

**KSFE STAFF ASSOCIATION(CITU)
CHARTER OF DEMANDS (PROPOSAL) – 2012**

MASTER SCALE

PRESENT SCALE: 7735 – 190/4 – 8495 – 255/4 – 9515 – 325/5 – 11140 – 390/5 – 13090 – 465/5 – 15415 – 530/5 – 18065 – 600/5 – 21065 – 700/8 – 26665 – 815/10 – 34815

PROPOSED SCALE

20880 – 550/4 – 23080 – 735/4 – 26020 – 940/5 – 30720 -1125/5 – 36345 – 1340/5 -43045
1530/5 – 50695 – 1730/5 – 59345 -2020/8 – 75505 – 2350/8 – 94300

PT EMPLOYESS

PRSESENT SCALE 4300 – 80/5 – 4700 – 100/5 -5200 – 120/10 – 6400

PROPOSED SCALE 123 90 – 230/5 – 13540 -290/5 – 14990 – 350/10 – 18490

CATEGORY	EXISTING SCALE OF PAY	PROPOSED SCALE
OFFICE ATTENDANT	7735-190/4-8495-255/4-9515-325/5-11140-390/5-13090	20880-550/4-23080-735/4-26020-940/5-30720-1125/5-36345
DRIVER/HG OFFICE ATTENADANT	8495-255/4-9515-325/5-11140-390/5-13090-465/5-15415-530/5-18065	23080-735/4-26020-940/5-30720-1125/5-36345-1340/5-43045-1530/4-49165
HG DRIVER/RECORD KEEPER/SPL GRADE OFFICE ATTENADANT	9260-255/1-9515-325/5-11140-390/5-13090-465/5-15415-530/5-18065-600/6-21065-700/8-26665-815/7-32370	25285-735/1-26020-940/5-30720-1125/5-36345-1340/5-43045-1530/5-50695-1730/5-59345-2020/8-75505-2350/6-89605
DESPATCH ASSISTANT		27900-940/3-30720-1125/5-36345-1340/5-43045-1530/5-50695-1730/5-59345-2020/8-75505-2350/7-91955
ASSISTANT GRADE II	10815-325/1-11140-390/5-13090-465/5-15415-530/5-18065-600/4-20465	29780-940/1-30720-1125/5-36345-1340/5-43045-1530/5-50695-1730/3-55885
ASSISTANT GRADE I	11530-390/4-13090-465/5-15415-530/5-18065-600/5-21065	31845-1125/4-36345-1340/5-43045-1530/5-50695-1730/4-57615
SPECIAL GRADE ASSISTANT	12310-390/2-13090-460/5-15415-530/5-18065-600/5-21065-700/8-26655-815/10-34815	34095-1125/2-36345-1340/5-43045-1530/5-50695-1730/5-59345-2020/8-75505-2350/8-94300

Merger of DA

Eligible DA as on 31.7.2012 (Estimated as 80%) shall be merged

Load Factor

50 % of BP+DA arrived after merging the DA

Fitment Benefit

55% of the BP+DA arrived after merging the DA

Increment

Shall be increased by 60% after merger of DA.

Weight age

One increment in the revised scale for every three years of service.

Dearness Allowance

DA shall be paid as applicable in the state government. However, if in state government the neutralization level in the ensuing pay revision is at a different level than that in KSFE, appropriate adjustments shall be made in the payment of DA in the company.

House Rent Allowance

HRA shall be paid to employees @30% of maximum of the scale of pay of the employee.

City Compensatory Allowance.

Shall be paid to employees at central government rates

Medical Allowance

All employees shall be given medical allowance @ Rs.2000/- per month.

Conveyance Allowance

All employees shall be given conveyance allowance.500/- per month

Spectacle Allowance

All employees shall be given Spectacle Allowance @Rs.1500/- once in 3 years.

Educational Allowance

All employees shall be given Educational Allowance at the the following rates for every child of the employee.

