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The Gazette of the Democratic Socialist Republic of Sri Lanka

EXTRAORDINARY

අංක 2466/20 – 2025 දෙසැම්බර් මස 10 වැනි බදාදා – 2025.12.10
No. 2466/20 – WEDNESDAY, DECEMBER 10, 2025

(Published by Authority)

PART I: SECTION (I) – GENERAL

Government Notifications

My No: CI/1353

THE INDUSTRIAL DISPUTES ACT, CHAPTER 131

THE Collective Agreement entered into between **Keells Food Products PLC -No. 117, Sir Chittampalam A Gardiner Mawatha, Colombo 02** of the one part and **Ceylon Mercantile, Industrial and General Workers' Union No. 03, Balatampoe Lane, Colombo 03** of the other part on **18th November 2024** is hereby published in terms of Section 06 of the Industrial Disputes Act, Chapter 131, of the Legislative Enactments of Ceylon (Revised Edition 1956).

H.M.D.N.K. WATALIYADDA
Commissioner General of Labour

Department of Labour,
Labour Secretariat,
Colombo 05
21st November, 2025.

COLLECTIVE AGREEMENT NO. 45 OF 2024



COLLECTIVE AGREEMENT 2024/2026

Keells Food Products PLC

&

The Ceylon Mercantile, Industrial & General Worker's Union (CMU)

COLLECTIVE AGREEMENT

Agreement entered into on this 18th (Eighteenth) day of November 2024, between Keells Food Products PLC a Company duly registered in Sri Lanka, having its registered office at No. 117, Sir Chittampalam A Gardiner Mawatha, Colombo 02 (hereinafter referred to as the 'Employer') and the Ceylon Mercantile, Industrial and General Workers' Union (CMU), a duly registered Trade Union in Sri Lanka and having its registered office at No.3, Balatampoe Lane, Colombo 3 (hereinafter referred to as the 'Union').

Whereas the Union and the Employer after a series of discussions with regard to revision of the terms and conditions of employment have agreed on the following Agreement.

1. The terms of this Agreement shall cover and bind the Employer, the Union and Members of the Union employed in a manual capacity in the production facility at No.16, Minuwangoda Road, Ekala, Ja-Ela. (hereinafter referred to as the "Factory") Provided however, Clause 1-3 will only be applicable to those members of the Union employed in a manual capacity in the Factory of the Employer on permanent monthly contracts of employment (hereinafter referred to as "the Employees").
2. The Agreement shall take effect from 01.11.2024 and shall remain in force unless otherwise terminated by either party by giving one month's written notice to the other, provided however, that neither party shall give such notice of termination prior to 01.10.2026 and the termination shall not take effect until 31.10.2026.
3. The Employer agrees to revise the salaries of Employees covered and bound by this Agreement during the period of the Agreement as follows:
 - 3.1 With effect from 01.11.2024 a sum equal to 10% of the basic salary paid to an employee as at 31.10.2024 shall be added to the salary of such employee except 15 no of employees mentioned in Schedule I hereto.
 - 3.2 With effect from 01.11.2025 a sum equal to 9% of the basic salary paid to an employee as at 31.10.2025 shall be added to the salary of such employee
 - 3.3 With effect from 01.11.2024 the minimum basic salary will be adjusted as listed in Schedule I and therefore a lump sum shall be added to the basic salary paid to an employee as at 31.10.2024.

4. Daily Attendance Allowance

4.1 Daily Attendance Allowance payable to employees shall be as follows:

Krest & Transport Department	Rs. 400.00
Other Departments	Rs. 600.00

4.2 This allowance will be paid for those who are required to report for work on OT on Weekdays/ Saturdays/ Sundays/ other Holidays *etc.*

4.3 In the event of an Employee absents for half day shall be paid 50% of the Daily Attendance Allowance.

4.4 In the event an Employee absents him/herself on approved leave (Annual/Casual/ Sick/ Lieu Leave/ Accident Leave), such Employee shall not be eligible to receive the Daily Attendance Allowance for the day on account of such absence, *i. e.* An Employee should physically be present at work, to qualify for this payment.

4.5 The Daily Attendance Allowance payment for extended working hours shall be as follows:

	Other departments	Krest & Transport departments
Extended Shift 1	Rs.150.00	Rs.100.00
Extended Shift 2	Rs.300.00	Rs 200.00

Extended Shift 1 - Any employee after working for 50% or more than of the extended shift

Extended Shift 2 - Any employee after working for 100% or more than of the extended shift

5. With effect from 01-11-2024, value of a performance based annual increment pertaining to each grade will be as follows.

