

## HALTING ALLOWANCE

### 18. Halting Allowance

a) In modification of Clause 26 of the Settlement dated 11<sup>th</sup> November, 2020, with effect from the date of this settlement, halting allowance shall be payable at the following rates for the days spent on duty outside the headquarters and where Lodging expenses are not claimed / reimbursed:

	(A)	(B)	(C)
	<b>Places with population of 12 lakhs and above and States of Goa</b>	<b>Places with population of 5 lakhs and above, State Capitals/ Capitals of Union Territories not covered in column (A)</b>	<b>Other Places</b>
<b>Clerical Staff</b>	Rs. 1500/- per diem	Rs. 1350/-per diem	Rs. 1000/-per diem
<b>Subordinate Staff</b>	Rs. 1100/- per diem	Rs.900/- per diem	Rs.600/- per diem

19



b) Provided that an employee can also claim lodging expenses reimbursement by production of hotel rent receipt subject to ceilings prescribed hereunder:

	(A)	(B)	(C)
	<b>Places with population of 12 lakhs and above and States of Goa</b>	<b>Places with population of 5 lakhs and above, State Capitals/ Capitals of Union Territories not covered in column (A)</b>	<b>Other Places</b>
<b>Clerical Staff</b>	Rs.3000/- per day	Rs.2500/- per day	Rs.2000/- per day
<b>Subordinate Staff</b>	Rs.1500/- per day	Rs.1250/- per day	Rs.1000/- per day

c) Provided further that in such cases of reimbursement of hotel rent, boarding charges at 35% of the halting allowance shall be payable.

d) In centres / stations with population of 12 lacs and above, halting allowance as provided under (a) above shall be payable to an employee upon deputation to another office / branch, within the same municipal limits / urban agglomeration, if the distance of such deputation is 20 km and more from the parent branch / office.

## **HALTING ALLOWANCE CONT...**

Where the period between the time when a workman commences work on that day and the time at which he returns to his headquarters from outstation duty, exceeds his normal working hours, plus the recess interval, the concerned workman shall be entitled to the full halting allowance as applicable to him. However, in such cases, the concerned workman shall not be entitled to any overtime allowance.

(Clause 9.13 BPS dated 19.10.1966)

In the case of drivers who are required to drive the vehicle on outstation duties, overtime wages for the period of actual driving beyond their normal working hours shall be paid to them in addition to Batta/ Halting allowance at the rates applicable to them.

(Clause II(h) BPS dated 8.11.1973)

(Clause III(h) BPS dated 8.11.1973)

If a workman is temporarily transferred to a nearby place, where Batta is payable, and the Bank has asked him to return to his place every day, he will be entitled to travelling expenses as per entitlement under the rules in addition to Batta.

(Clause III(g) BPS dated 8.11.1973)

### **DEFENCE REPRESENTATIVE:**

If the representative defending the employee is an employee of the same Bank at an outstation Branch within the same state, he shall be relieved on special leave (on full pay and allowance) to represent the employee and be paid one to and fro fare. The class of fare to which he will be entitled would be the same as while travelling on duty. In case of any adjournment at the instance of the Bank/enquiry Officer he may be asked to resume duty, and if so, will be paid fare for the consequential journey. He shall also be paid full halting allowance for period he stays at the place of enquiry for defending the employee as also for the days of journey/s, which are under taken at Bank's cost.

**Refer: 1<sup>st</sup> BPS dt 19.10.66, 3<sup>rd</sup> BPS dt 08.11.73, Cl.6.84 of Desai Award & Cl.18 of 12<sup>th</sup> BPS:**

Members are entitled to up and down travelling expenses in addition to Overtime Wages or Batta or Halting Allowance as applicable.

Place of deputation branch or office	Work commenced and completed within the Business Hours (Within the Working Hrs)	Work commenced prior to business hour or completed after the business hours (Beyond Working Hrs)
<b>Within the panchayat/</b> municipal/ corporation/cantonment limit and the distance is <b>less than 5 KM</b>	NO Halting allowance NO Batta (50% of Halting Allowance) is eligible.	Overtime wages is eligible.
<b>Outside the panchayat/</b> municipal/ corporation/cantonment limit and the distance is <b>less than 5 KM</b>	NO Halting allowance NO Batta (50% of Halting Allowance) is eligible.	Overtime wages is eligible.
<b>Outside the panchayat/</b> municipal/ corporation/cantonment limit and the distance is <b>more than 5 KM</b>	Batta (50% of Halting Allowance) is eligible.	Full Halting Allowance is eligible
In Centres/stations above 12 Lakhs population, within the <b>municipal/ urban agglomeration</b> and distance is <b>20 KM and above</b>	Batta (50% of Halting Allowance) is eligible.	Full Halting Allowance is eligible

**DESAI AWARD:** 6.84. Halting allowance is intended to cover the ordinary daily expenses incurred by an employee when an employee is absent from headquarters on duty. It is not intended to yield any profit. The expenses incurred by employees when absent from headquarters on duty do not vary according to the working funds of the banks in which they are employed and it is desirable that all classes of banks should pay halting allowance at the same rate in the same area.

**Source: 1<sup>st</sup> BPS, 3<sup>rd</sup> BPS and 12<sup>th</sup> BPS 8-3-24 – Website of Federation of Bank of India Staff Union**