Up to SSLC	Rs.1000/- per month
College Students	Rs. 1500/-per month
Professional Courses	Rs. 2500/- per month

LTC

I class train fare shall be given to employees and their families for traveling anywhere in India once in three years

Special Allowance to employees transferred to distant places

Those employees who were transferred to distant places without their requests shall be given special allowance as follows.

Distance from place of residence	40 to 50 km	51 to 100 km	101 to 150 km	151 to 200 km	201 to 250 km	251 & above km
Special Allowance	3 % of BP	5 % of BP	7 % of BP	8 % of BP	10 % of BP	12 % of BP

Cashier's Risk Allowance

Present Rate	Proposed Rate
450	1350
500	1500
550	1650
300(SDT Office)	1350

Canteen Subsidy

Canteen Subsidy @ Rs.750/- per month shall be given to employees.

Other Allowances

	Present Rate	Proposed Rate
1. Cycle Allowance	250	700
2. Despatch Allowance	200	600
3. Cashier's charge allowance per day of charge	25	75
4. Washing Allowance	225	575
5. Chappal Allowances	350	1050
6. Gold Loan Risk Allowance	300	1350
7. Hill Tract Allowance, Warm clothing Allowance and allowances to Physically handicapped employees shall be given at the rates declared by the government of kerala from time to time.		
8. Special Allowance to drivers shall be enhanced to Rs.1200/-		
9. Insurance coverage shall be extended to the office attendants who carry cash to Bank and Treasuries.		
10. Office attendants shall be given Rs.100/- for taking cash to banks/treasuries for the cash exceeding Rs.50000/-		
11. Computer Allowance of Rs.500/- per month to Assistants		

Uniform

4 sets of uniform shall be given to office attendants/Drivers/PT employees every year. High quality cotton materials shall be supplied with for the purpose. A sub-committee comprised of union representatives shall approve the quality of uniform materials before supplying the same to employees.

Staff Norms

1. One additional assistant shall be posted at all branches for default action in addition to the norms prescribed by KSPC.
2. Additional cashier shall be provided at branches where the customer strength exceeds 6000.
3. An assistant shall be provided at all branches for enquiry cum business development.
4. An assistant manager shall be posted at all branches for marketing /business development in addition to the norms prescribed by KSPC.
5. There shall be 3 office attendants where the customer strength exceeds 6000.

6. Office attendants shall be re-designated as Office Assistants.
7. Despatch Assistants who completed two years in that position shall be promoted as Despatch Assistants(HG).
8. Typists re-designated as Junior Assistant(HG) who completed two years of service in that position shall be promoted as Senior Assistant.
9. Senior assistants shall be given grade promotion as special grade assistants after two years of service.
10. Special grade assistants who have qualified promotion test to the post of assistant managers and have completed 3 years of service in that cadre shall be promoted to the post of Assistant Manager.
11. Special Grade Assistants those who have not qualified the promotion test to the post of assistant manager and those who have completed 5 years of service in that cadre shall be promoted to the post of Assistant Manager(Non-Cadre).
12. Assistant Manager(NC) who completed 3 years of service in that position shall be promoted as Assistant Manager(NC) Higher Grade.
13. Office attendants who have completed 2 years of service in that cadre shall be promoted to Higher grade Office Attendants.
14. Higher Grade Office Attendants who have completed 4 years of service in that cadre shall be promoted to Special Grade Office Attendants.
15. Office Attendants who have completed 10 years of service shall be promoted as Despatch Assistants(existing 13 years).
16. PT Employees who have completed 5 years of service shall be promoted as Higher Grade PTS.
17. PT Employees who completed 10 years of service shall be promoted to Full Time PTS
18. Drivers who have completed 3 years of service shall be promoted to Higher Grade Drivers and those who have completed 6 years of service shall be promoted to Special Grade Drivers.
19. The reservation for office attendants in the vacancy of Assistants shall be enhanced to 25%
20. The reservation for the Part-Time Employees in the vacancy of Office attendants shall be enhanced to 40%.

Leave Rules

- 1) Provision for availing half day leave shall be incorporated in Leave rules.
- 2) Duty leave shall be granted for the staff, who participate government sponsored programmes as applicable to the terms and conditions in government service.