Grade 1	Rs.100.00
Grade II	Rs. 120.00
Grade III	Rs 140.00

6. 6.1 The Cold Room Allowance will be Rs.88.02 in respect of employees who are engaged to work in the cold rooms.

6.2 The slaughter allowance will be Rs. 400.00 per day in respect of employees who engage slaughtering work

7. Drivers/ Cleaners' Batta:

Traveling outside over 3 hours leaving between 11:00 a.m. and 12:30 p.m. and returning after 2.00 p.m. Eg. leaving at 11:00 a.m. and returning 2:00 p.m.	Rs 99.83
Colombo Negombo over 4 hours trip	Rs 181.50
Kandy, Bentota over 8 hours	Rs. 249.56
Kandy, Bentota less than 6 hours	Rs 162.44
Avissawella	Rs.162.44
Anuradhapura 1 st day	Rs. 312. 18
Anuradhapura 2nd day	Rs. 312.18
Matara One days trip	Rs. 449.21
Matara Two days tip	Rs. 624.36
Matara Two days trip	Rs. 873.92
Bandarawela Two days trip	Rs. 624 36

8. In respect of employees working in the Krest Section the production related attendance bonus will be paid in the following manner, subject to the production norms already agreed by parties in the Memorandum of Settlement under Section 12 (1) signed before the Commissioner General of Labour on 08-11-2001:-

The payment rate will be Rs. 160/- per day.

The present rates of payment in respect of the production levels will remain unchanged.

9.

- 9.1 The Union and the Employees will endeavor to achieve total production of 57,500Kgs within 22 days of the month to become eligible for the Elephant House factory Incentive Scheme with agreed work points following the VRS dated 31.10.2013.

- 9.2 It is also agreed by parties that the Schedule II dated 31.10.2022 will be part and partial of this agreement.

10.

- 10.1 Casual workers will be deployed as per need basis and their rate will be determined as per market rates.


- 10.2 Minimum basic salary of Employees will be revised to Rs 30,000/- from 01.11.2024. Such Employees will be required to work in any section within the Factory on a need basis to cover absenteeism/ vacancies.

11. It is also hereby agreed between the parties that the provisions of the Agreement dated 14.11.2000 and the provisions of the Memorandum of Settlement entered into between the parties before the Commissioner General of Labour under Section 12(1) of the Industrial Disputes Act on 08.11.2001 relating to work arrangements, allowances, batta rates (subject to mutually agreed amendments) and the Dispute Settlement Procedure will remain in force during the period of this Agreement, subject to any revision as set out in this Agreement.

12. In the event of there being a significant change to the present operating model at the Factory, which is also likely to affect employee numbers, it would discuss such matters with the union.
13. During the continuance of this Agreement neither party will attempt to vary, alter or add to any of the terms and conditions or benefits currently applicable to the employees other than by mutual agreement and the union shall not resort to any form of trade union action on such matters.

In witness whereof, the Common Seal of Keells Food Products PLC has been affixed and the authorized signatory of the Ceylon Mercantile, Industrial and General Workers' Union has set his hand hereunto and two others on this 18th day of November 2024

Common Seal of Keells Food Products PLC
was affixed in the presence of

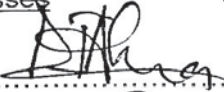

.....
Daminda Gamlath
Director / President
Consumer Foods Sector


.....
Viranga Wickramaratne
Chief Executive Officer
Keells Food Products PLC

Witnesses

Keells Food Products PLC

**No. 16, Minuwangoda Road,
Ekala, Ja-ela.**


1. 
.....
Imani Perera, Head of Human Resources, Consumer Foods Sector

2. 
.....
Thilina Abeygunawardena, Head of Operations, Keells Food Products PLC

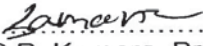
Authorized Signatory for the
Ceylon Mercantile, Industrial and General Workers' Union


.....
S. Palaninathan, General Secretary

Witnesses

1. 
.....
U.G. Mahinda, Branch President

2. 
.....
R.M.C. Padmalal, Branch Secretary

3. 
.....
B.S.P. Kumara, Branch Vice President

6A

I කොටස: (I) ඡේදය - ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ අති විශේෂ ගැසට් පත්‍රය - 2025.12.10

