Rampur and Ghorl Nog of Pargana Rampur of Rampur Tehsil, Simla Town and its suburbs (Dhalli, Jatog, Kasumpti, Mashobra, Taradevi and Tutu).	2400	3000
	(6) Kangra District: a) Areas of Bara Bhangal and Chhota Bhangal	3200	4200
	b) Dharamshala Town of Kangra District and the following offices located outside the Municipal limits but included in Dharamshala Town-Women's ITI, Dari, Mechanical Workshop, Ramnagar, Child Welfare and Town and Country Planning Offices, Sakoh, CRSF Office at lower Sakoh, Kangra Milk Supply Scheme, Dugiari, HRTC Workshop, Sadher, Zonal Malaria Office, Dari, Forest Corporation Office, Shamnagar, Tea Factory, Dari, I.P.H. Sub-Division, Dan, Settlement Office, Shamnagar, Hinwa Project, Shamnagar.	2400	3000

Sr. No.	Area	Allowances (₹)	
		Pay below ₹ 36,001/-	Pay above ₹ 36,001/-
(1)	(2)	(3)	(4)
	Palampur Town of Kangra District including HPKV Campus at Palampur and the following offices located outside its municipal limits but included in Palampur Town – H.P. Krishi Vishwavidyalaya Campus, Cattle Development Office/ Jersey Farm, Banuri, Sericulture Office/ Indo-German Agriculture Workshop/ HPPWD Division, Bundla, Electrical Sub-Division, Lohna, D.P.O. Corporation, Bundla, Electrical HESEE Division, Ghuggar.		
	(7) Mandi District: Chhuhar Valley of Jogindernagar Tehsil, Panchayats in thunag Tehsil-of Bagraa, Chatri, Chhotdhar, Garagushain, Gatoo, Garyas, Janjehli, Jaryar, Johar, Kalhani, Kalwan, Kholanal, Loth, Silibagi, Somachan, Thachdhar, Tachi, Thana, Panchayats of Dharampur Block-Binga, Kamlah, Saklana, Tanyar and Tarakholah, Panchayats of Karsog Tehsil – Balidhar, Bagra, Gopalpur, Khajol, Mahog, Mehudi, Manj, Pekhi, Sainj, Sarahan and Teban, Panchayats of Sundernagar Tehsil – Bohi, Batwara, Dhanyara, Paura-Kothi, Seri and Shoja.	2400	3000
	(8) Sirmaur District: Panchayats of Bani, Bakhali (Pachhad Tehsil), Bharog Bheneri (Paonta Tehsil), Birla (Nahan Tehsil), Dibber (Pachhad Tehsil) and Thana Kasoga (Nahan Tehsil) and Thansgiri Tract	2400	3000
	(9) Solan District: Mangal Panchayat.	2400	3000
	(10) Remaining areas of Himachal Pradesh not included in (1) to (9) above.	640	800
13.	Uttarakhand:		
	Areas under Chamoli, Pithoragarh, Uttarkashi, Rudraprayag and Champavat Districts	4000	5200

14.	<p>West Bengal</p> <p>South 24 Parganas District</p> <p>Sunderban Areas (south of Dampier Hodge's line), namely, Bhagatush Khali (Rampura), Kumirmari (Bagna), Jhinga Khali, Sajnakhali, Gosaba, Amlamathi (Bidya), Canning, Kultali, Piyali, Nalgaraha, Raidighi, Bhanchi, Pathar Pratima, Bhagabatpur, Saptamukhi, Namkhana, Sikarpur, Kakdwip, Sagar, Mousini, Kalinagar, Haroa, Hingalganj, Basanti, Kuemari, Kultola, Ghushighata (Kulti)</p>	1000	1000
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45. Implementation

The various provisions of this Settlement shall take effect from the dates specified hereunder, unless provided to the contrary and the financial benefits emanating therefrom shall be given effect to within a period of 90 days from the date of this Settlement.

