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GOVERNMENT NOTICE.

DEPARTMENT OF FINANCE.

No. R. 585.]

[17 April 1964.]

LAND AND AGRICULTURAL BANK OF SOUTH AFRICA.

STAFF REGULATIONS.

It is hereby notified for general information that the State President, under the powers vested in him by section *sixty-nine* (1) of the Land Bank Act, 1944 (Act No. 13 of 1944), has been pleased to approve, upon recommendation of the Board of the Land and Agricultural Bank of South Africa, of the following regulations governing the rights, privileges and duties of the staff of that bank.

P. R. PRETORIUS,

Managing Director, Land and Agricultural Bank of South Africa.

Pretoria.

The existing regulations are hereby repealed and the following substituted therefor:—

LAND AND AGRICULTURAL BANK OF SOUTH AFRICA.

STAFF REGULATIONS.

- Chapter I.—Definitions, interpretation of regulations, and official channels of communication.
- Chapter II.—Appointments, remuneration, and notice of termination of service.
- Chapter III.—Hours of attendance, discipline and penalty clauses.
- Chapter IV.—Land Bank Pension Fund.
- Chapter V.—Leave of absence.
- Chapter VI.—Subsistence allowance and transport charges.
- Chapter VII.—Subsidised fares for holiday purposes.

GOEWERMENTSKENNISGEWING.

DEPARTEMENT VAN FINANSIES.

No. R. 585.]

[17 April 1964.]

LAND- EN LANDBOUBANK VAN SUID-AFRIKA.

PERSONEELREGULASIES.

Vir algemene inligting word hiermee bekendgemaak dat dit die Staatspresident, kragtens die bevoegdheid hom verleen by artikel *nege-en-sestig* (1) van die Landbankwet, 1944 (Wet No. 13 van 1944), en soos aanbeveel deur die Raad van die Land- en Landboubank van Suid-Afrika, behaag het om in te stem met die ondervermelde regulasies betreffende die regte, voorregte en pligte van die personeel van daardie bank.

P. R. PRETORIUS,

Besturende Direkteur, Land- en Landboubank van Suid-Afrika.

Pretoria.

Die bestaande regulasies word hiermee herroep en deur die volgende vervang:—

LAND- EN LANDBOUBANK VAN SUID-AFRIKA.

PERSONEELREGULASIES.

- Hoofstuk I.—Woordbepalings, vertolking van regulasies en amptelike kommunikasiekanale.
- Hoofstuk II.—Aanstellings, besoldiging en diensopsegging.
- Hoofstuk III.—Diensure, dissipline en strafbepalings.
- Hoofstuk IV.—Landbankpensioenfonds.
- Hoofstuk V.—Afwesigheidsverlof.
- Hoofstuk VI.—Onderhoudstoelae en vervoerkoste.
- Hoofstuk VII.—Subsidie op reisgeld vir vakansiedoel-eindes.

CHAPTER I.

DEFINITIONS.

1. In these regulations, unless inconsistent with the context—

“Act” shall mean the Land Bank Act, 1944 (Act No. 13 of 1944), as amended;

“actuary” shall mean a person who is recognised as a qualified actuary and who is appointed by the Board as such;

“Bank” shall mean the Land and Agricultural Bank of South Africa, as defined in section *two* of the Act;

“Board” shall mean the Board of the Bank, constituted in accordance with section *four* of the Act;

“branch office” shall mean an office established for the purpose of conducting the business of the Bank in any area or areas designated by the Board in or outside the Republic;

“Chairman” shall mean the Chairman of the Board appointed under section *four* of the Act, or any person lawfully acting in that capacity;

“child”, other than eligible child, shall mean a son or daughter and shall include—

- (a) a posthumous child,
- (b) a step-child, and
- (c) an adopted child, on proof of adoption to the satisfaction of the Board;

Provided that a child as herein defined shall, for the purpose of Chapter VII, be the child of an official or pensioner or special pensioner;

“contributions” shall mean, in relation to a member of the Fund, the amounts paid or payable by him to the old fund and the Fund, exclusive of interest;

“dependant” shall, for the purpose of Chapter IV, mean, in relation to any member of the Fund or pensioner and in the order of preference as shown, namely—

- (a) a wife or widow or a husband or widower;
- (b) a child;
- (c) a father or mother;
- (d) a brother or sister or a half-brother or half-sister; or
- (e) any other person whom the Board is satisfied was dependent on the member;

Provided that a member of the Fund may, in writing addressed to the Managing Director and with the approval of the Board, alter the above order of preference or substitute some other person as a nominee who shall be approved by the Board, with the exception that if there is a wife or child they shall always take preference over any nominee;

“eligible child” shall mean the child of a member or pensioner, and includes a posthumous child, a step-child and an adopted child, on proof of adoption to the satisfaction of the Board: Provided that the child—

- (a) is not married and is under the age of 18 years; and
- (b) in the case of the child of a pensioner, was an eligible child when the pensioner retired or was born of a marriage subsisting when he retired;

“eligible widow” shall, for the purpose of Chapter IV, mean—

- (a) the widow of a deceased member; or
- (b) the widow of a deceased pensioner or special pensioner if she was married to him when he retired on pension;

HOOFSTUK I.

WOORDBEPALINGS.

1. In hierdie regulasies, tensy dit met die samehang onbestaanbaar is, beteken—

„afdeling” sodanige afdeling van die Bank se hoofkantoor in Pretoria as wat die Besturende Direkteur van tyd tot tyd mag instel;

„afhanklike” by die toepassing van Hoofstuk IV, en met betrekking tot ’n lid van die Fonds of ’n pensioen-trekker, en in die volgorde van voorkeur soos aange-wys, naamlik—

- (a) ’n eggenote of weduwee of ’n eggenoot of wewe-naar;
- (b) ’n kind;
- (c) ’n vader of moeder;
- (d) ’n broer of suster of ’n halfbroer of halfsuster; of
- (e) iemand anders van wie die Raad oortuig is dat hy van die lid afhanklik was;

Met dien verstande dat ’n lid van die Fonds, as hy ’n skriftelike versoek aan die Besturende Direkteur gerig het, bogemelde volgorde van voorkeur met die Raad se goedkeuring kan verander, of iemand anders wat deur die Raad goedgekeur moet word as ’n benoemde kan substitueer, behalwe dat ’n eggenote of kind, as daar is, altyd voorkeur bo enige benoemde geniet;

„aktuaris” iemand wat as ’n gekwalifiseerde aktuaris erken en as sodanig deur die Raad benoem word;

„amptenaar” ’n beamppte of klerk aangestel kragtens artikel *veertien* van die Wet, en enige ander persoon in diens geneem deur die Raad: Met dien verstande dat sodanige amptenaar, by die toepassing van Hoof-stuk VII, twaalf maande onafgebroke diens moet vol-tooi het: Met dien verstande voorts dat die woord „amptenaar” soos in Hoofstuk IV gebesig, ’n persoon beteken wat uitsluitlik in diens van die Bank is, behalwe—

- (a) iemand wat tydelike diens doen;
- (b) ’n bode, maar nie ’n hoofbode nie;
- (c) ’n Bantoe, Indiër en Kleurling; en
- (d) iemand, maar nie ’n hoofbode of opsigter nie, wat geregtig is op pensioenerings- of ander uit-dienstredingsvoordele kragtens enige bestaande fonds of skema wat op amptenare in die Staats-diens van die Republiek van Suid-Afrika van toepassing is;

„Bank” die Land- en Landboubank van Suid-Afrika, soos bepaal in artikel *twee* van die Wet;

„beamppte en klerk” ’n amptenaar, maar nie ’n opsigter, bode, Bantoe, Indiër of Kleurling nie;

„Besturende Direkteur” die Besturende Direkteur van die Bank kragtens artikel *vier bis* van die Wet aange-stel, of iemand wat wettiglik in daardie hoedanigheid optree;

„bydraes” met betrekking tot ’n lid van die Fonds, die bedrae deur hom aan die ou fonds en die Fonds betaal of betaalbaar, maar nie ook rente nie;

„diens” die voltydse onafgebroke tydperk van diens in die Bank, in watter hoedanigheid ook al, bereken vanaf die datum van die amptenaar se eerste aanstel-ling, met inbegrip van alle tydperke van behoorlik gemagtigde verlof deur hom benut: Met dien verstande dat ’n ononderbroke tydperk van verlof sonder besoldiging wat vyftien dae oorskry, nie as diens beskou word vir die berekening van vakansieverlof nie;

„eerste aanstelling” die aanstelling ingevolge waarvan ’n amptenaar vir die eerste keer in die diens van die Bank tree, ongeag daarvan of daardie aanstelling op ’n tydelike basis, op proef of in ’n permanente hoe-danigheid geskied;

“employee” shall mean a caretaker, messenger, Bantu, Indian or Coloured;

“first appointment” shall mean the appointment whereby an official is first employed in the Bank, notwithstanding that his appointment was on a temporary basis, on probation or in a permanent capacity;

“Fund” shall mean the Land Bank Pension Fund referred to in regulation 1 of Chapter IV;

“General Manager” shall mean a General Manager of the Bank, appointed under section *thirteen* of the Act, or any person lawfully acting in that capacity;

“Head Office” shall mean the office of the Bank at Pretoria at which the meetings of the Board are usually held;

“headquarters” shall mean the place where the principal duties of an official have to be performed or which the Managing Director indicates to him as his headquarters;

“household” shall mean the wife and/or children of an official and/or a relative or relatives permanently residing with and dependent upon such official and may include domestic servants employed in a full-time capacity by such official;

“Managing Director” shall mean the Managing Director of the Bank appointed under section *four bis* of the Act or any person lawfully acting in that capacity;

“member” shall, for the purpose of Chapter IV, mean an official who becomes a member of the Fund in terms of regulation 2 of Chapter IV and who remains a member under the provisions of that Chapter;

“Minister” shall mean the Minister of Finance, or any other Minister of State lawfully acting in his stead;

“motor transport” shall also mean a motor-car, motor-cycle or motor-cycle and sidecar;

“official” shall mean an officer or clerk appointed under section *fourteen* of the Act and any other person employed by the Board: Provided that such official shall, for the purpose of Chapter VII, have completed twelve months' continuous service: Provided further that the term “official” as used in Chapter IV shall mean any person who is exclusively employed by the Bank, but shall exclude—

- (a) a person employed on a temporary basis;
- (b) a messenger, other than a head messenger;
- (c) a Bantu, Indian and Coloured; and
- (d) any person, other than a head messenger or caretaker, who is entitled to any superannuation or other retiring benefits under any established fund or scheme applicable to officers in the Public Service of the Republic of South Africa;