PART I: SEC. (I) - GAZETTE EXTRAORDINARY OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA - 10.12.2025

SCHEDULE I

EPF No.	NAME	EXISTING BASIC SALARY	PERCENTAGE	INCREMENT	ADDITIONAL AMOUNT	PROPOSED BASIC SALARY
1492	WPSH FERNANDO	30133.00	10.0%	3013.30	1000.00	34146.30
1558	KCL FERNANDO	29946.00	10.0%	2994.60	1000.00	33940.60
1565	LDP PERERA	29325.00	10.0%	2932.50	1000.00	33257.50
1579	IAS MADUKA	29336.00	10.0%	2933.60	1000.00	33269.60
1616	BNM MENDIS	29848.00	10.0%	2984.80	1000.00	33832.80
1638	MDS ROHAN	29710.00	10.0%	2971.00	1000.00	33681.00
1690	KPJ FERNANDO	29381.00	10.0%	2938.10	1000.00	33319.10
TOTAL		207679.00	10.0%	20767.90	1000.00	235446.90

EPF No.	NAME	EXISTING BASIC SALARY	DIFERANCE	PROPOSED BASIC SALARY
1604	BRSS GIMHAN	28644.00	3356.00	32000.00
1726	L A HARSHA DILANKA	28352.00	3648.00	32000.00
1793	P K D N MISKITHA	27969.00	4031.00	32000.00
1845	W T G A BUDDHIKA	26666.00	5334.00	32000.00
1880	P D H W L RUKLANTHA	26229.00	5771.00	32000.00
1974	A G B JESON	26218.00	5782.00	32000.00
1976	R R W K R M B S PEKANAYAKE	26329.00	5671.00	32000.00
2091	K R S FERNANDO	24631.00	7369.00	32000.00

SCHEDULE II

Elephant House Factory Incentive Scheme

Entire plant must achieve a minimum target of 57,500.00 kgs in a month (Only during the weekdays assuming 22 weekdays a month) the scheme shall be as follows:

Total Production	Daily Production Incentive
Below 57,500 kgs	
57,500 Kgs - 59,999 kgs	Rs. 200/-
60,000 kgs	Rs. 400/-
Above 60,000 kgs	Rs. 15/- shall be paid to Base Rate of Rs. 400/- for every 1,000 kgs

My No.: CI/1812

THE INDUSTRIAL DISPUTES ACT, CHAPTER 131

The Addendum to the Collective Agreement entered into between **Bank of Ceylon - No. 01, Bank of Ceylon Mawatha, Colombo 01** of the one part and **Ceylon Bank Employee's Union- No. 20, Temple Road, Maradana, Colombo 10** of the other part on **02nd April 2025** is hereby published in terms of Section 06 of the Industrial Disputes Act, Chapter 131, of the Legislative Enactments of Ceylon (Revised Edition 1956).

H.M.D.N.K. WATALIYADDA,
Commissioner General of Labour.

Department of Labour,
Labour Secretariat,
Colombo 05,
21 November, 2025.

COLLECTIVE AGREEMENT No. 13 OF 2025

BANK OF CEYLON

ADDENDUM TO THE COLLECTIVE AGREEMENT DATED 16.07.2024
(FOR THE PERIOD 01.01.2024 TO 31.12.2026)

BETWEEN

BANK OF CEYLON

AND

CEYLON BANK EMPLOYEES' UNION

02ND APRIL 2025

ADDENDUM TO THE

COLLECTIVE AGREEMENT DATED 16.07.2024

(For the period 01.01.2024-31.12.2026)

Between

BANK OF CEYLON of No. 1, "BOC Square", Bank of Ceylon Mawatha, Colombo 01.

of the One Part

And

CEYLON BANK EMPLOYEES' UNION, No. 20, Temple Road, Maradana, Colombo 10
of the other part

This Addendum to the Collective Agreement dated 2nd day of April Two Thousand and Twenty five is made and entered into at Colombo between the Bank of Ceylon, a Banking Corporation duly established under the Bank of Ceylon ordinance (Cap. 397 Chap.) and having its Head Office at "BOC Square, No. 01, Bank of Ceylon Mawatha, Colombo 01 (hereinafter referred to as **"the Bank"**) of the one part and the Ceylon Bank Employees' (hereinafter referred to as **"the Union"**) Union of the other part.

