

## CHAPTER VIII

### REWARDS AND PENALTIES

#### Article 27 : Rewards

Rewards are of two kinds :

- a. Non-Pecuniary :
  - Congratulations recorded in the employee's file.
  - Promotion in Grade.
- b. Pecuniary :
  - Special bonuses.
  - Increase in Salary.

#### Article 28 :

Management grants the rewards enumerated in Article 28 to employees who distinguished themselves in their production, loyalty and discipline, pursuant to a report made by their superiors.

#### Article 29 : Penalties

1- Penalties are as follows :

- Written notice registered in Employee's file.
- Written blame registered in Employee's file.
- Written warning registered in Employee's file.
- Complete deprivation of regular increase in salary.
- Dismissal from service in accordance with Article 74 of the Lebanese Labor Code

2- The enumeration of the penalties in the order given above does not constitute, in any event, sequences which should be followed in the implementation of the penalties. A single mistake may call for the implementation of several such penalties simultaneously.

3- Centralization of penalties

- A special department shall be constituted at the general secretariat of the Association of Banks, called "Centralization of penalties", under the auspices of the General Secretary; whereby copies of important penalties which the managements of banks address to their employees of whatever category are documented.
- "Centralization of penalties" should include only penalties related to complete deprivation of annual increase and above.
- The managements of banks have to send copies of each of the mentioned penalties to the General Secretary in a sealed envelope marked : "confidential".
- The President of the Federation of Banks Employees or a nominee from the members of the Federation Board, has the right to request from the General Secretary, to look into any file available at the "Centralization of Penalties" Department, whenever the need arises.