

**ALL INDIA INSURANCE EMPLOYEES' ASSOCIATION
HYDERABAD**

CHARTER OF DEMANDS

PREAMBLE

The present wage structure for Class III and IV employees of LIC has come to an end on July 31, 2017. As such, revision of wage has become due on August 1, 2017.

**PART - I
(PAY & ALLOWANCES)**

WAGE INCREASE:

There should be a wage increase of 40% across the board on the wage bill as on August 1, 2017.

GRADING

01. Sweepers, Cleaners and Gardeners shall be in Grade A
02. Head Peons, Sepoys, Hamals, Watchmen, Caretakers, Liftmen and such other employees shall be in Grade B
03. Drivers shall be in Grade C
04. Record Clerks shall be in Grade D
05. Assistants, Telephone Operators, Store Keepers, Typists, Receiving and Paying Cashiers, Micro Process Operators, Building Supervisors / Building Inspectors and such other employees shall be in Grade E
06. Higher Grade Assistants, HGA (Programmers), HGA(Finance), Actuarial Assistants, Internal Audit Assistants, Stenographers, Librarians, Language Assistants, Projectionists and such other employees shall be in Grade F

FOR ENGINEERING STAFF

01. Engineering staff working as helpers etc., shall be placed in Grade B
02. Masons, Carpenters, Plumbers, Gas Mestrys, Wiremen, Electricians, Pump mechanics, Ferro Printers and such other employees shall be in Grade D
03. AC Plant Operators, Engineering Assistants Grade III, Engineering Draftsmen Grade III, Architectural Assistants Grade III and such other employees shall be in Grade E
04. Engineering Assistants Grade II, Engineering Draftsmen Grade II, Architectural Assistants Grade II and such other employees shall be in Grade F

SCALES OF PAY

Revised Basic Pay is to be formulated with merger of Dearness Allowance at consumer price index as at quarter ending June 2017 and a loading commensurate with the demand for wage hike.

FITMENT

Fitment shall be on stage-to-stage basis.

RUNNING SCALE

The basic pay structure should be a continuous one. On reaching the maximum of the particular scale of Pay, the employee's basic pay would automatically go to the next higher promotional scale of pay without any change in the nomenclature of post held. However, this shall not affect the promotional vacancies that arise through normal promotional avenues. For all class IV employees the next scale of pay shall be the scale applicable to Record Clerks. For Record Clerks, the next scale of pay shall be the scale applicable to Assistants. Similarly, for the employees in Assistant scale the next scale of pay shall be the scale applicable to HGA. For employees in HGA cadre, the next scale of pay shall be the scale applicable to AAOs.

DEARNESS ALLOWANCE

Dearness Allowance shall be payable on the basis of 100% neutralization for every full four points rise or fall in All India Consumer Price Index for industrial workers [base 1960=100]. The revision shall be made quarterly as is being done currently.

HOUSE RENT ALLOWANCE

House Rent Allowance shall be paid at the rate of 20%, 18% and 16% respectively for the Categories classified as at present as i, ii & iii as per Census 2011. HRA should be paid on Basic Pay and Special Pay / Allowances, if any and there shall be no ceiling. Employees allotted Staff Quarters shall also be entitled to receive HRA as above.

(Category i – A1 cities and cities with population of more than 45 lakhs; Category ii- Cities with more than 12 lakhs of population; Category iii- all other centers)

CITY COMPENSATORY ALLOWANCE

CCA shall be paid @ 6%, 5% and 4% respectively for the present classification of centers with the modification that the population for category (iii) shall be 4 lacs and above instead of 5 lacs. There shall be no ceiling.

(Present Categories: Category i – A1 cities and cities with population of more than 45 lakhs; Category ii- Cities with more than 12 lakhs of population; Category iii- centers with population of more than 5 lakhs)

Mid term population appraisal being made by the government from time to time shall also be made applicable.

Higher rate of HRA / CCA shall be continued even after transfer to a lower HRA / CCA centre.

SPECIAL / FUNCTIONAL ALLOWANCES

All special allowances attracting Dearness Allowance shall be substantially increased. Allowance to Programmers and Project Allowance of Engineering staff should be raised substantially.

The special allowance payable to Cashiers, Internal Audit Assistants and to Building Supervisors & Building Inspectors shall count for the purpose of calculation of DA, HRA, encashment of PL, Pension, PF, Gratuity and for fitment on promotion.