WHEREAS the Bank and the Union has entered into a Collective Agreement dated 16th July 2024 for the period 01.01.2024 to 31.12.2026 (hereinafter referred to as **"the Collective Agreement"**)

AND WHEREAS by this Addendum to the Collective Agreement dated 16th July 2024, the parties hereto agree to finalize the terms and conditions regarding Non-Salary Benefits and other allowances of the employees of the Bank covered therein morefully described in the first and second schedules hereto.

This Addendum shall be and is incorporated into the Collective Agreement dated 16th July 2024 and shall be an integral part of the aforesaid Collective Agreement.

THE FIRST SCHEDULE ABOVE REFERRED TO NON SALARY BENEFITS

1.0 The Following Allowances/ Incentives will come into effect from 01st January 2024 in the case of categories employees specified under each of the following sub categories.

1.1 PAYMENT OF CASH RISK ALLOWANCES TO TELLERS INCLUDING THOSE INVOLVED IN PAWNING SERVICES.

The Tellers and Staff Assistants who are called upon to bear the cash risk will be paid an incentive of Rs. 225/- per day on which such work is performed subject to a maximum of Rs. 4,500/- per month.

1.2 TELLER AUTHORITY ALLOWANCE

Those appointed, as Tellers and exercising such duties by opening a till will be paid an allowance of Rs. 225/- per day on which such work is performed subject to a maximum of Rs. 4,500/- per month.

1.3 CHIEF TELLER AUTHORITY ALLOWANCE

Those appointed, as chief Tellers and exercising such duties will be paid an allowance of Rs. 270/- per day on which, such work is performed subject to a maximum of Rs. 5,400/- per month.

1.4 DEVELOPMENT ASSISTANT ALLOWANCE

Development Assiatant will be paid an allowance of Rs. 3,325/- per month.

1.5 DIFFICULT STATION ALLOWANCE

Employees who are serving in Branches categorized as uncongenial or highly uncongenial will be paid an incentive as give below on a monthly basis subject to review and re- categorization of the existing difficult stations.

Grade	Highly Un - Congenial (Rs.)	Un- Congenial (Rs.)
Grade of Assistant Manager & Above	4,400/-	3,350/-
Other Officer Grades including Secretary Grade III (Closed Service)	3,600/-	3,000/-
Staff Assistant & parallel grades	3,000/-	2,360/-
Below Staff Assistant Grade	2,360/-	1,800/-

1.6 DISTURBANCE ALLOWANCE

Employees who are not on shift duty but called upon to report for duty before 6.30 a.m. will be paid a disturbance allowance as follows;

Grade	Amount
Assistant Manager and above	Rs. 575/- per day
Staff Assistant to Executive Officer	Rs 475/- per day
Below Staff Assistant Grade	Rs. 380/- per day

1.7 KEY HOLDING ALLOWANCE

Key Holding Allowance of Rs. 160/- per day subject to a maximum of Rs. 3,200/- per month for those who are called upon to bear such duties.

1.8 OUT OF POCKET ALLOWANCE

Officers in the Grade of Junior Executive Officer and above up to the Chief Manager Grade who are called upon to work on week days after normai office hours or on week-ends/holidays will be paid at following hourly rates subject to a limit of 2 hours on week days and 8 hours on week-end/holiday

Grade	Rate per hour
Chief Manager	Rs. 1,375/-
Senior Manager	Rs. 1,250/-
Manager	Rs. 1,120/-
Assistant Manager	Rs. 1,020/-
Exective Officer	Rs. 940/-
Junior Executive Officer	Rs. 880/-

The hourly rate paid for work performed on week-ends and holidays subject to a maximum of 8 hours per day will be 1 1/2% (one and half) times the above rates.

The Bank shall develop a system where day-to-day work could be finished within the normal working hours, so late hour work and week-end/ holiday work is not encouraged.

1.9 Payment to Trainee Staff for after hours and Week-End/Holiday Work

Trainee staff who are called upon to work on week days after normal office hours or on week-end/holidays will be paid at following hourly rates.