“officer and clerk” shall mean an official other than a caretaker, messenger, Bantu, Indian or Coloured;

“old fund” shall mean the “Officials' Gratuity Fund” which was in existence prior to the 1st January, 1946;

“pensionable age” shall, for the purpose of Chapter IV, mean—

- (a) in regard to members who have made use of the election given to them in terms of the provisions of section 5 of the regulations contained in Government Notice No. 2862 of 17th November, 1950, the age of sixty years in the case of male members and the age of fifty-five years in the case of female members; or
- (b) in regard to members other than those mentioned in paragraph (a) above, the age of sixty-five years in the case of male members and the age of sixty years in the case of female members;

„eggenote” by die toepassing van Hoofstuk VII, die wettige eggenote van 'n amptenaar, pensioentrekker of spesiale pensioentrekker;

„Fonds” die Landbankpensioenfonds waarna in regulasie 1 van Hoofstuk IV verwys word;

„Hoofbestuurder” 'n Hoofbestuurder van die Bank wat kragtens artikel *dertien* van die Wet aangestel is, of iemand wat wettiglik in daardie hoedanigheid optree;

„hoofkantoor” die kantoor van die Bank in Pretoria waar die Raad in die reël vergader;

„hoofkwartier” die plek waar die vernaamste amppligte van 'n amptenaar verrig moet word of die plek wat die Besturende Direkteur aanwys as sy hoofkwartier;

„huisgesin” die eggenote en/of kinders van 'n amptenaar en/of 'n familietrekking of -betrekkinge wat permanent by daardie amptenaar inwoon en van hom afhanklik is, en kan die huisbediendes insluit wat voltyds in sy diens is;

„kind”, maar nie 'n kwalifiserende kind nie, 'n seun of 'n dogter, en ook—

- (a) 'n nakind;
- (b) 'n stiefkind; en
- (c) 'n aangenome kind, by bewys van aanneming tot bevreëding van die Raad:

Met dien verstande dat 'n kind soos hierin bepaal, by die toepassing van Hoofstuk VII, die kind is van 'n amptenaar of pensioentrekker of spesiale pensioentrekker;

„kwalifiserende kind” die kind van 'n lid of pensioentrekker en ook 'n nakind, stiefkind, en aangenome kind by bewys van aanneming tot bevreëding van die Raad: Met dien verstande dat die kind—

- (a) ongetroud en onder die leeftyd van 18 jaar is; en
- (b) in die geval van die kind van 'n pensioentrekker, 'n kwalifiserende kind was by uitdiens-treding van die pensioentrekker of gebore is uit 'n huwelik wat ten tyde van sy uitdiens-treding bestaan het;

„kwalifiserende weduwee” by die toepassing van Hoofstuk IV—

- (a) die weduwee van 'n oorlede lid; of
- (b) die weduwee van 'n oorlede pensioentrekker of spesiale pensioentrekker indien sy met hom getroud was toe hy met pensioen uit diens getree het;

„lid” by die toepassing van Hoofstuk IV, 'n amptenaar wat ooreenkomstig regulasie 2 van Hoofstuk IV 'n lid van die Fonds word en 'n lid bly kragtens die bepalings van daardie Hoofstuk;

„Minister” die Minister van Finansies of 'n ander Staatsminister wat wettiglik namens hom optree;

„motorvoertuig” ook 'n motorkar, motorfiets of motorfiets met syspan;

„onderhoudstoelae” 'n toelae ter dekking van redelike uitgawes van 'n amptenaar bo sy normale lewensuitgawes terwyl hy weg van sy hoofkwartier diens doen;

„ou fonds” die „Beamptes Pensioenering Fonds” wat vóór 1 Januarie 1946 bestaan het;

„pensioengewende diens” by die toepassing van Hoofstuk IV en onderworpe aan die bepalings daarvan, die tydperk van 'n amptenaar se onafgebroke diens in die Bank en sluit in enige tydperk—

- (a) ten opsigte waarvan tot die ou fonds bygedra is;
- (b) van afwesighedsverlof;

"pensionable emoluments" shall, for the purpose of Chapter IV, mean the salary or wages of a member of the Fund but shall not include—

- (a) any additional remuneration which a member may receive for performing special duties or while acting in a vacant post;
- (b) payment for overtime work;
- (c) fees, honoraria or bonuses of any kind; and
- (d) any other allowance of any nature whatsoever, unless the Board has declared such to be pensionable;

"pensionable service" shall mean, for the purpose of Chapter IV and subject to the provisions thereof, the period during which an official has been continuously employed in the service of the Bank and shall include any period—

- (a) for which contributions were paid to the old fund;
- (b) whilst on leave of absence;
- (c) whilst under suspension, if followed by reinstatement or any portion of the period of suspension for which remuneration may have been paid,

and shall not be regarded as interrupted by leave of absence without pay:

Provided that no period of employment, leave or suspension of an official shall be included in his pensionable service, unless there has been contributed by him to the Fund or the old fund, as the case may be, an amount equivalent to the full contributions due for such period. The period of such pensionable service shall be calculated by the year and month and a fraction of a month shall be disregarded;

"pensioner", other than a special pensioner, shall mean a former member of the Fund who is in receipt of a pension from the Fund: Provided that, for the purpose of Chapter VII, the following additional persons shall be regarded as pensioners:—

- (a) A special pensioner;
- (b) a widow and/or child who is in receipt of a pension from the Fund;
- (c) the widow of any deceased pensioner, including the widow of a deceased special pensioner;

"personal effects" shall mean the movable property of an official and of his family and the effects connected with the household;

"salary" shall mean actual salary, exclusive of any allowances;

"section" shall mean such section of the Bank's Head Office at Pretoria as the Managing Director may, from time to time, establish;

"service" shall mean the period of full-time continuous employment in the Bank, in whatever capacity, calculated from the date of the official's first appointment and shall include all periods of duly authorised leave enjoyed by him: Provided that a single period of leave without pay in excess of fifteen days shall not be included in service for the purpose of calculating vacation leave;

"special contribution" shall, for the purpose of Chapter IV, mean, in relation to a member of the Fund, the additional amount paid into the old fund by the Bank for the benefit of the member in respect of his service prior to 1st January, 1937;

"special pensioner" shall mean a former member of the Fund who, in terms of regulation 24 (1) (b) of Chapter IV of the Staff Regulations in force before the 1st July, 1963, is in receipt of a pension from the Fund;

"subsidised fare" shall mean forty per cent of the total railway fare, in addition to the full cost of any excess luggage, calculated in accordance with the provisions of Chapter VII;

(c) tydens skorsing, indien gevolg deur herstelling, of enige deel van die tydperk van skorsing waarvoor besoldiging betaal mag gewees het;

en word nie geag onderbreek te wees deur verlof sonder besoldiging nie: Met dien verstande dat geen tydperk van diens, verlof of skorsing van 'n amptenaar by sy pensioengewende diens gereken word nie, tensy 'n bedrag gelyk aan die volle bydraes vir daardie tydperk deur hom bygedra is tot die Fonds of die ou fonds, na gelang van die geval. Die tydperk van sodanige pensioengewende diens word by die jaar en maand bereken en 'n breukdeel van 'n maand word buite rekening gelaat;

"pensioengewende verdienste" by die toepassing van Hoofstuk IV, die salaris of loon van 'n lid van die Fonds, maar sluit nie in nie—

- (a) bykomende vergoeding wat 'n lid mag ontvang weens die verrigting van besondere dienste of terwyl hy 'n vakante pos waarneem;
- (b) vergoeding vir oortydwerk;
- (c) gelde, honoraria of bonusse van enige aard; of
- (d) enige ander toelae van watter aard ook al, tensy die Raad dit as pensioengewend verklaar het;

"pensioenleef tyd" by die toepassing van Hoofstuk IV—

- (a) met betrekking tot lede wat gebruik gemaak het van die keuse wat kragtens artikel 5 van die regulasies vervat in Goewermentsbesluit No. 2862 van 17 November 1950 aan hulle vergun was, sestig jaar in die geval van manlike lede en vyf-en-vyftig jaar in die geval van vroulike lede; of
- (b) met betrekking tot ander lede as dié vermeld in paragraaf (a) hierbo, vyf-en-sestig jaar in die geval van manlike lede en sestig jaar in die geval van vroulike lede;

"pensioentrekker" maar nie 'n spesiale pensioentrekker nie, 'n voormalige lid van die Fonds wat 'n pensioen uit die Fonds ontvang: Met dien verstande dat by die toepassing van Hoofstuk VII, die volgende persone ook as pensioentrekkers beskou word:

- (a) 'n Spesiale pensioentrekker;
- (b) 'n weduwee en/of 'n kind wat 'n pensioen uit die Fonds ontvang;
- (c) die weduwee van 'n oorlede pensioentrekker, asook die weduwee van 'n oorlede spesiale pensioentrekker;

"persoonlike besittings" die roerende eiendom van 'n amptenaar en van sy huisgesin wat met sy huis-houding in verband staan;

"Raad" die Raad van die Bank saamgestel kragtens artikel vier van die Wet;

"salaris" werklike salaris, maar nie toelaes nie;

"spesiale bydrae" by die toepassing van Hoofstuk IV met betrekking tot 'n lid van die Fonds, die bykomende bedrag deur die Bank in die ou fonds gestort ten behoeve van die lid ten opsigte van sy diens voor 1 Januarie 1937;

"spesiale pensioentrekker" 'n voormalige lid van die Fonds wat kragtens regulasie 24 (1) (b) van Hoofstuk IV van die Personeelregulasies wat van krag was vóór 1 Julie 1963, 'n pensioen uit die Fonds ontvang;

"subsidie op reisgeld" veertig persent van die totale spoorwegreisgeld, benewens die volle koste van oorbagasië, ooreenkomstig die bepalinge van Hoofstuk VII bereken;

"takkantoor" 'n kantoor wat opgerig is vir die Bank se werksaamhede in enige area of areas deur die Raad aangewys binne of buite die Republiek;

"subsistence allowance" shall mean an allowance to cover reasonable expenses of an official in excess of his normal living expenditure while absent from his headquarters on duty;

"wife" shall, for the purpose of Chapter VII, mean the lawful wife of an official or pensioner or special pensioner.

INTERPRETATION OF THE REGULATIONS.

2. All matters relating to the interpretation of any of these regulations shall be decided by the Board.

MATTERS FOR CONSIDERATION BY THE BOARD.

3. All matters for consideration by the Board shall be submitted through the Managing Director.

REPRESENTATIONS AND OBSERVANCE OF OFFICIAL CHANNELS OF COMMUNICATION.

