

INCREMENTS

ANNUAL INCREMENTS:

Increments should normally be given and stoppage of increments by managements should be only by way of punishment for proved misconduct or gross inefficiency. As a working rule, if in the previous year there are three adverse remarks in the service register of the workman entered against him as a result of the management's enquiry into his conduct and after consideration of any explanation given by him, it may be taken as a prima facie case for stopping the increment at the next stage and for the next year. If an employee's increment is to be withheld it should only be done after a proper charge sheet has been framed against him and he has been given adequate opportunity to defend himself. The order in writing withholding the increment should also mention whether it will have the effect of postponing future increments.

(Para 85 of Sastri and Para 5.122 of Desai Award)

GENERAL WITHHOLDING OF INCREMENTS:

Annual increments for any particular year may be stopped at the discretion of the Bank if the ratio of its gross profits to the working funds during the previous year is less than 75% of the average of similar ratios for the four years immediately preceding that previous year provided however:- (1) No discrimination is made amongst the employees of the bank in the matter of withholding the annual increment and that withholding of the increment applies to the entire staff of the bank consisting of all its officers and the clerical staff (subordinate staff being excluded) (2) There shall not be any withholding of increments more than once in any consecutive period of four years.

(Para 86 of Sastri and Para 5.122 of Desai Award)

DATE OF INCREMENT:

In supersession of Clause 4.11 of the Settlement dated 19-10-1966 between IBA and AIBEA, parties, agree that the increment specified in the various scales of pay applicable to workmen shall accrue on an annual basis and shall be given effect to on the first day of the month in which it falls due. However, where for any reason whatsoever the date of increment has to be postponed under the service conditions, such postponement will be notionally made in the actual date on which the increment accrues. If on such postponement either in the first instance or on a cumulative basis such date of accrual of increment shifts to any

subsequent calendar month, the increment will be released on the first day of that subsequent month.

(Para 2 of Third Bipartite Settlement (Residual Issues) dated 8.9.1983)

Special Increment on account of Settlement on Mechanization and Computerization:

All workmen employees who are in the banks' permanent service and permanent part time employees drawing scale wages as on 1st November 1993 will get one advance increment in the scale of pay with all consequential benefits e.g. DA, HRA, CCA, PF, Gratuity, Pension etc. in terms of the bipartite settlements. There shall be no change in the date of annual increment because of the advance increment. Annual increment will fall due on the normal anniversary date of increment.

(Para XIV of BPS dated 29.10.1993)