

## CHAPTER IX

### TERMINATION OF SERVICE

#### **Article 30:**

1- An employee's service is terminated in the following instances:

- Resignation.
- Discharge from service.
- Dismissal from service.
- Attaining of the legal age, which is sixty four years for both males and females.
- Death.

The retirement legal age, as stipulated above, is not applicable on the Banks whose internal regulations stipulate a higher age limit.

2- The employee affiliated to the end of service branch of the National Social Security Fund "NSSF" and upon liquidating his/her rights shall benefit upon departure from an exceptional bonus equivalent to:

- five (5) months' salary if the employee has served in the same bank for a continuous period varying between 25 to 30 years.
- six (6) months' salary if the employee has served in the same bank for a continuous period exceeding 30 years.

3- Whereas the "NSSF" operates a mandatory settlement of the end of service indemnity due to the employee who joined the scheme when he/she attains the age fixed by the "NSSF's" regulations, the end of service indemnity for the years exceeding the limit of age as fixed by "NSSF" until the actual termination of the employment shall remain the liability of the Bank which should pay the employee of whatever grade upon the termination of his/her services the equivalent of one month salary for each year of service following the date adopted to settle his/her dues with the "NSSF". For the implementation of the above provision, a part of a year shall be considered as one complete year.

## ***RESIGNATION***

### **Article 31:**

Any employee of whichever category can tender his/her resignation at any time, but cannot leave his/her work until after the acceptance of the resignation or upon the elapse of the legal notice.

### **Article 32:**

A resigning employee, of whichever category, and who is not a member of the National Social Security Fund is entitled to termination of service indemnity in full.

The resigning employee will be paid half the indemnity due to him/her immediately upon his/her leaving the work, and the other half upon the elapse of three months and after ascertaining that the employee did not work, during the said interval, with another bank in Lebanon.

Regarding the employee who spent in the service twenty years or more, the full indemnity will be paid to him/her unconditionally at the rate of one month's salary for each year of service.

## ***DISCHARGE OF SERVICE***

### **Article 33:**

An employee of whichever category, who is not a member of the "NSSF", and who is discharged from the service, is entitled to an indemnity equal to one month's salary for each year of service, without limitation.

### **Article 34:**

In the event of dismissal of an employee from service for any reason in accordance with the Law, he/she is not entitled to any indemnity.

## ***DEATH***

### **Article 35:**

- 1- In the event of death of the employee of whichever category who is not a member of the “NSSF”, the full indemnity will be paid to his/her legal heirs as designated by decree N°. 8496, dated 2/8/1974.
- 2- An additional indemnity will be paid to the family of the deceased employee equal to his/her salary for three months, with a minimum of LBP 3,000,000. – (three millions Lebanese Pounds) as funeral expenses, regardless of whether the employee is a member of “NSSF” or not.
- 3- In case of the death of employee’s wife or one of his/her dependents who are under his/her custody, the employee shall benefit from an assistance equivalent to a month salary, and this assistance cannot be less than LBP 1,500,000. – (one million five hundred thousand Lebanese Pounds)

### **Article 36: Calculation of Indemnities**

The indemnities provided for in this Chapter (Termination of service) shall be calculated on the following basis:

- One-twelfth of the total amounts received by the employee, on the basis of the last month salary, the allowances, as well as the pecuniary and in-kind benefits during the last year of service.
- The employee is also entitled to his/her salary for the legal notice period in case he/she was not kept on duty during the period of notice.
- Part of a year of service shall be considered as one complete year.