4. (1) An official shall be entitled to make written representations to the Board on any matter affecting the Bank, but only through the Managing Director.

(2) (a) An official shall be entitled to make written representations on any matter affecting his position in the Bank, through the head of his section or manager of the relative branch office, to the Managing Director for decision, with the right of appeal in writing to the Board.

(b) The Board may, in considering such appeal, require the official to appear in person before it.

(3) No official shall directly or indirectly make representations in connection with any matter affecting his position in the Bank, to the individual members of the Board.

CHAPTER II.

APPOINTMENTS.

1. Every candidate for employment in the Bank shall make application to the Managing Director on a form prescribed by the Board.

2. (1) The Managing Director, whenever in his opinion an appointment is necessary, shall submit to the Board the names of suitable candidates for the appointment, with his recommendation.

(2) All appointments, except those of a temporary nature, shall be subject to the production of a declaration and certificate of medical fitness in a form prescribed by the Board. Such certificate shall be furnished at the expense of the candidate.

(3) Every official shall be required to complete a declaration of secrecy in a form prescribed by the Board.

3. A first appointment on the Bank's staff may be made on a permanent or temporary basis or on probation. The period of probation shall not be less than three months and not more than two years: Provided that an appointment on probation of less than two years may be extended, from time to time, on the recommendation of the Managing Director: Provided further that the whole period of probation shall in no case exceed two years.

MEDICAL EXAMINATIONS.

4. (1) The Board may at any time require an official to submit himself to a medical examination by a registered medical practitioner.

(2) The Board may refer to the Secretary for Health any certificate or report of a medical examination for his advice in regard to matters referred to therein and may require an official to whom any such certificate or report relates to submit himself to further medical examination by a registered medical practitioner or medical board.

"Voorsitter" die Voorsitter van die Raad wat kragtens artikel vier van die Wet aangestel is, of iemand wat wettiglik in daardie hoedanigheid optree;

"werknemer" 'n opsigter, bode, Bantoe, Indiër of Kleurling;

"Wet" die Landbankwet, 1944 (Wet No. 13 van 1944), soos gewysig.

VERTOLKING VAN DIE REGULASIES.

2. Alle aangeleenthede wat betrekking het op die vertolking van hierdie regulasies, word deur die Raad beslis.

AANGELEENTHEDE VIR OORWEGING DEUR DIE RAAD.

3. Alle aangeleenthede wat die Raad moet oorweeg, word deur bemiddeling van die Besturende Direkteur voorgelê.

VERTOË EN EERBIEDIGING VAN AMPTELIKE KOMMUNIKASIEKANALE.

4. (1) 'n Amptenaar is geregtig om skriftelike vertoë tot die Raad te rig oor enige aangeleentheid wat die Bank raak, dog alleen deur bemiddeling van die Besturende Direkteur.

(2) (a) 'n Amptenaar is geregtig om deur bemiddeling van die hoof van sy afdeling of bestuurder van die betrokke takkantoor, skriftelike vertoë tot die Besturende Direkteur te rig vir sy beslissing in verband met enige aangeleentheid wat sy posisie in die Bank raak, met die reg om skriftelik by die Raad appèl aan te teken.

(b) Die Raad kan, wanneer hy so 'n appèl oorweeg, van die amptenaar verg om persoonlik voor hom te verskyn.

(3) 'n Amptenaar mag nie regstreeks of onregstreeks vertoë tot individuele lede van die Raad rig oor enige aangeleentheid wat sy posisie in die Bank raak nie.

HOOFSTUK II.

AANSTELLINGS.

1. Elke kandidaat vir 'n betrekking in die Bank moet by die Besturende Direkteur aansoek doen op 'n vorm wat deur die Raad voorgeskryf is.

2. (1) Die Besturende Direkteur moet, wanneer hy van mening is dat 'n aanstelling nodig is, die name van geskikte kandidate vir die aanstelling met sy aanbeveling aan die Raad voorlê.

(2) Alle aanstellings, behalwe die van 'n tydelike aard, is onderworpe aan die lewering van 'n verklaring en sertifikaat van mediese geskiktheid in die vorm wat die Raad voorskryf. Sodanige sertifikaat word op koste van die kandidaat verskaf.

(3) Elke amptenaar moet by diensaanvaarding 'n verklaring van geheimhouding aflê in die vorm wat die Raad voorskryf.

3. 'n Eerste aanstelling in die personeel van die Bank kan op 'n permanente, tydelike of proefbasis geskied. 'n Proeftydperk moet nie korter as drie maande en nie langer as twee jaar wees nie: Met dien verstande dat 'n aanstelling op proef vir minder as twee jaar van tyd tot tyd op aanbeveling van die Besturende Direkteur verleng kan word: Met dien verstande voorts dat die gehele proeftydperk in geen geval twee jaar mag oorskry nie.

GENEESKUNDIGE ONDERSOEKE.

4. (1) Die Raad kan te eniger tyd 'n geneeskundige ondersoek van 'n amptenaar deur 'n geregistreerde geneesheer gelas.

(2) Die Raad kan 'n sertifikaat of verslag oor 'n geneeskundige ondersoek na die Sekretaris van Gesondheid verwys vir sy advies in verband met die inhoud daarvan en kan eis dat die amptenaar op wie sodanige sertifikaat of verslag betrekking het hom onderwerp aan 'n verdere ondersoek deur 'n geregistreerde geneesheer of geneeskundige raad.

(3) If the Board is satisfied by the report of such practitioner or medical board that the illness, disease, injury or condition of ill-health of an official was caused by his own misconduct or failure to take reasonable precautions, the cost of such further examination shall be borne by the official.

(4) Whenever it is necessary to constitute a medical board or appoint a specialist to examine an official, the Secretary for Health shall effect such constitution or appointment.

PROMOTIONS.

5. (1) The Board shall not fill any vacancy or new post at a remuneration exceeding the approved commencing salary, other than by the promotion of an official of the Bank, unless the Board otherwise directs.

(2) The provisions of sub-regulation (1) of regulation 2 shall, *mutatis mutandis*, be observed in all cases of promotion.

(3) Whenever an official proceeds on leave and at the expiration of such period of leave retires in terms of regulation 7, 10, 11 or 12 of Chapter IV of these regulations, the Board may fill the vacant post of such official with effect from the date of commencement of his leave.

ACTING APPOINTMENTS.

6. (1) Officials shall perform such additional duties as may be required of them by the Board without any extra remuneration and no official may claim additional remuneration in respect of extra or special duties devolving upon him or where he undertakes the duties of a superior during the absence of the latter on leave.

(2) The Board may, on the recommendation of the Managing Director, authorise the payment of such additional remuneration as it deems fit to an official who, for a period of not less than three months' duration, shall have been required to act as head of a section or manager of a branch office and in so acting, to discharge duties that impose substantial additional responsibilities upon him.

(3) The Board may on the recommendation of the Managing Director, authorise the payment of additional remuneration to an official.

EMOLUMENTS AND ALLOWANCES.

7. (1) The Board may, from time to time, on the recommendation of the Managing Director, determine the salary payable to every official and may grant such increments to salary, such allowances and other remuneration to an official, as it deems fit.

(2) If any allowance is granted to an official in terms of sub-regulation (1) hereof in respect of his membership of a medical aid society approved by the Board such allowance may be paid direct to the society concerned.

FEES EARNED BY OFFICIALS RENDERING SPECIAL SERVICES.

8. Where, on account of his professional, technical or other special qualifications, the services of an official are placed by the Board temporarily at the disposal of a governmental administration or any public or private body to carry out a service of public interest, any fee, bonus or honorarium which the official may receive in respect of his work, shall be paid into the funds of the Bank; Provided that in special cases the Board may authorise the payment to that official, from the funds of the Bank, of a sum equivalent to the fee, bonus or honorarium aforesaid or such portion thereof as, in the opinion of the Board, may adequately meet the needs of the case.

(3) Indien die Raad deur die verslag van sodanige geneesheer of geneeskundige raad oortuig is dat die ongesteldheid, siekte, besering of swakgesondheidstoestand van 'n amptenaar aan sy eie wangedrag of gebrek aan behoorlike voorsorg te wyte is, word die koste van sodanige verdere ondersoek deur die amptenaar gedra.

(4) Wanneer dit ook al nodig is om 'n geneeskundige raad saam te stel of 'n spesialis te benoem om 'n amptenaar te ondersoek, doen die Sekretaris van Gesondheid sodanige samestelling of benoeming.

BEVORDERINGS.

5. (1) Enige vakature of nuwe pos teen 'n besoldiging bo die goedgekeurde aanvangsalaris word deur die bevordering van 'n amptenaar gevul tensy die Raad anders besluit.

(2) Die bepalings van subregulasie (1) van regulasie 2 word in alle gevalle van bevordering *mutatis mutandis* nagekom.

(3) Wanneer 'n amptenaar met verlof gaan en by verstryking van die verlofperiode uit die Bank se diens tree ooreenkomstig regulasie 7, 10, 11 of 12 van Hoofstuk IV van hierdie regulasies, kan die Raad die pos van sodanige amptenaar vul met ingang van die datum waarop hy met verlof gaan.

AANSTELLINGS IN WAARNEMENDE HOEDANIGHEID.

6. (1) Amptenare moet bykomende werk wat die Raad van hulle verlang sonder ekstra vergoeding verrig, en geen amptenaar is geregtig op addisionele vergoeding ten opsigte van ekstra of spesiale pligte wat hom opgelê word nie of terwyl hy in die plek van 'n meerdere waarneem gedurende laasgenoemde se afwesigheid met verlof.

(2) Die Raad kan op aanbeveling van die Besturende Direkteur die betaling van sodanige addisionele vergoeding as wat die Raad goetvind, magtig aan 'n amptenaar wat vir 'n tydperk van nie minder nie as drie maande as hoof van 'n afdeling of bestuurder van 'n takkantoor waargeneem het en sodoende pligte uitgevoer het wat aansienlike bykomende verantwoordelikhede vir hom meegebring het.

(3) Die Raad kan op aanbeveling van die Besturende Direkteur betaling van addisionele vergoeding aan 'n amptenaar magtig.

BESOLDIGING EN TOELAES.

7. (1) Die Raad kan van tyd tot tyd op aanbeveling van die Besturende Direkteur die salaris van elke amptenaar bepaal en kan sodanige salarisverhogings, toelaes en ander vergoeding as wat die Raad goetvind aan 'n amptenaar toeken.