Grade	Rate per Hour
Management Trainee and Parallel Grades	Rs. 450/-
Trainee Staff Assistants and Parallel Grades	Rs. 200/-
Trainee Secretarial Asst. / Trainee Typist	Rs 160/-
Trainee Multiduty Assistant,	Rs. 125/-

* In case of Management Trainees, the payment will be subject to the limitation of 02 hours on week days and 08 hours on week-end/holidays

1.10 ENTERTAINMENT ALLOWANCE

The Officers in the grades of Senior Manager to Chief Manager are eligible for entertainment allowance as below on monthly basis

Grade	Amount (Rs.)
Chief Manager	Rs 500/-
Senior Manager	Rs 350/-

THE SECOND SCHEDULE ABOVE REFERRED TO MEDICAL ASSISTANCE SCHEME

Reimbursement of Medical Expenses will be made in terms of existing regulations subject to the limits specified below which shall come into effect from 01.01.2024.

Limits

A. Hospitalization

	Executive Grades (Rs.)	Officer Grades (Rs.)	Clerical Grades (Rs.)	Other Grades (Rs.)
Medical (AI) & Surgical (All)	364,500/-	324,000/-	283,500/-	263,250/-
Maternity (All)				
(a) Normal/Forceps All (1)	68,850/-	61,560/-	54,000/-	52,650/-
(b) Caesarean All(2)	109,350/-	101,250/-	94,500/-	91,800/-

B. Non-Hospitalization

		Executive Grades (Rs.)	Officer Grades (Rs.)	Clerical Grades (Rs)	Other Grades (Rs.)
(i)	Treatment given by Specialists (BI)	70,000/-	70,000/-	70,000/-	70,000/-
(ii)	Routine (BII)	65,800/-	65,800/-	57,400/-	57,400/-
(iii)	Test & Special Services (BI I)	49,000/-	49,000/-	49,000/-	49,000/-
(iv)	Corrective Treatment/ Appliances (BIV) (Limitation on Spectacles Rs. 56,000/-)	63,000/-	63,000/-	63,000/-	63,000/-

If one or more of Categories B(I), B(III) and B(IV) are exhausted, unutilized portion of B(1),B(11), B(III) or B(IV) can be used.

C. Special Category

	Executive Grades (Rs.)	Officer Grades (Rs.)	Clerical Grades (Rs.)	Other Grades (Rs.)
Category C1 (A)				
Grave Illness	1,250,000/-	1,250,000/-	1,250,000/-	1,250,000/-

Once in life time to the staff member and to one other family member so that the total claim either by the staff member or the other member of the family or both should not exceed **Rs. 1,250,000/-**.

Category C1 (B) * Rs. 210,000/- will be paid for continued medication for critical illness under the Special Category. Payments under this category will be made **once and for all**.

- * Payments under the C1 (B) category will only be made to those who have made claim under the CI (A) category. Claims under the CI (B) category should be made separately to claims under the CI (A) category. Category CI (A) and CI (B) cannot be claimed together at the same time.

**D. Continued Medication for Grave Illnesses/
Major Surgeries under Special Category (CII)** } Rs. 154,000/-(Annual Limit)

(i.e. Heart Surgery, Kidney, Liver, Lung Transplant, Brain Surgery or any other major surgery)

E. Travelling (All Grades) (D) Rs. 9,440/-

F. Probationers/Trainees (E) Rs 40,000

G. Maternity in Government Hospitals (All Grades)

Normal/Forceps (F₁N) - Rs. 43,200/
Caesarian (F₁C) - Rs. 66,000/-

H. Treatment at Government Hospitals (All Grades) (under Hospitalization Category)

General (G₁G) - Rs 5,280/- (Per day)
Surgical (G₁S) - Rs. 6,960/-(Per day)

(Payment is limited to a maximum period of 30 days)

Disabled children will be enrolled in the Medical Assistance Scheme irrespective of age.

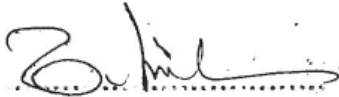
IN WITNESS WHERE OF Kavinda Menaka Lakshana de Zoysa (the Chairman), Warnasooriya Patabendige Russel Padmaraj Hemath Fonseka (the General Manager) of Bank of Ceylon have placed their signatures as the authorized signatories of Bank of Ceylon and Channa Sirinath Dissanayake and Senanayake Mudiyanaselage Amaranath Ranjan Senanayake the duly authorized office bearers of the Ceylon Bank Employees' Union have placed their signatures here to and to three others of the same tenor and date as these present on the date and the year first above written,