		<u>With effect from</u>
1.	Scales of Pay: Basic Pay as per Annexure II	1 st November 2017
2.	a) 9 th Stagnation Increment and b) Preponement due to change in periodicity i) Notional benefit ii) Monetary benefit	1 st November 2017 1 st November 2017 1 st November 2020
3.	Professional Qualification Pay/ Graduation Pay	1 st November 2017
4.	Special Pay as per Annexure III	1 st November 2017 / 1 st November 2020
5.	Dearness Allowance, House Rent Allowance, Fixed Personal Pay, Special Allowance, Transport Allowance, Annual Medical Aid, Hill & Fuel Allowance	1 st November 2017
6.	a) Provident Fund & Pension, b) Family Pension, & New Pension Scheme	1 st November 2017 (To be decided after Government approval)
7.	a) Cycle Allowance, Split Duty Allowance, Project Area Compensatory Allowance, Washing Allowance, b) LFC, Halting Allowance, Compensation on Transfer, Compensation for losses due to breakage or damage to goods on transfer, Reimbursement of Expenses on Road Travel,	1 st November 2017 1 st November 2020

8.	Improvements in Leave benefits – Clause 33 to 38	1 st November 2020
9.	Annual encashment of Privilege Leave	1 st November 2020
10.	Performance Linked Incentive Scheme	From FY 2020-21
11.	Discomfort Allowance Payable on Redeployment / Transfer to outside Centre	1 st November, 2020
12.	Disciplinary action & procedure thereof	1 st November, 2020

46. Date of Effect and Operation

- i. This Settlement shall be binding on the parties **for five years from 1st November 2017.**
- ii. The terms and conditions hereof shall continue to govern and bind the parties even thereafter until the Settlement is terminated by either party giving to the other a statutory notice as prescribed in law for the time being in force.
- iii. The All India Bank Employees' Association, the National Confederation of Bank Employees, the National Organisation of Bank Workers and the Indian National Bank Employees Federation on behalf of the workmen agree that during the operation of this Settlement, the workmen will not for any reason whatsoever, raise any demand of any nature whatsoever on any of the banks in respect of matters, monetary or otherwise, covered by this Memorandum of Settlement.

ANNEXURE -II

WORKMEN STAFF ::

EXISTING & REVISED PAY SCALES W.E.F. 01.11.2017

(Amt. Rs.)

Stage	CLERICAL STAFF		SUBORDINATE STAFF	
	Existing (10 th BPS)	Revised (11 th BPS)	Existing (10 th BPS)	Revised (11 th BPS)
1	11765	17900	9560	14500
2	12420	18900	9885	15000
3	13075	19900	10210	15500
4	13730	20900	10535	16000
5	14545	22130	10860	16500
6	15360	23360	11270	17115
7	16175	24590	11680	17730
8	17155	26080	12090	18345
9	18135	27570	12500	18960
10	19115	29060	12910	19575
11	20095	30550	13400	20315
12	21240	32280	13890	21055
13	22385	34010	14380	21795
14	23530	35740	14870	22535
15	24675	37470	15440	23405
16	25820	39200	16010	24275
17	26965	40930	16580	25145
18	28110	42660	17235	26145
19	30230	45930	17890	27145
20	31540	47920	18545	28145
Stagnation 1	32850	49910	19200	29145
Stagnation 2	34160	51900	19855	30145
Stagnation 3	35470	53890	20510	31145
Stagnation 4	36780	55880	21165	32145
Stagnation 5	38090	57870	21820	33145
Stagnation 6	39400	59860	22475	34145
Stagnation 7	40710	61850	23130	35145
Stagnation 8	42020	63840	23785	36145
Stagnation 9	*****	65830	*****	37145

ANNEXURE -III

REVISION OF SPECIAL PAY FOR WORKMEN STAFF IN STATE BANK OF INDIA
W.E.F. 01.11.2017 / 01.12.2020 (Wherever mentioned)