(2) Indien enige toelae kragtens subregulasie (1) hiervan aan 'n amptenaar toegeken word ten opsigte van sy lidmaatskap van 'n mediese hulpvereniging wat deur die Raad goedgekeur is, kan sodanige toelae regstreeks aan die betrokke vereniging oorbetal word.

GELDE VERDIEN DEUR 'N AMPTENAAR VIR LEWERING VAN SPESIALE DIENSTE.

8. Wanneer die dienste van 'n amptenaar op grond van sy professionele, tegniese of ander spesiale kwalifikasies tydelik deur die Raad ter beskikking van 'n regeringsadministrasie of enige openbare of private instansie gestel word om werk van openbare belang te verrig, word enige geld, bonus of honorarium wat die amptenaar vir sy werk mag ontvang in die fondse van die Bank inbetaal: Met dien verstande dat die Raad in besondere gevalle betaling aan die amptenaar uit die Bank se fondse kan magtig van 'n bedrag gelyk aan voornoemde geld, bonus of honorarium of sodanige gedeelte daarvan as wat na die Raad se oordeel aan die behoeftes van die geval sal voldoen.

NOTICE OF MARRIAGE AND OF TERMINATION OF SERVICE.

9. (1) Unless otherwise provided in these regulations, the period of notice of termination of service in the Bank shall reciprocally be—

- (a) in respect of officers and clerks (other than those employed on a temporary basis), head messengers and caretakers, thirty days; and
- (b) in respect of employees (other than head messengers and caretakers) and in respect of persons employed on a temporary basis, twenty-four hours.

Such notice shall take effect during or at the end of any calendar month.

(2) A female official shall retire from the service upon her marriage and shall, if she is in permanent employment, give thirty days written notice, and if she is in temporary employment, give twenty-four hours written notice of the proposed date of her marriage.

(3) Notwithstanding the provisions of the preceding sub-regulations of this regulation, the Board may accept a shorter period of notice than is otherwise required to be given by any official.

ACCEPTANCE OF NOMINATIONS TO SERVE ON OTHER BODIES.

10. (1) In the event of an official accepting a nomination or requisition as a candidate for election as a member of Parliament or of any provincial council or of any city, municipal or divisional council, he shall be deemed to have voluntarily resigned from the Bank's service with effect from the date on which he accepted such nomination or requisition.

(2) The Board may, however, grant permission to an official to accept nomination for election to and to serve on a health committee, a village management board, school committee or other local board: Provided that, in the event of any question arising between the Bank or the Government or any provincial administration or the Administration of South West Africa, and any such board or committee, any official, who may with the approval of the Board have been permitted to become a member of such committee or board, shall not take part in the discussion nor exercise any vote on that question.

CHAPTER III.

HOURS OF ATTENDANCE AND OVERTIME.

1. (1) The working hours of officers and clerks shall be prescribed by the Board from time to time: Provided that any officer or clerk shall, when required by an official under whose control or supervision he is placed, be in attendance at his office or on duty for any longer period than is prescribed, without having any claim to additional remuneration or overtime payment: Provided further that the Board may, on the recommendation of the Managing Director, authorise payment for overtime work in whatever circumstances it deems fit.

(2) The duties and hours of attendance of employees of the Bank shall be determined by the Managing Director.

ATTENDANCE RECORDS.

2. (1) Attendance records shall be kept at Head Office and at each branch office and every official shall record the times of his arrival and departure in such manner as the Managing Director may, from time to time, direct, unless exempted therefrom by the Managing Director.

(2) The attendance records shall be inspected at such times by such officials as the Managing Director may direct.

RESIDENTIAL ADDRESSES.

3. The residential address and any change thereof, of every official shall, as soon as possible, be recorded by him in a register provided for the purpose.

DUTIES OF HEADS OF SECTIONS AND MANAGERS OF BRANCH OFFICES.

4. (1) Heads of sections and managers of branch offices shall be responsible for the discipline, efficiency and the proper and economic administration of their respective sections and branch offices.

KENNISGEWING VAN HUWELIK EN VAN DIENSBEEÏNDIGING.

9. (1) Tensy in hierdie regulasies anders bepaal word, is die tydperk van kennisgewing van die beëindiging van diens in die Bank wedersyds—

- (a) ten opsigte van beamptes en klerke (uitgesonderd diegene wat tydelike diens doen), hoofbodes en opsigters, dertig dae; en
- (b) ten opsigte van werknemers (uitgesonderd hoofbodes en opsigters) en persone wat op 'n tydelike basis in diens geneem is, vier-en-twintig uur.

Sodanige kennisgewing word van krag in die loop van of aan die end van enige kalendermaand.

(2) 'n Vroulike amptenaar tree uit diens by haar huwelik en moet, as sy permanent in diens is dertig dae, en as sy tydelik in diens is vier-en-twintig uur skriftelik kennis gee van die datum waarop sy voornemens is om te trou.

(3) Ondanks die bepalings van die voorafgaande sub-regulasies van hierdie regulasie kan die Raad 'n korter tydperk van kennisgewing aanneem as wat andersins van die amptenaar vereis word.

AANVAARDING VAN NOMINASIES OM IN ANDER LIGGAME TE DIEN.

10. (1) Indien 'n amptenaar 'n nominasie of versoek aanvaar as kandidaat vir verkiesing tot lid van die Parlement of 'n provinsiale raad, of enige stads-, munisipale of afdelingsraad word hy geag vrywilliglik uit diens van die Bank te bedank het met ingang van die datum waarop hy sodanige nominasie of versoek aanvaar het.

(2) Die Raad kan 'n amptenaar egter toelaat om nominasie vir verkiesing aan te neem en te dien in 'n gesondheidskomitee, dorpsbestuur, skoolkomitee of ander plaaslike raad: Met dien verstande dat as 'n geskilpunt tussen die Bank of die Regering of enige provinsiale administrasie of die Administrasie van Suidwes-Afrika en enige sodanige komitee, bestuur of raad ontstaan, 'n amptenaar wat met toestemming van die Raad 'n lid van sodanige komitee, bestuur of raad is, nie aan die bespreking of stemming oor daardie geskilpunt mag deelneem nie.

HOOFSTUK III.

DIENSURE EN OORTYD.

1. (1) Die diensure van beamptes en klerke word van tyd tot tyd deur die Raad bepaal: Met dien verstande dat 'n beampte of klerk op sy pos moet wees of vir 'n langer tydperk as wat voorgeskryf is diens moet doen op versoek van 'n amptenaar onder wie se gesag of toesig hy geplaas is, sonder dat hy op enige bykomende vergoeding of betaling vir oortydwerk aanspraak sal hê: Met dien verstande voorts dat die Raad op aanbeveling van die Besturende Direkteur betaling vir oortydwerk kan magtig in enige omstandighede wat die Raad goedvind.

(2) Die pligte en diensure van werknemers van die Bank word deur die Besturende Direkteur bepaal.

BYWONINGSREGISTERS.

2. (1) Bywoningsregisters word op hoofkantoor en op elke takkantoor gehou en elke amptenaar moet die tye van sy aankoms en vertrek aanteken op die wyse wat die Besturende Direkteur van tyd tot tyd voorskryf, tensy hy deur die Besturende Direkteur daarvan vrygestel is.

(2) Sodanige bywoningsregisters word op die tye en deur die amptenare wat die Besturende Direkteur aanwys, nagesien.

WOONADRESSE.

3. Die woonadres van elke amptenaar en enige verandering daarvan moet so gou moontlik deur hom aangeteken word in 'n register wat vir die doel gehou word.

PLIGTE VAN HOOFDE VAN AFDELINGS EN BESTUURDERS VAN TAKKANTORE.

4. (1) Hoofde van afdelings en bestuurders van takkantore is verantwoordelik vir die dissipline, doelmatigheid en die behoorlike en spaarsame administrasie van hulle onderskeie afdelings en takkantore.

(2) It shall be the duty of all such officials to ensure that care and economy is exercised in the use and handling of bank property and, in the application of working methods, by the utilisation of the services of the staff under their control to the best advantage.

(3) Heads of sections and managers of branch offices shall refer any question arising from the provisions of the foregoing sub-regulations of this regulation to the Managing Director for his decision.

OBEDIENCE TO INSTRUCTIONS.

5. If any official has grounds for complaint arising out of any instructions given to him by an official in authority over him, he may at all times, after having complied with the instructions, report the matter through the official channel of communication to the Managing Director for his decision.

DISCIPLINE.

6. An official shall be deemed to be guilty of a contravention of these regulations if he—

- (1) disobeys, disregards or makes wilful default in carrying out a lawful order given to him by an official having authority to give same or by word or conduct displays insubordination; or
- (2) is negligent or indolent in the discharge of his duties; or
- (3) is or becomes inefficient or incompetent in the discharge of his duties from causes within his own control; or
- (4) undertakes any private agency or work in any matter connected with the exercise or performance of his official duties; or
- (5) fails, during the hours of attendance, to discharge his duties or engages his attention on private affairs while on duty; or
- (6) leaves his office on private business during the hours of attendance, except with the permission of the head of his section or the manager of the branch office concerned; or
- (7) absents himself from his office or duty without leave or valid cause; or
- (8) fails to notify as soon as possible the head of his section or the manager of the branch office concerned, in the event of absence from his office for any cause without leave; or
- (9) develops habits of unpunctuality or irregularity in his attendance during the prescribed hours or fails to be in attendance at his office or on duty for any longer period than the prescribed hours, when required thereto in terms of regulation 1 (1) of this Chapter; or
- (10) speaks at a public meeting or publicly comments or allows himself to be interviewed for purposes of publication or contributes anonymously or otherwise to newspapers or other publications on subjects concerning the policy, business or administration of the Bank or on subjects concerning public policy or matters of a political or official nature or matters relating to the administration of any State or Provincial Department, unless with the consent of the Managing Director; or
- (11) becomes a member of any political organisation or takes an active part in political activities; or
- (12) becomes a member of any organisation the objects whereof are to secure advantage to officials by the exercise of political or undue influence; or
- (13) attempts to secure intervention from political or outside sources in relation to his position, transfer or emoluments in the Bank; or
- (14) discloses information acquired in the course of his duties, otherwise than in the discharge thereof; or
- (15) uses for any purpose, other than for the discharge of his official duties, information gained by or conveyed to him through his connection with the Bank, notwithstanding that he does not disclose such information; or

(2) Dit is die plig van alle sodanige amptenare om spaarsaamheid en sorgsaamheid te beoefen by die gebruik en hantering van bankeiendom en die toepassing van werkmodes asook deur die aanwending van die dienste van die personeel onder hulle beheer op die voordeligste wyse.