GRADUATION INCREMENT / SPECIAL GRADUATION ALLOWANCE

All class III employees in the scale of Assistant shall be granted two increments on becoming graduate from a recognized university. In case a Record Clerk or Class IV employee becomes a graduate, he shall be paid special graduation allowance equivalent to two increments at the initial stage of the scale of pay of Assistant and the said allowance shall be replaced by two increments on his promotion / selection to the cadre of Assistant.

All class III employees in the scale of Assistant who are graduates and who have reached the maximum of their scale of pay shall be granted special graduation allowance at the rate equivalent to the last increment in the revised scale one year after reaching the maximum. The said allowance shall be doubled on completion of two years from the date of reaching the maximum.

SPECIAL INCREMENTS / SPECIAL ALLOWANCE FOR PASSING TECHNICAL EXAMINATIONS

All employees belonging to Class III & IV cadre shall be entitled to receive special increments as below on passing the prescribed technical examination

- 1) Licentiate : 1 Increment
- 2) Associate : 2 Increments
(One increment for each 3 papers)
- 3) Fellowship : 2 Increments
(One increment for each 3 papers)
- 4) MBA / MCA/ AMIE and other such equivalent examinations: 2 Increments
- 5) Examination of Institute of Actuaries of India: The present scheme of incentives for passing Actuarial Examinations should be improved and be made applicable to all employees irrespective of place of posting.
- 6) CA / ICWAI / ICSI courses:
 - a) Intermediate : 2 Increments
 - b) Final Group A or B : 3 Increments
 - c) Final Group A & B : 5 Increments
- 7) Employees securing doctorate (Ph. D) from recognized university should be granted two special increments.

OTHER ALLOWANCES:

HILL ALLOWANCE : There shall be a substantial increase in Hill allowance.

KIT ALLOWANCE : Kit allowance shall be substantially increased. The enhanced quantum shall be paid to all classes of employees uniformly. It shall be paid once in two years. It shall be extended to those who are recruited locally.

SPECIAL AREA ALLOWANCE : Special Area Allowance at an agreed rate shall be paid to employees working in border areas, remote areas, difficult areas, and backward / tribal areas, mining areas and disturbed areas, as specified by the Central Government or analogous institutions like Public Sector Banks etc.

PROJECT AREA ALLOWANCE :

Paradeep Port Allowance shall be substantially increased.

The Project Area Allowance at an agreed rate shall be paid to employees working in Project Areas / Towns and in other centers where Central Government / Public Sector institutions / Banks pay any such allowance.

DISCOMFORT ALLOWANCE : Discomfort Allowance at an agreed rate shall be paid to Drivers with appropriate upward revision. Similarly the employees having outside duties shall also be paid discomfort allowance.

TRANSPORT ALLOWANCE : Transport Allowance shall be substantially increased.

CASH CARRYING ALLOWANCE : Cash carrying allowance shall be introduced and paid to the concerned staff.

WASHING ALLOWANCE : The Washing Allowance being paid to the Class IV employees shall be substantially increased.

BONUS : Bonus shall be paid to all employees irrespective of their salary at a rate not less than 25% of gross salary for each year.

PLLI : PLLI shall be paid on the basis of performance at Corporate level. PLLI should be calculated on the Basic Pay and all other allowances that attract dearness allowance, FPA and DA.

PROMOTION POLICY:

There should be an overall review of the present promotion policy. The promotion policy should be transparent and subjective factors should be eliminated.

An employee with 20 years of service and 50 years of age who has not received any promotion shall be automatically placed in the next higher scale.

FITMENT ON PROMOTION

There shall be a minimum fitment benefit of two increments in the promotional scale at the time of promotion. Stagnation increment stage shall be considered as a stage for fitment on promotion.

COMMENSURATE INCREASE IN SALARY / ALLOWANCE OF PART-TIME / BADLI / TEMPORARY EMPLOYEES :

Part-time and Temporary employees shall be entitled to commensurate increase in salary and allowances. They shall also be entitled to all other benefits applicable to regular employees.

The contract labour must be abolished. The temporary employees must be paid wage compensation on the basis of the principle laid down by the Supreme Court that every worker must be paid equal wages for equal work.

A scheme for up gradation of the remaining Regular Part-time employees as full time employees shall be introduced.