1. CLERICAL STAFF		(Amt. in Rs.)		
Sl.	Posts carrying Special Pay	Special Pay (Ranking for DA, HRA and Superannuation Benefits)		
		Existing Upto 31.10.2017	Revised w.e.f. 01.11.2017	Revised w.e.f. 01.12.2020
	A. <u>Positions:</u>			
1.	Chief Associate	3970	7550	11000
2.	Special Associate	3970	6050	8000
3.	Special Agricultural Associate / Officiating Pay (Relief Officer) / Special Associate (Grahak Mitra-cum-Record Keeper) \$	3970	6050	
	Head Pharmacist # / Head Control Room Operator #	2260	6050	
4.	Senior Associate / Senior Agricultural Associate /Senior Associate (Grahak Mitra-cum- Record Keeper) \$	2410	3650	
	Senior Pharmacist # / Senior Control Room Operator #	1310	3650	
5.	Head Armourer / Head Plant Associate	2260	3450	
6.	Associate/ Associate (Agriculture)/ Associate (Grahak Mitra-cum-Record Keeper) \$	1640	2500	
7.	Special Record Keeper cum Cashier / Senior Plant Associate/ Senior Armourer	1310	2000	
8.	Jr. Agricultural Associate / Pharmacist / Control Room Operator /Senior Record Keeper cum Cashier	820	1250	
9.	All the existing Clerical staff who are not drawing any Special Pay	330	500	

Note:

Aligned at par with Special Associates / Senior Associates / Associates

\$ Newly Created Positions in Career Progression of Grahak Mitra-Cum-Record Keeper

CLERICAL STAFF:**(Amt. in Rs.)**

Sl.	B. Positions frozen:	Existing upto 31.10.2017	Revised w.e.f. 01.11.2017
1.	Special Stenographer #	2850	6050
2.	Head Assistant (Accounts)	2410	3700
3.	Head Draughtsman / Head Telephone Operator / Head Telecom Assistant / Spl. Hindi Translator / Head Nurse / Head A.C. Plant Operator / Head S.T. Plant Operator / Head Electrician (Electrical Supervisor) / Head Sewage Fitter	2260	3450
4.	Senior Stenographer #	1740	3650
5.	Senior Draughtsman	1740	2650
6.	Computer Operator / Stenographer / Senior Hindi Translator / Senior Telecom Assistant / Senior Telephone Operator / Senior Electrician (Electrical Supervisor) / Senior Sewage Fitter / Senior Nurse / Senior AC Plant Operator / Senior ST Plant Operator / Draughtsman / Inspection Assistant	1310	2000
7.	Steward	1230	1900
8.	Datanet Operator / Dy. Head Cashier / Teller / Head Asst. (Cash) / Telex Operator / Bradma Machine Operator (I) / Data Entry Operator / Deputy Head Assistant (Cash) / Cashier Operating Electronic Cash Register / Bradma Machine Operator (II) / DIR Assistant / Audit Clerk / Hindi Translator / Mill Checking Assistant / Telephone Operator / Computer Operator 'A' (e-SBS / e-SBIN)	820	1250

Note: # Aligned at par with Special Associates / Senior Associates

Note: The positions listed under 'B' above were frozen and will be abolished on existing incumbents, if any, moving over to higher positions or retiring from the Bank's service, etc. and until their retirement / movement, they will continue to draw revised special pay as listed. Their retirement or movement to higher positions will not result in creation of new vacancies. Their services will be utilized as stated below:

- (a) The posts of Godown-Keeper and Bill Collectors will be abolished when the present incumbents retire from the Bank's service or move on to higher In-cadre or Out-of-cadre positions. The services of existing Godown Keepers and Bill Collectors will be utilized as Record Keepers / Cashiers.

- (b) When an employee working in a post carrying Special Pay officiates as Relief Officer in JM Grade Scale I, he will be paid only the Officiating Pay, which is higher than the Special Pay during the period of such officiating. Similarly, if an employee already working in a Special Pay carrying post acts in a position carrying a higher Special Pay, he will draw only the latter Special Pay including attendant benefits on pro-rata basis.
- (c) All India State Bank of India Staff Federation and Bank Management have agreed to review and enlarge the duties of Special Pay carrying positions as per emerging needs of the Bank in Memorandum of Settlement dated 26.11.2020.
- (d) In addition to the existing duties in respect of all the workmen staff, they will also perform all the additional duties as provided in **Annexure IV**.