(3) Hoofde van afdelings en bestuurders van takkantore moet enige probleem wat uit hoofde van die bepalings van die voorafgaande subregulasies van hierdie regulasie ontstaan, vir beslissing aan die Besturende Direkteur voorlê.

GEHOORSAAMHEID AAN OPDRAGTE.

5. Indien 'n amptenaar rede het om te kla oor enige opdrag aan hom gegee deur 'n amptenaar onder wie se gesag hy staan, kan hy die saak te eniger tyd nadat hy die opdrag uitgevoer het langs die amptelike kommunikasiekanaal aan die Besturende Direkteur vir beslissing voorlê.

DISCIPLINE.

6. 'n Amptenaar word geag skuldig te wees aan 'n oortreding van hierdie regulasies as hy—

- (1) 'n wettige opdrag van 'n amptenaar wat gemagtig is om dit te gee, nie gehoorsaam nie, verontagsaam of opsetlik nie uitvoer nie of as hy deur woord of gedrag weerspannigheid aan die dag lê; of
- (2) by die uitvoering van sy pligte nalatig of traag is; of
- (3) onbekwaam is of word om sy pligte te vervul weens oorsake waarvoor hyself beheer het; of
- (4) 'n private agentskap of werk onderneem wat in verband staan met die uitoefening of uitvoering van sy amptelike pligte; of
- (5) versuim om gedurende diensure sy pligte te vervul, of sy aandag aan persoonlike sake wy terwyl hy op diens is; of
- (6) sy pos gedurende diensure vir persoonlike besigheid verlaat tensy dit met toestemming van die hoof van sy afdeling of die bestuurder van die betrokke takkantoor geskied; of
- (7) sonder verlof of geldige rede van sy pos afwesig is; of
- (8) nalaat om die hoof van sy afdeling of die bestuurder van die betrokke takkantoor so spoedig moontlik in kennis te stel as hy om enige rede sonder verlof van sy pos afwesig is; of
- (9) daar 'n gewoonte van maak om die voorgeskrewe diensure nie stiptelik en gereeld na te kom nie of versuim om, wanneer hy ooreenkomstig regulasie 1 (1) van hierdie Hoofstuk daartoe aangesê word, op diens te wees vir 'n langer tydperk as die voorgeskrewe ure; of
- (10) 'n openbare vergadering toespreek of in die openbaar kommentaar maak of vir doeleindes van publikasie 'n onderhoud voer of naamloos of andersins aan nuusblaaie of ander publikasies 'n bydrae lewer oor sake rakende die beleid, besigheid of administrasie van die Bank of oor onderwerpe betreffende openbare beleid of sake van politieke of amptelike aard of sake rakende die administrasie van 'n Staats- of provinsiale departement, tensy dit met goedkeuring van die Besturende Direkteur geskied; of
- (11) lid van enige politieke organisasie word of aktief aan politieke bedrywighede deelneem; of
- (12) lid word van enige organisasie wat ten doel het om amptenare deur die uitoefening van politieke of onbehoorlike invloed te bevoordeel; of
- (13) poog om uit politieke of buitestaande bronne tussenkoms in verband met sy betrekking, verplasing of besoldiging in die Bank te bewerkstellig; of
- (14) inligting wat hy in die loop van sy amptelike pligte bekom het, op 'n ander wyse as deur die vervulling van sy amptelike pligte openbaar maak; of
- (15) inligting wat uit hoofde van sy betrekkinge met die Bank deur hom bekom of aan hom verskaf is, vir enige ander doel as die vervulling van sy amptelike pligte gebruik ofskoon hy sulke inligting nie openbaar maak nie; of

- (16) accepts or demands in respect of the performance of his duties any commission, fee or reward, pecuniary or otherwise (not being the emoluments or other remuneration payable to him by the Bank in respect of his duties) or fails to report to the Managing Director the offer of any such commission, fee or reward; or
- (17) except with the consent of the Board, accepts from any member of members of the public any gift of money or of any other article which is presented to him by reason of his occupying or having occupied a particular office or post in the Bank; or
- (18) conducts himself in a disgraceful, improper or unbecoming manner either in the discharge of his duties or in public or shows gross discourtesy to another official or to any member of the public; or
- (19) habitually uses to excess any intoxicant or stupefying drug; or
- (20) becomes insolvent or assigns his estate for the benefit of or compromises with his creditors or has a judgment for debt given against him by any court of law, unless he can show to the satisfaction of the Board that such insolvency, assignment, compromise or judgment has been occasioned by unavoidable misfortune; or
- (21) incurs debt to an extent which, in the opinion of the Board, is likely to cause pecuniary embarrassment or to be prejudicial to the proper performance of his duties; or
- (22) fails to disclose in writing, when at any time called upon by the Managing Director to do so, the full amount of his debts; or
- (23) cedes the whole or any portion of his emoluments or stands surety for someone, whether such suretyship results in pecuniary embarrassment or not; or
- (24) misappropriates or improperly uses any property of the Bank in circumstances which do not constitute a criminal offence; or
- (25) makes an incorrect or false statement, knowing the same to be incorrect or false, whether with a view to obtaining any privilege or advantage in relation to his official position or for any other reason; or
- (26) is charged with any criminal offence even though acquitted therefrom; or
- (27) commits any grave act of immorality not amounting to a criminal offence; or
- (28) fails to answer categorically, when required to do so, any question lawfully put to him by the Managing Director or any person deputed thereto by him, as to a matter in which it is alleged that there has been a contravention of these regulations: Provided that an official is not obliged to furnish a reply which may incriminate him.

CONTRAVENTION OF REGULATIONS.

7. (1) An official who contravenes any of these regulations shall be deemed to be guilty of misconduct and, in the Managing Director's discretion, may either—

- (a) be dealt with summarily as provided in regulation 8 hereunder; or
- (b) be charged by the Managing Director with misconduct and be dealt with as provided in regulation 9 hereunder.

(2) An official against whom proceedings are about to be instituted in terms of the preceding sub-regulation of this regulation, shall not, without the Managing Director's permission, absent himself from his office until such proceedings are completed.

- (16) enige kommissie, geld of beloning, in geld of in 'n ander vorm, by die uitvoering van sy pligte aanneem of eis (uitgesonderd die besoldiging of ander vergoeding deur die Bank aan hom betaalbaar vir sy dienste) of as hy nalaat om die aanbod van so 'n kommissie, geld of beloning aan die Besturende Direkteur te rapporteer; of
- (17) sonder toestemming van die Raad 'n geskenk in geld of enige artikel aanneem wat 'n lid of lede van die publiek hom aanbied uit hoofde daarvan dat hy 'n bepaalde amp of pos in die Bank beklee of beklee het; of
- (18) hom skandelik, onbehoorlik of onbetaamlik gedra, hetsy in die vervulling van sy pligte of in die openbaar of as hy hom uiters onbeleefd teenoor 'n ander amptenaar of lid van die publiek gedra; of
- (19) uit gewoonte enige bedwelkende of verdowende middel oormatig gebruik; of
- (20) insolvent raak of vir voordeel van sy krediteure van sy boedel afstand doen of met hulle 'n kompromis aangaan of 'n vonnis van enige hof vir skuld teen hom het, tensy hy tot die Raad se bevrediging kan aantoon dat so 'n insolvensie, afstanddoening, kompromis of vonnis deur onvermydelike teëspoed veroorsaak is; of
- (21) in so 'n mate skuld aangaan dat dit hom na die oordeel van die Raad waarskynlik in geldelike verleentheid mag plaas of 'n nadelige uitwerking op die behoorlike uitvoering van sy pligte mag hê; of
- (22) nalaat om te eniger tyd wanneer die Besturende Direkteur dit vereis, die volle omvang van sy skulde skriftelik te openbaar; of
- (23) sy besoldiging in geheel of gedeeltelik seeder, of vir iemand borgstaan, hetsy sodanige borgstelling tot geldelike verleentheid lei al dan nie; of
- (24) eiendom van die Bank misbruik of onbehoorlik gebruik in omstandighede wat nie 'n strafregtelike oortreding uitmaak nie; of
- (25) 'n foutiewe of valse verklaring maak, wetende dat dit foutief of vals is, hetsy met die doel om 'n voorreg of voordeel in sy amptelike posisie te behaal of om enige ander rede; of
- (26) aangekla word van 'n strafregtelike oortreding, selfs al word hy daarvan vrygespreek; of
- (27) 'n ernstige onsedelike daad pleeg wat nie op 'n strafregtelike oortreding neerkom nie; of
- (28) nalaat om wanneer hy daartoe versoek word, enige vraag uitdruklik te beantwoord wat wettiglik deur die Besturende Direkteur of iemand deur hom daartoe aangewys, aan hom gestel is in verband met 'n beweerde oortreding van hierdie regulasies: Met dien verstande dat 'n amptenaar nie verplig is om 'n antwoord wat hom sal inkrimineer op 'n vraag te verstrek nie.

OORTREDING VAN REGULASIES.

7. (1) 'n Amptenaar wat enige van hierdie regulasies oortree, word geag skuldig te wees aan wangedrag en kan na goedgevalle van die Besturende Direkteur of—

- (a) summier mee gehandel word kragtens die bepalings van regulasie 8 hieronder, of
- (b) deur die Besturende Direkteur aangekla word van wangedrag en mee gehandel word kragtens die bepalings van regulasie 9 hieronder.

(2) 'n Amptenaar teen wie stappe kragtens die voorafgaande subregulasie van hierdie regulasie gedoen staan te word, mag nie sonder toestemming van die Besturende Direkteur van sy pos wegbly voordat daardie stappe afgehandel is nie.

SUMMARY PROCEEDINGS AND PENALTIES.

8. The Board, in considering any contravention of these regulations by an official referred to it by the Managing Director in terms of paragraph (a) of sub-regulation (1) of regulation 7 above, may, on the recommendation of the Managing Director, impose any one or more of the following penalties:—

- (a) Caution and/or reprimand the official;
- (b) impose a fine recoverable by deduction from his salary;
- (c) postpone or curtail his leave for a fixed period;
- (d) deprive him of any leave authorised or accrued to or accumulated by him or which may accrue to or be accumulated by him;
- (e) reduce his annual emoluments;
- (f) reduce him in grade;
- (g) withhold further increments to his emoluments;
- (h) terminate his services;
- (i) call upon him to resign from the service of the Bank as from a date to be specified and if he fails to do so, he shall be deemed to have been discharged as from the specified date.

PROCEEDINGS BY MEANS OF AN INQUIRY AND PENALTIES.

9. (1) An official who is charged with misconduct may be suspended temporarily from duty by the Managing Director.