Retirement Age

Retirement age of part-time employees shall be enhanced to 70 years from the present age of 65 years. Retirement age of Full-time employees shall be enhanced to 60 years from the present age of 58 years.

Medical Benefits

1. All hospitals having more than 25 beds shall be treated as approved hospitals.
2. Minimum number of days of hospitalization shall not be insisted upon for medical reimbursement
3. There shall be provision in Medical Benefit Rules for reimbursing 50% of medical expense in advance.

4. Doctors Fee/Professional Charges, Stationery expenses etc shall also be reimbursed.
5. Actual room rent shall be reimbursed.
6. All restrictions stipulated in Medical reimbursement rules pertaining to the treatment of dependent parents shall be do away with.
7. Medical reimbursement facility shall be extended to retired employees also.
8. The actual expense of life saving medicines shall be reimbursed.

Employees Housing Loan

1. All the confirmed employees shall be given employees housing loan.
2. Employees Housing Loan amount shall be enhanced to 100 times basic pay.

Vehicle Loan

1. All confirmed employees shall be given vehicle loan.
2. 100% of the cost of vehicle shall be given as loan.
3. Vehicle loan at concessional rates shall be given to workmen who purchase four-wheelers.

Business Concession

1. Self Surety: :15 times net salary subject to a minimum of 2 lakhs.
2. Liability limit of subscriber who offers single surety :15 times net salary subject to a minimum of 3.5 lakhs.
3. Limit of liability as a single surety : 15 times net salary subject to a minimum of 4 lakhs.
4. The limit of personal security liability shall be enhanced to 6 lakhs.

Concession in Interest Rates

Scheme	Limit of Advance	Interest concession in the prevailing Rate
1. CVL	1,50,000	4%
2. Gold Loan	1,00,000	3%
3. RCL	1,50,000	3%
4. NCL	1,50,000	3%
5. NHFS(For those who have not availed Employees Housing Loan)	10,00,000	3%
6. NHFS(For those who have availed Employees Housing Loan)	4,00,000	3%
7. Sugama Akshaya OD :	15 times of net salary subject to a minimum of	
1. PTS	: 75,000	
2. Office attendant	:1,50,000	
3. Assistants/Despatch assistants	:2,00,000	
8. Interest on Computer Loan and Marriage Loan shall be reduced to Sugama Interest Rate.		
9. Interest on Sugama Akshaya OD shall be reduced to FD interest rate.		
10. 2% interest additional interest shall be given to all deposits made by employees.		

Exemption from payment of Charges and Fees

Employees shall be exempted from the payment of the following charges/fees

- 1.Valuation Fee
- 2.Paper Charges
- 3.Appraiser's Fee

Business Transaction Holidays

The Last working days of March, September every year shall be declared as Business transaction holidays

Promotion Test

- 1.All the promotion tests shall be conducted by Kerala Public Service Commission.
- 2.Minimum qualifying marks for all promotion tests shall be streamlined.
- 3.Revaluation of Answer sheets shall be permitted.
- 4.The result shall be published by the agency which conducts the promotion tests.
- 5.Answer Keys and Photocopies of the Answer sheets shall be supplied to the employees soon after the result is published by the agency.

Concession to Office-bearers of Trade Unions

- 1.Duty-leave shall be granted to 6 office-bearers of every union who participate at meetings/discussions.
2. TA shall be granted to the office-bearers of unions who participate meetings/discussions.
3. General secretary of each union shall be granted special casual leave for 20 days
4. All state level office-bearers of unions shall be allowed 10 days special casual leave.
5. All District level office-bearers of unions shall be allowed 5 days special casual leave.
6. Five office-bearers at state level and 3 office-bearers at district level shall be given posting at places of unions choice.

Pension Scheme

Pension discussion shall be resumed at an early date for introducing an alternative,better viable and secure pension scheme to the employees.

Association shall have the right to raise fresh demands and to amend the demands already raised during the course of discussion.

For KSFE STAFF ASSOCAION(CITU),

Muraleekrishna Pillai.S

General Secretary

16.05.2012