For and on behalf of the

BANK OF CEYLON

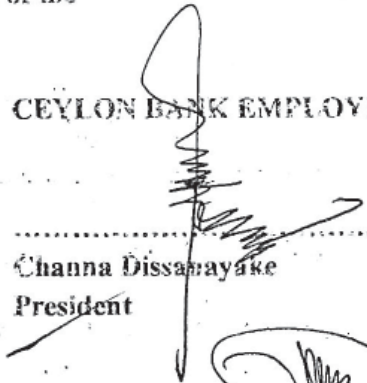


Kavinda de Zoysa
Chairman

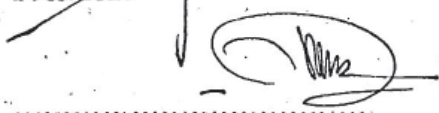


W P R P H Fonseka
General Manager

CEYLON BANK EMPLOYEES' UNION




Channa Dissanayake
President




Ranjan Senanayake
General Secretary

Witness to the above Signatories



K A D Wijayawardane
Deputy General Manager
(Human Resource)

Classification: Public



Anuradha Niraj Peter
President
Bank of Ceylon Branch Union of CBFU

THE INDUSTRIAL DISPUTES ACT. CHAPTER 131

The Collective Agreement entered into between **De La Rue Lanka Currency & Security Print (pvt) Limited - Export Processing Zone, Biyagama, Malwana** of the one part and **Inter Company Employees Union- No.10, Council Avenue, Dehiwala** of the other part on **23rd January 2024** is hereby published in terms of Section 06 of the Industrial Disputes Act, Chapter 131, of the Legislative Enactments of Ceylon (Revised Edition 1956).

H.M.D.N.K. WATALIYADDA
Commissioner General of Labour

Department of Labour,
Labour Secretariat,
Colombo 05,
21st November, 2025.

COLLECTIVE AGREEMENT NO. 44 OF 2024

COLLECTIVE AGREEMENT

This Collective Agreement made on this 23rd January 2024, pursuant to the Industrial Disputes Act, between De La Rue Lanka Currency & Security Print (Pvt) Limited, a Company incorporated under the laws of Sri Lanka, having its principal place of business at Export Processing Zone, Biyagama, Malwana of One Part (hereinafter referred to as “the Employer”), and the Inter Company Employees Union, a Trade Union registered under the laws of Sri Lanka, having its registered office at No. 10, Council Lane, Dehiwala, of the Other Part, (hereinafter referred to as “the Union”) witnesseth and it is hereby agreed between the parties as follows:

1. ***Parties to be covered and bound***

This Agreement shall cover and bind De La Rue Lanka Currency & Security Print (Pvt) Limited, the Inter Company Employees Union and employees of the Employer in manual grades on permanent monthly contracts of employment (hereinafter referred to as “Employees”).

2. ***Date of Operation and Duration***

This Agreement shall be effective for a period of 24 months from the 1st day of July 2023 and shall be in force till 30th of June 2025 and shall thereafter continue to be in force unless it is repudiated by either party giving one month’s notice in writing to the other, provided however, that neither party hereto shall give such notice to the other before the 30th day of June 2025.

All parties agreed to put forward their proposals for renewal of the Collective Agreement, in writing, at least 6 months prior to expiry of the Agreement.

3. **Revision of basic salaries:**

(1) Salaries drawn by employees covered and bound by this Agreement shall be revised in the following manner:

1st year commencing from 1st July 2023	-	10%
2nd year commencing from 1st July 2024	-	10%

(ii) De La Rue believes in recognizing and rewarding the best performers, hence the Company at its discretion may grant additional rewards to best performers depending on the availability of budgetary allowances.

4. **Bonus**

Without prejudice to the claim of the Employer that bonus payments are *ex-gratia*, the Employer shall continue to pay two months' salary as annual bonus.

The hitherto practice with regard to the time of payment and deductions based on attendance, penalties made after a domestic inquiry, unauthorized absence shall continue. New employees shall enjoy the benefit of the bonus proportionately. The current practice of 25% forfeiture of annual bonus for disciplinary written warnings will continue.

5. **Production bonus**

(i) The Employer shall continue to make payment of a production bonus equivalent to one month's salary of an employee subject to the achievement of the conditions of SSQCDP which, will be published at the beginning of the financial year.