(2) An official who is suspended from duty shall not be entitled to receive any salary or other emoluments for the period of his suspension: Provided that the Managing Director may, in his discretion, order the payment to the official of the whole or a portion of such salary or other emoluments.

(3) An order of suspension made under these regulations may be withdrawn by the Managing Director at any stage of the proceedings, but such withdrawal shall, subject to the provisions of sub-regulation (5) hereof, in no way prejudice the prosecution of the charge.

(4) A copy of the charge shall forthwith be transmitted or be delivered personally to or left at the last known address of the official charged and shall require the official to transmit or deliver, within a reasonable and specified period, a written statement of admission or denial and, if the official so desires, an explanation in writing of the misconduct charged.

(5) If the Managing Director is satisfied with the written explanation given by the official, whether or not it constitutes or is accompanied by an admission or denial of the charge, the Managing Director may withdraw the charge and any order of suspension shall, thereupon, be deemed to be withdrawn and the proceedings against the official shall be at an end.

(6) If, after the expiry of the specified period, no statement of admission or denial or an explanation has, in terms of sub-regulation (4) hereof, been delivered by the official charged or if such statement has been delivered, but the charge has not been withdrawn by the Managing Director in terms of sub-regulation (5) hereof, the matter shall thereupon be dealt with by the Board as herein-after provided.

(7) In the case of an admission of the charge or failure to deliver an admission, denial or explanation as required in sub-regulation (4) hereof, it shall not be necessary for the Board to hold an inquiry and the Board may forthwith deal with the matter in terms of sub-regulation (11) hereof.

(8) Where an official is charged with a criminal offence in respect of which he has been convicted by a court of law, a certified copy of the record of the court shall be sufficient evidence of the commission by him of the offence charged, unless such conviction is set aside on appeal by a superior court.

SUMMIERE STAPPE EN STRAWWE.

8. Die Raad kan by oorweging van enige oortreding van hierdie regulasies deur 'n amptenaar, wat na hom verwys is deur die Besturende Direkteur kragtens paragraaf (a) van subregulasie (1) van regulasie 7 hierbo, op aanbeveling van die Besturende Direkteur een of meer van die volgende strawwe oplê:—

- (a) Die amptenaar waarsku en/of berispe;
- (b) hom 'n boete oplê en dit van sy salaris aftrek;
- (c) sy verlof vir 'n bepaalde tyd uitstel of inkort;
- (d) hom ontnem van enige verlof aan hom toegestaan of wat hom toekom of deur hom opgegaan is, of wat hom nog mag toekom of deur hom opgegaan mag word;
- (e) sy jaarlikse besoldiging verminder;
- (f) hom in rang afbring;
- (g) verdere verhoging van sy besoldiging weerhou;
- (h) sy diens beëindig;
- (i) hom aansê om sy bedanking uit die diens van die Bank in te dien van 'n bepaalde datum af en indien hy dit nie doen nie word hy geag van daardie datum af ontslaan te wees.

STAPPE DEUR MIDDEL VAN ONDERSOEK EN STRAWWE.

9. (1) 'n Amptenaar wat van wangedrag aangekla word, kan deur die Besturende Direkteur tydelik uit diens geskors word.

(2) 'n Amptenaar wat uit diens geskors is, is nie geregtig om enige salaris of ander besoldiging gedurende die tydperk van sy skorsing te ontvang nie: Met dien verstande dat die Besturende Direkteur na goeë dunde die betaling aan die amptenaar van sodanige salaris of ander besoldiging in geheel of gedeeltelik kan gelas.

(3) 'n Opdrag tot skorsing kragtens hierdie regulasies kan in enige stadium van die prosedure deur die Besturende Direkteur teruggetrek word, maar onderworpe aan die bepalinge van subregulasie (5) hiervan, benadeel sodanige terugtrekking geensins die voortsetting van die aanklag nie.

(4) 'n Afskrif van die aanklag moet onverwyld aan die amptenaar wat aangekla word, gestuur of aan hom persoonlik oorhandig of by sy laaste bekende adres gelaat word en die amptenaar word daarin gelas om binne 'n redelike en vasgestelde tydperk 'n skriftelike verklaring van erkenning of ontkenning deur te stuur of af te lewer en, indien hy wil, ook 'n skriftelike verduideliking van die wangedrag waarvan hy aangekla word.

(5) As die Besturende Direkteur tevrede gestel is deur die amptenaar se skriftelike verduideliking, hetsy dit neerkom op of vergesel gaan van 'n erkenning of ontkenning van die aanklag, kan die Besturende Direkteur die aanklag terugtrek en daarna word enige opdrag tot skorsing geag teruggetrek te wees en is die saak daarmee afgehandel.

(6) As, na verstryking van die vasgestelde tydperk, geen verklaring van erkenning of ontkenning of van verduideliking kragtens subregulasie (4) hiervan deur die aangeklaagde amptenaar gelewer is nie, of as sodanige verklaring wel gelewer is, maar die aanklag nie deur die Besturende Direkteur kragtens subregulasie (5) hiervan teruggetrek is nie, word die saak deur die Raad behandel op die wyse soos hierna bepaal.

(7) In die geval van 'n erkenning op die aanklag of van 'n versuim om 'n erkenning, ontkenning of verduideliking te lewer soos vereis in subregulasie (4) hiervan, is dit nie vir die Raad nodig om 'n ondersoek te hou nie en kan die Raad die saak onverwyld kragtens subregulasie (11) hiervan behandel.

(8) Waar 'n amptenaar aangekla word van 'n strafregtelike oortreding ten opsigte waarvan hy deur 'n geregtshof skuldig bevind is, is 'n gesertifiseerde afskrif van die notule van die hof voldoende getuigenis dat die oortreding waarvan hy aangekla word deur hom begaan is, tensy sodanige skuldigbevinding by appèl deur 'n hoërhof ter syde gestel word.

(9) In the case of a denial of the charge, the Board itself, or if the Board so directs, the Managing Director, the General Manager or such officials or other persons as may be deputed thereto by the Board, shall hold an inquiry and the official charged shall be entitled to be heard and to be present and to be represented at the inquiry and shall also be permitted to produce such evidence as he may think fit.

(10) If at an inquiry held in terms of sub-regulation (9) of this regulation it is found that the charge is not proved, the charge shall be dismissed and thereupon any order of suspension shall be deemed to be discharged as from the date of such order, but if it is found that the charge is proved, the matter shall be dealt with in terms of sub-regulation (11) hereof.

(11) The Board, upon consideration of the matter as to the action to be taken under this regulation, may discharge any order of suspension which may have been made and may further impose any one or more of the penalties provided for in regulation 8 of this chapter.

(12) The finding of the Board in respect of any charge under this regulation shall be final.

CHAPTER IV.

LAND BANK PENSION FUND.

1. (1) The Fund shall be a body corporate and shall in its corporate capacity under the name of the Land Bank Pension Fund, be capable of suing and being sued and of purchasing or otherwise acquiring, holding or alienating property, movable or immovable, and of doing all such things as may be necessary for or incidental to the exercise of its powers or the performance of its functions in terms of this chapter.

(2) The Fund shall be administered and managed by the Board.

(3) The Fund shall consist of—

- (a) the amounts standing to the credit of the old fund;
- (b) the amounts paid to the Fund by members;
- (c) the amounts paid to the Fund by the Bank; and
- (d) any other amounts to which the Fund may become entitled.

MEMBERSHIP.

2. (1) Every official under the pensionable age shall, subject to the provisions of these regulations, as from the date of his permanent appointment, become a member of the Fund.

(2) A member of the Fund shall not be permitted to withdraw from his membership while he remains in the service. A member who leaves the service for any reason shall, subject to the provisions of these regulations, forthwith cease to be a member.

3. A member shall, unless he has already done so, produce to the Board his marriage certificate and birth certificate or other satisfactory evidence of age in respect of himself and his wife and children under the age of eighteen years and shall also give such other information as the Board may require.

CONTRIBUTIONS.

4. (1) Every member shall contribute to the Fund as from the date of commencement of pensionable service seven and one-half per cent of his pensionable emoluments and such contributions shall, unless otherwise arranged by the Board, be deducted by the Bank from the member's salary or wages and be paid by the Bank into the Fund.

(9) In die geval van 'n ontkenning op die aanklag, hou die Raad self of as die Raad dit gelas, die Besturende Direkteur, die Hoofbestuurder of sodanige amptenare of ander persone as wat die Raad daartoe mag aanwys, 'n ondersoek, en die aangeklaagde amptenaar is geregtig om by die ondersoek teenwoordig en verteenwoordig te wees en sy saak te stel, en hy word ook toegelaat om sodanige getuienis voor te bring as wat hy mag goedvind.

(10) Indien by 'n ondersoek gehou kragtens sub-regulasie (9) van hierdie regulasie bevind word dat die aanklag nie bewys is nie word die aanklag afgewys, waarna enige opdrag tot skorsing geag word opgehef te wees vanaf datum van sodanige opdrag, maar indien bevind word dat die aanklag bewys is, word die saak behandel kragtens subregulasie (11) hiervan.

(11) Wanneer die Raad oorweging skenk aan die saak vir sover dit stappe betref wat ingevolge hierdie regulasie gedoen staan te word, kan hy 'n opdrag tot skorsing wat gegee mag gewees het, ophef en kan voorts een of meer van die strawwe ople soos in regulasie 8 van hierdie Hoofstuk bepaal.

(12) Die bevinding van die Raad ten opsigte van enige aanklag kragtens hierdie regulasie is finaal.

HOOFSTUK IV.

LANDBANKPENSIOENFONDS.

1. (1) Die Fonds is met regspersoonlikheid bekleed en is bevoeg om as regspersoon onder die naam van die Landbankpensioenfonds as eiser en verweerder in regte op te tree en roerende of onroerende goed te koop of andersins te verkry, te hou of te vervreem en alle dinge te doen wat vir die uitoefening van sy bevoegdhede of die verrigting van sy werksaamhede kragtens die bepalings van hierdie Hoofstuk nodig is of daarmee in verband staan.

(2) Die Fonds word deur die Raad geadministreer en beheer.

(3) Die Fonds bestaan uit—

- (a) die bedrae wat tot krediet van die ou fonds staan;
- (b) die bedrae deur lede in die Fonds gestort;
- (c) die bedrae deur die Bank in die Fonds gestort; en
- (d) alle ander bedrae waarop die Fonds geregtig mag word.

LIDMAATSKAP.

2. (1) Elke amptenaar wat onder die pensioenleef tyd is, word met inagneming van die bepalings van hierdie regulasies 'n lid van die Fonds vanaf die datum van sy permanente aanstelling.