2. SUBORDINATE STAFF		(Amt. in Rs.)		
Sl	Posts carrying Special Pay	Special Pay (Ranking for DA, HRA and Superannuation Benefits)		
	A. Positions:	Existing Upto 31.10.2017	Revised w.e.f. 01.11.2017	Revised w.e.f. 01.12.2020
1.	Senior Head Armed Guard	2620	4000	
2.	Senior Head Messenger	2420	3700	4000
3.	Senior Head Watchman /Senior Head Ward Boy / Senior Head General Attendant	2420	3700	
4.	Head Armed Guard / Officiating Pay (Record Keeper / Godown Keeper / Cashier / Bill Collector)	1230	1900	
5.	Head Messenger	950	1450	1750
6.	Head Watchman / Head General Attendant / Head Ward Boy	950	1450	
7.	Armed Guard / Ward Boy	630	1000	
8.	Watchman	100	200	
9.	Messengerial staff who are entrusted the role of Printing / Updating Passbook (on pro-rata for the number of days which the services of Messengers are / were utilized for printing of Pass Books)	670	1050	

SUBORDINATE STAFF:**(Amt. in Rs.)**

Sl.	B. Positions frozen:	Existing Upto 31.10.2017	Revised w.e.f. 01.11.2017
1.	Senior Head Driver	2680	4100
2.	Senior Driver	2570	3900
3.	Senior Head Electrician / Senior Head Sanitary Fitter / Senior Head A.C. Plant Attendant / Senior Head S.T. Plant Attendant	2460	3750
4.	Senior Head Bearer / Senior Head Cook / Senior Head Sweeper / Senior Head Mali / Driver / Senior Head Liftman / Senior Head Fireman	2420	3700
5.	Senior Electrician / Senior Sanitary Fitter / Senior A.C. Plant Attendant / Senior S.T. Plant Attendant	2340	3550
6.	Electrician / Sanitary Fitter / A.C. Plant Attendant / S.T. Plant Attendant	2190	3350
7.	Head Bearer / Head Mali / Head Sweeper / Head Cook / Head Fireman / Head Liftman	950	1450
8.	Senior Cook / Senior Bearer / Senior Liftman / Pump Attendant / Telephone Lineman	630	1000
9.	Compositor	2060	3150
10.	Pressman	1200	1850
11.	Impositor-cum-Distributor	360	550
12.	Duplicating Machine Operator/ Senior General Attendant (Cash Hammal / Farrash / Sweeper) / Fireman	100	200
13.	Copying Machine Operator / Godown Watchman / Liftman / Plumber / Cook / Machine Man	90	150

Note: The positions listed under 'B' above were frozen and will be abolished on existing incumbents, if any, moving over to higher positions or retiring from the Bank's service etc. and until their retirement / movement, they will continue to draw the Special Pay as listed. Their retirement or movement to higher positions will not result in creation of new vacancies. Their services will be utilized as stated below.

(a) The posts of Compositors will be abolished on the incumbents moving over to higher positions or retiring from Bank's service. The services of such Compositors who have not completed 23 years of service, will be utilized as Head Messengers. The posts of Pressmen, Duffaries, Sorters, Impositor-cum-Distributors, Duplicating Machine Operators, Copying Machine Operators, Godown Watchmen and Note Stitching Machine Operators will be abolished on the incumbents moving over to higher positions or retiring from the Bank's service. There will be no creation of fresh vacancies in these positions on higher appointment, retirement or death of present incumbents. The Head Messengers will perform the duties of Copying Machine Operators, Duplicating Machine Operators, Note Stitching Machine Operators, Duffaries and Sorters, wherever required. The post of General Attendant (Farrash / Sweeper) shall be frozen consequent upon Clause 3 of settlement dated 29th August 2009, signed in respect of Career Progression and Outsourcing.