(ii) However, it is also agreed by the Employer to make payment on pro-rata basis of the production bonus in the event each of the said criteria is achieved based on the weights in percentages are mentioned against each criterion.

(iii) Parties agree that the Employer reserves its right to 10% of forfeiture on production bonus payable on account of written warnings issued after a proper investigation.

(iv) In addition to the above, the deduction from the production bonus shall also be made on account of absence and shall be pro-rated on a weekly basis. This condition shall be applicable for any period of absence over and above the stipulated leave entitlement. *E.g.*, Deduction of 1/52 of production bonus for every 5 days absence.

6. **Shift allowances:**

The shift allowances are as below.

1 st shift (6.00 a.m. to 2.00 p.m.)	-	Rs.150.00
2 nd shift (2.00 p.m. to 10.00 p.m.)	-	Rs. 200.00
3 rd shift (Night shift)	-	Rs.1000.00

7. Medical benefits

- i) **OPD** - With effect from 1st April 2022, the Employer shall reimburse expenses incurred by employees in respect of OPD treatment to a maximum of Rs.37,500/-per year and such amount shall be offered to each confirmed employee as a family unit.
- ii) **Hospitalization Insurance** - The Employer shall pay the premium for Hospitalization Insurance as a family unit, in respect of hospitalization up to a maximum of Rs. 150,000/- per employee per annum.

8. **Compassionate leave - leave for funerals**

The Company agrees to increase the leave for funerals from 2 to 3 days and in the event the funeral precedes a weekend or 'days off' the leave will be considered from the following working day, but it must be within 7 days of the death of the relevant family member. The family under consideration for the intents and purposes of the leave are as follows.

- Parents.
- Spouse
- Children
- Own siblings (brothers and sisters)
- Own maternal or paternal grandparents
- Mother-In-Law/Father-in-law

9. **Shift handover/take over time**

The shift handover/take over time to remain as ten (10) minutes in order to ensure smooth continuation of work between shifts. Effective shift times will be as follows,

1 st shift	-	5.55 a.m. to 2.05 p.m.
2 nd shift	-	1.55 p.m. to 10.05 p.m.
3 rd shift	-	9.55 p.m. to 6.05 a.m.

10. **Trade Union Action**

The Union and the Employees jointly and severally agree that they shall not, during the operation of this Agreement, take or resort to any form of Trade Union action in respect of any matter covered by this Agreement

Further, the Union agrees that in the event of any form of trade union action the uniformed security personnel will not put the site at risk by taking part in the trade union action. The uniformed security will at all times agree to follow the sites security procedures including instructions and guidance provided by the site's Security Manager and the Plant Manager or in absence of the Plant Manager the Acting Plant Manager with 100% compliance to ensure that the site is not at risk under any circumstance.

The uniformed security personnel agree to continue to report for duty and carry out their routine work responsibilities in full despite any form of collective action by the trade union. Additionally, the Security personnel agree to carry out and complete work/tasks that they are engaged in at the time of the industrial action both inside and outside the site until it is completed in line with normal or enhanced security procedures in full, e.g inspecting loading operations,

guarding or escorting duties will be carried out despite any trade union action, however, it is noted that new tasks of escorting and loading will not be undertaken during collective action. Utmost priority will be given to ensure the site's security is maintained during any form of collective action.

11. *Dispute Settlement Procedure*

- a) The Union and the Employees jointly and severally agree that any dispute/problem/issue that may arise between the parties, in respect of any matter not covered by this Agreement, to resolve such dispute/problem/issue in the manner provided in clauses (b) to (e) below,
- b) Whenever there is a dispute, a written statement of the dispute should be forwarded by the Union's Branch Committee to the Employer, and at 14 days given for the Employer to resolve the dispute. This letter should be date stamped by the HR and handed back into the Union Representative,
- c) If no satisfactory solution is found, the matter should be referred to the Parent Union and to The Employers' Federation of Ceylon (EFC) for the purpose of attempting to resolve the dispute.
- d) If after the discussion, the matter cannot be resolved by the intervention of the EFC and the Parent Union, the conciliatory proceedings under the Industrial Disputes Act should be followed.
- e) If after conciliation has failed in the Labour Department, the Union wishes to take Trade Union action, written notice should be given of not less than fourteen days (14) to the Employer and the EFC regarding such Trade Union action. For the avoidance of doubt, this is addition to the 14 days above in (b).