(2) Solank 'n lid in die diens bly, word hy nie toegelaat om hom te onttrek as lid van die Fonds nie. 'n Lid wat om die een of ander rede uit diens tree, se lidmaatskap word met inagneming van die bepalings van hierdie regulasies, onmiddellik beëindig.

3. 'n Lid moet, tensy hy dit alreeds gedoen het, sy huweliksertifikaat en die geboortesertifikaat of ander bevredigende bewys van sy eie leeftyd en dié van sy eggenote en van sy kinders onder die leeftyd van agtien jaar aan die Raad lewer en hy moet ook sodanige ander inligting verstrek as wat die Raad mag vereis.

BYDRAES.

4. (1) Vanaf die datum van aanvang van sy pensioengewende diens, moet elke lid sewe en 'n half persent van sy pensioengewende verdienste tot die Fonds bydra en, tensy die Raad dit anders reël, word sodanige bydraes van die lid se salaris of loon deur die Bank afgetrek en in die Fonds gestort.

(2) If a member has any service during the period from 1st October, 1912, to 31st December, 1945, in respect of which he has paid no contributions or less than the full contributions then due, he shall state, within one month of being requested to do so by the Board, whether he desires to make such service pensionable service and if he so desires, he shall pay contributions at the then existing full rates or any balance of the full contributions then due in respect of such service, together with interest at the rate of four and one-half per cent per annum compounded half-yearly on the 30th June and 31st December, on the said contributions or balance contributions and calculated in accordance with the dates on which the said contributions or balance contributions would have been paid, had such service been pensionable service. Such contributions and interest shall be paid in cash or in monthly instalments over such period and on such conditions as the Board may determine.

(3) The Board may call upon a person who is appointed in the Bank on a temporary basis after the 1st January, 1946, and who thereafter becomes a member on permanent appointment in the service, to state, within one month of being requested to do so by the Board, whether he desires to convert into pensionable service any period, approved by the Board, of his past continuous temporary employment and if he so decides, he shall pay contributions in respect of such approved period, together with interest at the rate of four and one-half per cent per annum, compounded half-yearly, on the 30th June and the 31st December, on the said contributions and calculated in accordance with the dates on which the contributions would have been paid, had such person been a member of the Fund during that approved period. Such contributions and interest shall be paid in cash or in monthly instalments over such period and on such conditions as the Board may determine.

5. (1) When a member is on leave with full pay or with pay less than full pay, he shall continue to contribute on the basis of his full pensionable emoluments.

(2) When a member is on leave without pay, he shall continue to contribute on the basis of the full pensionable emoluments which he would have received had he not been on such leave.

6. The Bank shall contribute to the Fund—

- (a) an amount equal to the contributions and any interest paid by the members in terms of sub-regulations (1) and (3) of regulation 4; and
- (b) with the approval of the Board, such additional amounts as the Board may, at any time, consider necessary to enable the Fund to continue meeting the charges provided for in these regulations.

AGE OF RETIREMENT.

7. A member who has attained the pensionable age shall retire from the service of the Bank: Provided that the services of a female member who has made use of the election given to her in terms of the provisions of section 5 of the regulations contained in Government Notice No. 2862 of 17th November, 1950, may be retained for further periods of not exceeding one year at a time, but not exceeding five years in all.

RETIREMENT AT PENSIONABLE AGE.

8. (1) When a member who has had not less than ten years' pensionable service retires on or after attaining the pensionable age, he shall be granted a retiring benefit calculated in terms of regulation 9.

(2) When a member who has had less than ten years' pensionable service retires on or after attaining the pensionable age or for one or more of the reasons given in regulations 11 and 12, he shall be granted a gratuity equal to twice the total of his contributions to the Fund.

(2) Indien 'n lid gedurende die tydperk 1 Oktober 1912 tot 31 Desember 1945 enige diens gehad het ten opsigte waarvan hy glad nie bygedra het nie of minder bygedra het as die volle bydraes dan verskuldig, moet hy binne 'n maand vanaf die datum waarop hy deur die Raad daartoe aangesê word, verklaar of hy verlang dat daardie diens in pensioengewende diens omgesit word, en as hy aldus besluit, moet hy die volle bydraes betaal op die basis wat destyds van toepassing was, of die balans van wat die volle bydraes vir daardie dienstyd sou gewees het, tesame met rente teen die koers van vier en 'n half persent per jaar, halfjaarliks op 30 Junie en 31 Desember saamgestel, bereken op die genoemde bydraes of balans van bydraes en ooreenkomstig die datums waarop daardie bydraes of balans van bydraes betaal sou gewees het, indien sodanige diens pensioengewende diens was. Sodanige bydraes en rente moet kontant betaal word of in maandelikse paaieimente oor 'n tydperk en op die voorwaardes wat die Raad mag bepaal.

(3) Die Raad kan 'n persoon wat ná 1 Januarie 1946 tydelik in diens van die Bank geneem is en wat later by permanente aanstelling 'n lid word, versoek om binne 'n maand vanaf die datum waarop hy deur die Raad daartoe aangesê word, te verklaar of hy verlang dat enige tydperk, soos deur die Raad goedgekeur, van sy vorige onafgebroke tydelike diens in pensioengewende diens omgesit word, en as hy aldus besluit, moet hy die bydraes ten opsigte van daardie goedgekeurde tydperk betaal, tesame met rente teen die koers van vier en 'n half persent per jaar, halfjaarliks op 30 Junie en 31 Desember saamgestel, bereken op die genoemde bydraes en ooreenkomstig die datums waarop daardie bydraes betaal sou gewees het indien hy gedurende daardie goedgekeurde tydperk 'n lid van die Fonds was. Sodanige bydraes en rente moet kontant betaal word of in maandelikse paaieimente oor 'n tydperk en op die voorwaardes wat die Raad mag bepaal.

5. (1) Onderwyl 'n lid met verlof is met volle of minder as volle besoldiging, gaan hy voort om op die basis van sy volle pensioengewende verdienste tot die Fonds by te dra.

(2) Onderwyl 'n lid met verlof sonder besoldiging is, gaan hy voort om tot die Fonds by te dra op die basis van die volle pensioengewende verdienste wat hy sou ontvang het indien hy nie met sodanige verlof was nie.

6. Die Bank dra tot die Fonds by—

- (a) 'n bedrag gelyk aan die bydraes en enige rente wat kragtens subregulasies (1) en (3) van regulasie 4 deur lede betaal moet word; en
- (b) met goedkeuring van die Raad, sodanige bykomende bedrae as wat die Raad te eniger tyd mag nodig ag sodat die Fonds onafgebroke aan die bepaalde verpligtinge kragtens hiërdie regulasies kan voldoen.

LEEFTYD VIR UITDIENSTREDING.

7. 'n Lid tree uit die diens van die Bank wanneer hy die pensioenleeftyd bereik: Met dien verstande dat die dienste van 'n vroulike lid wat gebruik gemaak het van die keuse wat kragtens artikel 5 van die regulasies vervat in Goewermentskennisgewing No. 2862 van 17 November 1950 aan haar vergun was, vir verdere tydperke van hoogstens een jaar op 'n keer behou kan word, maar vir nie langer as altesame vyf jaar nie.

UITDIENSTREDING OP PENSIOENLEEFTYD.

8. (1) Wanneer 'n lid met nie minder nie as tien jaar pensioengewende diens by bereiking van die pensioenleeftyd of daarna uit diens tree, word aan hom 'n uitdiens-tredingsvoordeel toegeken, bereken ooreenkomstig regulasie 9.

(2) Wanneer 'n lid met minder as tien jaar pensioengewende diens by bereiking van die pensioenleeftyd, of om een of meer van die redes vermeld in regulasies 11 en 12 uit diens tree, word aan hom 'n gratifikasie betaal gelyk aan dubbel sy totale bydraes tot die Fonds.

9. Subject to the provisions of these regulations, the retiring benefit payable to a member shall be based on his average annual pensionable emoluments during the last five years of his pensionable service and shall consist of an annual pension, which shall be calculated at the rate of one-eighth of such average emoluments for each year of pensionable service, together with a gratuity equal to 4.3 per cent, in the case of a male member and 5.4 per cent, in the case of a female member of such average emoluments, for each year of pensionable service.

PREMATURE RETIREMENT AT INSTANCE OF MEMBER.

10. Notwithstanding the provisions of regulation 7—

(a) a male member who has made use of the election given to him in terms of the provisions of section 5 of the regulations contained in Government Notice No. 2862 of 17th November, 1950, may, with the consent of the Board, retire on or after attaining the age of fifty-five years, in which event he shall be granted a retiring benefit calculated in accordance with regulation 9 and from the amount so calculated, there shall be deducted two-fifths of one per cent of such amount in respect of each month or part thereof by which the pensionable age exceeds the actual age of such member on retirement; and

(b) a member other than a member mentioned in paragraph (a) of this regulation who became a member before the 1st July, 1963, and who has had not less than ten years' pensionable service may retire within a period of five years before attaining the pensionable age, in which event the member shall be granted a retiring benefit calculated in accordance with regulation 9: Provided that the provisions of this paragraph shall not be applicable to a female member who has made use of the election given to her in terms of the provisions of section 5 of the regulations contained in Government Notice No. 2862 of 17th November, 1950.

PREMATURE RETIREMENT AT INSTANCE OF BANK.

11. A member who has not attained the pensionable age, who has had not less than ten years' pensionable service and who has become, in the opinion of the Board, after taking medical advice, permanently incapable of efficiently discharging his duties in the position then occupied by him by reasons of infirmity of mind or body, shall be retired from the service and, if the infirmity or disability is not due to his own default, he shall be granted a retiring benefit calculated in terms of regulation 9. The Bank shall bear the cost of any such medical advice.

12. If a member, who has not attained the pensionable age and who has had not less than ten years' pensionable service, is retired from the service owing to a reduction in or reorganisation or readjustment of staff or to the abolition of his office or post or in order to promote efficiency or economy in the Bank or to retrenchment generally, he shall be granted a retiring benefit calculated in terms of regulation 9. All pension payments in respect of the period before he attains the pensionable age shall be paid by the Bank and the gratuity payment shall be paid partly by the Bank and partly by the Fund, in accordance with tables recommended by the actuary and approved by the Board.

13. When a member is retired in terms of regulation 11 or 12 there shall be added to his pensionable service for the purpose of calculating any retiring benefit which he is granted, either one-third of the period of the said service or the period, not exceeding five years, by which his pensionable age exceeds his age at retirement, whichever is the lesser period: Provided that the amount by which the benefits provided under this chapter are increased by reason of the period so added, shall be paid by the Bank.

