

Ref: Mktg./ZD/6/2013

12.02.2013

To

All Zonal Managers/Sr./Divisional Managers (In-charge) of Divisions
Principal MDC/ZTCs/STC/Audit Centers and Inspection Department

Re: Revision of Club Rules w.e.f Qualifying F.Y. 2010-11: Modifications in graded benefits for Higher Performance to Chairman's Club Members.

The Competent Authority has approved the following modifications in respect of Graded Benefits for Higher Performance to Chairman's Club Members as well as the increased maximum limits for telephone reimbursement as well as sales promotion gift items as given in revised Club Rules w.e.f Qualifying F.Y. 2010-11:

Sr. No.	Performance Slab (Agent has to fulfill both the conditions)		Basic Graded Office Allowance for performance slab	Increased Maximum Limit	
	Mandatory Condition	Optional Condition		Telephone Reimbursement (Inclusive of telephone reimbursement for CM's Club Members as detailed in Clause 17D (a) (i))	Sales Promotion Gift Items (Inclusive of amount reimbursable to CM's Club members as detailed in Clause 17E)
	No. of Lives in force	RC Paid or TC(RC+FYC) Paid in the qualifying year			
1	750	Rs.5,00,000 or Rs.7,50,000	Rs40,000/-	Rs 7,000/-	Rs 4,000/-
2	1,000	Rs.6,00,000 or Rs.10,00,000	Rs.45,000/-	Rs.8,000/-	Rs.5,000/-
3	1,250	Rs.7,50,000 or Rs.12,50,000	Rs 50,000/-	Rs 9,000/-	Rs 6,250/-
4	1,500	Rs.9,00,000 or Rs.15,00,000	Rs.60,000/-	Rs.10,000/-	Rs.7,500/-
5	1,750	Rs.10,50,000 or Rs.17,50,000	Rs 70,000/-	Rs 11,000/-	Rs 8,750/-
6	2,000	Rs.12,00,000 or Rs.20,00,000	Rs.85,000/-	Rs.12,000/-	Rs.10,000/-

In addition to the above modification it is hereby clarified as below:

- 1) **Basic Graded Office Allowance:** For purpose of calculation of graded office allowance, the office allowance mentioned in the above table is to be taken as the basic limit only.
- 2) **Additional office allowance for lesser lapsation:** While calculating the additional office allowance on account of lesser lapsation, the addition will be made on basic office allowance payable as per 17A (i) or basic graded office allowance as per eligibility.
- 3) **Computer Allowance:** In clause 17 A (i) it is also stated that Chairman's Club Member maintaining a personal computer shall be paid an additional office allowance at the rate of 5% of the amount in excess of the total commission over Rs.1,85,000 subject to a maximum of Rs.6,000/-. This allowance will be called computer allowance and will be paid separately hereafter.
- 4) While deciding the performance slab, the condition of No of lives in force is a mandatory condition. The agent may fulfill either the RC paid condition or the TC (RC+FYC) condition.
- 5) Reimbursement on account of telephone expenses and sales promotion gift is also revised herewith as mentioned for different slabs of basic graded office allowance in the table.
- 6) **The above modification will overrule all the earlier circulars/clarifications in respect of office allowance/graded office allowance and additional office allowance for lesser lapsation and maintenance of computer.**

You are requested to bring these modifications/clarifications to the notice of all the offices under your control.



Executive Director (Mktg./PD)