1. In terms of the Scheme for Career Progression within-the-cadre for Workmen staff contained in the settlement dated 22nd July 2003, as a general rule, every member of the Subordinate Staff drawing a lower Special Pay will be eligible for a special pay of Rs. 1,450/- (Revised) on completion of 15 years of full-time service and the term 'Head' prefixed to their designation.
2. Similarly, on completion of 23 years of full-time service, they will be eligible for a Special Pay of Rs. 3,700/- (Revised) with the term 'Senior Head' prefixed to their designation. This would be done once every year on the 1st June in accordance with the laid down procedure for Career Progression Scheme.

(b) In addition to the existing duties in respect of all the workmen staff, they will also perform all the additional duties as provided in **Annexure IV**.

(Amt. in Rs.)

Special Pay for Graduation and Professional Qualification payable after reaching maximum in the scale of Pay	Existing Upto 31.10.2017	Revised w.e.f. 01.11.2017
A. Graduation:		
(a) On completion of 1 year after reaching maximum in the Scale of Pay	450	700
(b) On completion of 2 years	900	1400
B. Professional Qualification:		
(i) Part I of CAIIB /JAIIB after 1 year	450	700
(ii) Part II of CAIIB:		
(a) After 1 year	450	700
(b) After 2 years	900	1400
(c) After 3 years	1350	2100
C. Graduation & Professional Qualification:		
(i) Graduation and/or NDC and have passed JAIIB or Part-I of CAIIB		
(a) After 1 year	450	700
(b) After 2 years	900	1400
(c) After 3 years	1350	2100
(ii) Graduation and / or NDC and have passed JAIIB or both parts of CAIIB		
(a) After 1 year	450	700
(b) After 2 years	900	1400
(c) After 3 years	1350	2100
(d) After 4 years	1800	2800
(e) After 5 years	2250	3500

FIXED PERSONAL PAY (FPP) (Effective from 01.11.2017) IN STATE BANK OF INDIA

In modification of the provisions contained in **Annexure - 3** to the Settlement dated **4th June 2015** on Service Conditions for Workmen Staff, Fixed Personal Pay (FPP) shall be payable as under, with effect from the 1st November 2017 to workmen employees who joined the Bank's service before 01.01.1980 and have drawn additional increment(s) in terms of Bipartite Settlement dated 17th September 1984.

Clerical Staff:

- (i) One year after reaching maximum of the scale - Rs. 95/- per month
- (ii) Two years after reaching the maximum - Rs. 190/- per month
- (iii) Three years after reaching the maximum in the scale as under.

(Existing Amount upto 31.10.2017 in Brackets below)

Area of Posting	Increment component of FPP to be reckoned for superannuation benefits (Rs.) per month	Revised FPP payable where accommodation is provided by the Bank (Rs.) per month	Revised FPP payable where accommodation is not provided by the Bank (Rs.) per month
All Centres	1990 (1310)	2235 (1640)	2455 (1775)

Subordinate Staff:

- (i) One year after reaching maximum of the Scale - Rs. 30/- per month.
- (ii) Two years after reaching the maximum in the scale as under.

(Existing Amount upto 31.10.2017 in Brackets below)

Area of Posting	Increment component of FPP to be reckoned for superannuation benefits (Rs.) per month	Revised FPP payable where accommodation is provided by the Bank (Rs.) per month	Revised FPP payable where accommodation is not provided by the Bank (Rs.) per month
All Centres	1000 (655)	1060 (760)	1170 (820)

FIXED PERSONAL PAY (FPP) (EFFECTIVE FROM 01.11.2017 IN RESEPECT OF THOSE WHO HAVE JOINED ON OR AFTER 01.01.1980 AND BEFORE 01.11.1993.