RETIREMENT BENEFITS

PROVIDENT FUND / PENSION : Contribution to PF shall be at the rate of 10% of the revised Pay and with equal contribution by the employer to the PF / Pension fund as the case may be.

The New Pension Scheme in vogue since 01 April 2010 shall be replaced with the LIC Employees' Pension Scheme 1995. Every employee shall be covered and governed only by the rules framed under LIC Employees' Pension Scheme 1995. The following improvements in the LIC Employees' Pension Scheme should be considered:

- 1) 100 percent DA neutralization to all Pensioners and family pensioners irrespective of the date of retirement;
- 2) Pension should be revised upward with every wage revision;
- 3) Family Pension should be increased on the basis of the improvements in Central Government and RBI schemes;
- 4) The Ex-gratia for the pre-1986 employees should be enhanced substantially keeping in view the rising cost of living;
- 5) Every employee shall be eligible for Full Pension after completing 20 years of service.

GRATUITY : The amount of gratuity shall be equivalent to one month's total salary including Basic Pay, DA, Special Allowance if any on the date of cessation of service for every completed year of service or part thereof. The ceiling of 20 months for gratuity under Staff Regulation 77(2) shall be removed. There shall be no forfeiture of gratuity when the penalty of dismissal is imposed.

FREE INSURANCE : The present limit of Free Insurance amount shall be increased to Rs.1,00,000/- for all Class-III and IV employees.

UNIFORMITY IN SOCIAL BENEFITS : All Social Benefits / Amenities / Relief shall be uniform to all classes of employees.

DATE OF EFFECT OF REVISION

The revised scales of pay and other benefits shall take effect from August 1, 2017 and shall be in force for five years from that date.

The agreed terms shall be incorporated in a formal settlement under the Industrial Disputes Act, 1947.

PART - II

RECOGNITION OF TRADE UNION:

Industrial democracy demands recognition of a Trade Union. LIC must immediately take steps to recognize the union enjoying the majority support of Class-III and IV employees.

PARTICIPATIVE MANAGEMENT:

The employees have been making enormous contribution to the growth and prosperity of the Corporation. They have also been extending support to meet the challenges of the competitive environment. The interests and future of the employees are linked to the interests and future of the Corporation. Hence, the employees must have a voice in the Corporate decisions. The representative of the majority union should find a place in the Board of Directors of LIC.

PART - III

01. AMENITIES

All the commitments made during the last wage revision on number of working days, enhancing limit of accumulation of PL and introduction of Paternity Leave should be honored without further loss of time.

LEAVE TRAVEL CONCESSION: The LTC rules should be simplified and the scheme shall be improved. All class III & IV employees shall also be entitled to travel by 2nd A/C irrespective of their Basic pay.

A scheme for encashment of un-availed LTC should be introduced.
Foreign Travel under LTC shall be restored.

MEDICAL BENEFIT: The Cash medical benefit shall be increased substantially.

All the employees and their dependent family members, aged 40 years and above shall be entitled for Master health checkup periodically and the full cost shall be reimbursed.

The limit of coverage under the Group Mediclaim Scheme should be substantially increased. The entire premium should be borne by the Corporation.

02. ADVANCES

VEHICLE ADVANCE: Vehicle advance shall be granted to the employees at least THREE times during the service. The full cost of the vehicle shall be the advance which shall be at the concessional rate of interest. The employee shall have the choice of availing the advance either for two wheeler or for four wheeler according to his or her need.

03. LEAVES

ACCUMULATION OF PL : Accumulation of PL shall be allowed up to 300 days.

SPECIAL LEAVE FOR WOMEN : Women employees suffering from serious gynecological problems relating to menopause shall be entitled to Special Leave.

CHILD CARE LEAVE : A Child Care Leave for a period of Two Years shall be granted to women employees.

SICK LEAVE : An employee shall be entitled to Sick Leave of 30 days on full pay for each completed year of service. There shall be a provision for granting sick leave in advance to be adjusted against future accrual. Further, the converted sick leave shall be without any limit.

EXISTING RIGHTS AND PRIVILEGES

Nothing contained in this Charter of Demands shall adversely affect or take away from any employee or group of employees' rights, privileges, usages, practices, conventions, amenities or other conditions of service that are already vested in or enjoyed by such employee or group of employees.

The All India Insurance Employees' Association reserves the right to add, alter or amend any demand in this charter as may be found necessary at any later date.

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