It is reaffirmed by parties to adhere to the dispute resolution procedure stated above in resolving any disputes.

12. *Co-operation between the parties*

- i) The Employer agrees to continue with the facility of remitting check off directly to the Union.
- ii) The Employer will continue to grant the facility of permitting the President and the Secretary of the branch to attend monthly meetings of the Union. The Employer also agrees to release not more than two employees to attend to Training Programmes/ Seminars conducted by the Union, not more than twice in each calendar year provided, however, that the Union requests in writing for this facility with sufficient notice to the Employer.
- iii) Employees agree to continue to extend their fullest co-operation in respect of enhancing productivity at the workplace, which include the following:
 - a) Employees will extend their fullest co-operation in respect of any change in work arrangements and shift operations to facilitate production requirements. The Employer agrees to discuss with the Union and the employees, proposed changes in work arrangements in advance.
 - b) Changes in relation to work arrangements and shift operations as currently practiced at the workplace. In this regard it is agreed by the Employer to discuss in advance with the Union and the employees, of any changes it proposes to implement in relation to work arrangements.

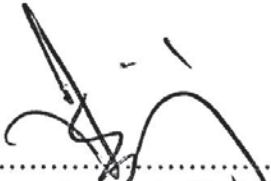
As such, the Union is agreeing that during periods where there is no work to run machines/ packing, the crew/s will remain at home unless otherwise the Company has work in other departments in Production to deploy them.

A prior communication will be done to the Union and the employees in this regard.

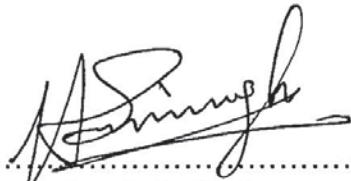
- c) Flexibility to move within currently practiced shift patterns to facilitate training and multi-skilling, manning of new machinery and production requirements will be continued and carried out to ensure optimization of human capital. *I.e.*, it is the prerogative of the management to move shifts around to ensure that the product/site security concerns are addressed.
- d) The Union has agreed that Uniformed Security Personnel vacancies which arise due to retirements/ resignations will not be backfilled by permanent cadres. Ten (10) vacancies will be backfilled by 3rd party security who will be engaged to over the period. This is in order to comply with the ISO14298 standards observations and non-conformances. The company accepts to facilitate the discussions to discuss any concerns which the union may have on third party security services.
- e) All vacancies arising on site will be recruited as per Group's Recruitment Policy. *I.e.*, failing to source for the right candidate internally will result in the Company sourcing the suitable candidate externally. In the interest of development of internal candidates, the applicants should be given feedback as to what/where they need to improve.
- f) All activities connected to the management of quality, environment, health and safety, implementation of international standards, continuous improvement, and training activities.
- g) All necessary measures in relation to handing over of work between shifts. In view of this undertaking, the Employer will continue to implement the present practice of granting a grace period of five minutes in the event the employee reports late.
- h) Taking all necessary measures by employees in the Maintenance Division in respect of breakdowns in order to minimize the impact on production including flexibility to work during factory shutdowns (New year, Wesak, Christmas and 4 other days, which will be agreed by both parties in November for the following calendar year) if required for annual maintenance and other maintenance matters.

In case of a dispute arising as to the interpretation of this Collective Agreement, the English original shall prevail.

In witness whereof the parties aforesaid have hereunto set their hands at Colombo on this 23rd day of January, Two Thousand and Twenty-Four.


.....
For and on behalf of:
**De La Rue Lanka Currency & Security
Print (Private) Limited**

Name : W.M.G.T.D Wijesinghe
Designation: Director


.....
For and on behalf of:
**Inter Company Employees
Union**

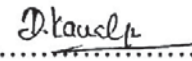
Name: Wasantha Samarasinghe
Designation: President of ICEU


&


.....
Name: **Derek Mansfield**
Designation: Director and Plant Manager




Witnesses 1:


.....
Danushki Kaushalya
Lead HR Business Partner, Sri Lanka
De La Rue Lanka Currency and Security
Print (Pvt) Limited.


.....
Kavinda Paranehewa
Branch President - ICEU

Witnesses 2:


.....
Prasad De Silva
Senior Assistant Director General
The Employers Federation of Ceylon


.....
Lakmal Danushka
Branch Secretary - ICEU