In modification of the provisions contained in **Annexure – 3** to the Settlement dated **4th June 2015** on Service Conditions for Workmen Staff, Fixed Personal Pay shall be payable as under, **with effect from 1st November 2017**, to the Workmen employees who joined the Bank's service on or after 01.01.1980 and before 01.11.1993.

- (a) The employees, who were given one stage higher fitment as per the provisions of Bipartite Settlement of 9th June 1989/30th January 1995 and who reach maximum in the scale hereafter will be paid a Fixed Personal Pay, as under, from **01.11.2017**.

(I) Clerical Staff:

(Existing Amount upto 31.10.2017 in Brackets below)

Area of Posting	Increment component of FPP (to be reckoned for superannuation benefits) <u>Rs.</u>	Total FPP payable where accommodation is provided by Bank <u>Rs.</u>	Total FPP payable where accommodation is not provided by Bank <u>Rs.</u>
All Centres	1990 (1310)	2045 (1450)	2265 (1585)

(II) Subordinate Staff

(Existing Amount upto 31.10.2017 in Brackets below)

Area of Posting	Increment component of FPP (to be reckoned for superannuation benefits) <u>Rs.</u>	Total FPP payable where accommodation is provided by Bank <u>Rs.</u>	Total FPP payable where accommodation is not provided by Bank <u>Rs.</u>
All Centres	1000 (655)	1030 (730)	1140 (790)

OTHER ALLOWANCES PAYABLE TO WORKMEN EMPLOYEES OF STATE BANK OF INDIA

In modification of the provisions contained in **Annexure - 4** to the Settlement dated **4th June 2015** on Service Conditions for Workmen Staff, the "Other Allowances" (**not ranking** for Dearness Allowance, House Rent Allowance and Superannuation benefits) payable to following category of Workmen employees stand revised, **with effect from 1st November 2017**, as under.

(a) CLERICAL CADRE:

(Amt. in Rs.)

Post	Existing Allowance Upto 31.10.2017	Revised Allowance w.e.f. 01.11.2017
Canteen Manager	2270	3450
Caretaker	1370	2100
Godown Allowance for Godown Keeper	450	700
Conveyance Charges to employees using bicycle for official duties where public transport is not available	310	500
Special Allowance payable to Chief Associate	5720	8700

(b) SUBORDINATE CADRE:

(Amt. in Rs.)

Driver attached to Senior Executive (additional)	1060	1650
Godown allowance for Godown Watchman	440	700

(c) CLERICAL AND SUBORDINATE STAFF:

(Amt. in Rs.)

Mid-Academic Year Transfer Allowance	300	600
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(d) Key Allowance (w.e.f. 01.12.2020)

Key Allowance @ **Rs.1000/-(flat) p.m.** will be paid to employees who hold charge of **cash keys** at branches **on pro-rata basis** for actual number of days the keys are held.

Additional Duties and Responsibilities

In terms of Memorandum of Settlement dated 26.11.2020 between Bank Management and the All India State Bank of India Staff Federation, the following duties will be performed by:

Clerical Employees

1. Marketing & Tele-calling for Business Development / NPA recovery.
2. Verification of LTI / RTI of illiterate customers by holders of cash key in cash balance branches.
3. Assisting the Branch Manager in acquisition of new Business, Follow-up, Recovery, Achievement of Budgetary goals and enhancing profitability.
4. Chief Associates & Special Associates will verify documents as per check list, in case of Sanction of 'P' Segment loans for public.
5. Exercising Passing Powers as per designation as under:

(Amt. in Rs.)

Sl.	Designation	Existing		Revised	
		Cash	Transfer	Cash	Transfer
1	Junior Associate	15,000	20,000	No Change	No Change
2	Associate	35,000	70,000	No Change	No Change
3	Senior Associate	50,000	1,00,000	No Change	No Change
4	Special Associate	1,00,000	4,00,000	2,00,000	6,00,000
5	Chief Associate	2,00,000	5,00,000	4,00,000	10,00,000

Subordinate Employees

1. Marketing & Tele-calling for Business Development / NPA recovery.