9. Behoudens die bepalings van hierdie regulasies word die uitdienstredingsvoordeel aan 'n lid betaalbaar, gebaseer op die jaarlikse gemiddelde van sy pensioengewende verdienste gedurende die laaste vyf jaar van sy pensioengewende diens, en bestaan uit 'n jaarlikse pensioen bereken volgens die skaal van een-tagstigste van sodanige gemiddelde verdienste vir elke jaar van pensioengewende diens benewens 'n gratifikasie gelyk aan 4.3 persent by 'n manlike lid en 5.4 persent by 'n vroulike lid, van sodanige gemiddelde verdienste ten opsigte van elke jaar van pensioengewende diens.

VERVROEGDE UITDIENSTREDING OP VERSOEK VAN 'N LID.

10. Ondanks die bepalings van regulasie 7—

(a) kan 'n manlike lid wat gebruik gemaak het van die keuse wat kragtens artikel 5 van die regulasies vervat in Goewermentskennisgewing No. 2862 van 17 November 1950 aan hom vergun was, wanneer hy die leeftyd van vyf-en-vyftig jaar bereik het of daarna, met toestemming van die Raad uit diens tree, in welke geval 'n uitdienstredingsvoordeel bereken ooreenkomstig regulasie 9, aan hom toegeken word, en van die bedrag aldus bereken, word twee-vyftes van een persent van daardie bedrag afgetrek ten opsigte van elke maand, of gedeelte daarvan, waarmee daardie lid se pensioenleeftyd sy werklike leeftyd by uitdienstreding te bowe gaan; en

(b) kan 'n ander lid as 'n lid genoem in paragraaf (a) van hierdie regulasie, wat 'n lid geword het vóór 1 Julie 1963 en met nie minder nie as tien jaar pensioengewende diens, binne 'n tydperk van vyf jaar vóór die bereiking van die pensioenleeftyd uit diens tree, in welke geval 'n uitdienstredingsvoordeel bereken ooreenkomstig regulasie 9 aan die lid toegeken word: Met dien verstande dat die bepalings van hierdie paragraaf nie van toepassing is nie op 'n vroulike lid wat gebruik gemaak het van die keuse wat kragtens artikel 5 van die regulasies vervat in Goewermentskennisgewing No. 2862 van 17 November 1950 aan haar vergun was.

VERVROEGDE UITDIENSTREDING OP VERSOEK VAN DIE BANK.

11. 'n Lid wat nie die pensioenleeftyd bereik het en met nie minder as tien jaar pensioengewende diens nie en wat, nadat geneeskundige advies ingewin is, volgens die Raad se mening permanent ongeskik geword het om, as gevolg van 'n geestes- of liggaamsgebrek, die werksaamhede in die betrekking toentertyd deur hom beklee op bekwame wyse te verrig, word uit diens gepensioeneer, en indien die gebrek of ongeskiktheid sonder sy eie toedoen veroorsaak was, word 'n uitdienstredingsvoordeel ooreenkomstig regulasie 9 bereken, aan hom toegeken. Die Bank dra die koste van sodanige geneeskundige advies.

12. Indien 'n lid wat nie die pensioenleeftyd bereik het en met nie minder as tien jaar pensioengewende diens nie uit diens gepensioeneer word weens 'n vermindering, reorganisasie of herindeling van personeel of die afskaffing van sy betrekking of pos of ten einde doeltreffendheid of besuiniging in die Bank te bevorder of weens algemene besnoeiing, word 'n uitdienstredingsvoordeel ooreenkomstig regulasie 9 bereken, aan hom toegeken. Alle pensioengelde ten opsigte van die tydperk voordat hy die pensioenleeftyd bereik, word deur die Bank betaal en die gratifikasie gedeeltelik deur die Bank en gedeeltelik deur die Fonds, ooreenkomstig tabelle deur die aktuaris aanbeveel en deur die Raad goedgekeur.

13. Wanneer 'n lid kragtens regulasie 11 of 12 uit diens gepensioeneer word, word vir die berekening van enige uitdienstredingsvoordeel wat aan hom toegeken word, by sy pensioengewende diens bygevoeg of een-derde van die tydperk van daardie diens of die tydperk, vyf jaar nie te bowe gaande nie, waarmee sy pensioenleeftyd sy leeftyd by uitdienstreding te bowe gaan, na gelang van watter tydperk die kortste is: Met dien verstande dat die bedrag waarmee die voordele waarvoor hierdie Hoofstuk voorsiening maak verhoog word vanweë die aldus bygevoegde tydperk, deur die Bank betaal word.

BENEFITS TO ELIGIBLE WIDOWS AND CHILDREN.

14. (1) If a male member who has had not less than ten years' pensionable service dies and leaves an eligible widow, she shall, subject to the provisions of sub-regulation (4) of this regulation, be granted the gratuity, and a pension equal to two-thirds of the pension, which the member would have received if he had been retired in terms of sub-regulation (1) of regulation 8 on the day of his death.

(2) If a male pensioner dies and leaves an eligible widow, she shall, subject to the provisions of sub-regulation (4) of this regulation, be granted a pension equal to two-thirds of the deceased pensioner's pension.

(3) If a male member who has had not less than ten years' pensionable service or a male pensioner dies and leaves an eligible widow and eligible children, there shall be granted in respect of such eligible children a pension equal to the following proportion of the pension which would, but for the provisions of sub-regulation (4) of this regulation, be granted to the eligible widow:—

Number of Eligible Children.	Proportion.
One.....	One-third.
Two or more.....	One-half.

(4) The pension payable to a widow with or without a child or children shall not be less than two hundred rand a year.

15. (1) If, after not less than ten years' pensionable service, a male member dies and does not leave an eligible widow but leaves eligible children, or a female member dies and leaves eligible children, there shall be granted in respect of such children the gratuity and the following proportion of the pension which the member would have received if he or she had been retired in terms of sub-regulation (1) of regulation 8 on the day of his or her death:—

Number of Eligible Children.	Proportion.
One.....	Four-ninths.
Two or more.....	Eight-ninths.

(2) If a male pensioner dies and does not leave an eligible widow but leaves eligible children, or if a female pensioner dies and leaves eligible children, there shall be granted in respect of such children a pension equal to the following proportion of the deceased pensioner's pension:—

Number of Eligible Children.	Proportion.
One.....	Four-ninths.
Two or more.....	Eight-ninths.

(3) The minimum annual pension in terms of sub-regulations (1) and (2) of this regulation shall be one hundred rand if there is one eligible child and two hundred rand if there are two or more eligible children.

CESSATION OF PENSIONS.

16. (1) A pension granted to a member shall cease on his death.

(2) A pension granted to a widow shall cease on her death and the pension payable in respect of any eligible children shall, unless the Board in its absolute discretion otherwise directs, thereupon be calculated, subject to the provisions of sub-regulation (3) of regulation 15, in accordance with the provisions of sub-regulation (1) or (2), as the case may be, of regulation 15.

(3) A pension granted to an eligible child shall cease when he ceases to be an eligible child.

(4) The Board may, in its absolute discretion, withhold a pension from a child who would otherwise be eligible for a pension, if, in the Board's opinion, the child is or has become self-supporting.

VOORDELE AAN KWALIFISERENDE WEDUWES EN KINDERS.

14. (1) Indien 'n manlike lid met nie minder nie as tien jaar pensioengewende diens te sterwe kom en 'n kwalifiserende weduwee nalaat, word aan haar, onderworpe aan die bepalings van subregulasie (4) van hierdie regulasie, die gratifikasie betaal, en 'n pensioen gelyk aan twee-derdes van die pensioen, wat die lid sou ontvang het indien hy kragtens subregulasie (1) van regulasie 8 op die dag van sy dood uit diens getree het.

(2) Indien 'n manlike pensioentrekker te sterwe kom en 'n kwalifiserende weduwee nalaat, word aan haar, onderworpe aan die bepalings van subregulasie (4) van hierdie regulasie, 'n pensioen betaal gelyk aan twee-derdes van die oorlede pensioentrekker se pensioen.

(3) Indien 'n manlike lid met nie minder nie as tien jaar pensioengewende diens of 'n manlike pensioentrekker te sterwe kom en 'n kwalifiserende weduwee en kwalifiserende kinders nalaat, word ten opsigte van sodanige kwalifiserende kinders 'n pensioen betaal, gelyk aan die volgende gedeelte van die pensioen wat aan die kwalifiserende weduwee betaal sou geword het as dit nie was vir die bepalings van subregulasie (4) van hierdie regulasie nie:—

Getal kwalifiserende kinders.	Gedeelte.
Een.....	Een-derde.
Twee of meer.....	Een-helfte.

(4) Die pensioen betaalbaar aan 'n weduwee met of sonder 'n kind of kinders mag nie minder as tweehonderd rand per jaar wees nie.

15. (1) Indien, na nie minder nie as tien jaar pensioengewende diens, 'n manlike lid te sterwe kom en nie 'n kwalifiserende weduwee nie maar kwalifiserende kinders nalaat, of 'n vroulike lid te sterwe kom en kwalifiserende kinders nalaat, word ten opsigte van sodanige kinders die gratifikasie betaal en die volgende gedeelte van die pensioen wat die lid sou ontvang het indien hy of sy kragtens subregulasie (1) van regulasie 8 op die dag van sy of haar dood uit diens getree het:—

Getal kwalifiserende kinders.	Gedeelte.
Een.....	Vier-negendes.
Twee of meer.....	Agt-negendes.

(2) Indien 'n manlike pensioentrekker te sterwe kom en nie 'n kwalifiserende weduwee nie maar kwalifiserende kinders nalaat, of indien 'n vroulike pensioentrekker te sterwe kom en kwalifiserende kinders nalaat, word ten opsigte van sodanige kinders 'n pensioen betaal, gelyk aan die volgende gedeelte van die oorlede pensioentrekker se pensioen:—

Getal kwalifiserende kinders.	Gedeelte.
Een.....	Vier-negendes.
Twee of meer.....	Agt-negendes.

(3) Die minimum jaarlikse pensioen kragtens subregulasies (1) en (2) van hierdie regulasie is eenhonderd rand as daar een kwalifiserende kind is en tweehonderd rand as daar twee of meer kwalifiserende kinders is.

VERVAL VAN PENSIOENE.

16. (1) 'n Pensioen aan 'n lid toegeken, vervall by sy dood.

(2) 'n Pensioen aan 'n weduwee toegeken vervall by haar dood en tensy die Raad na goeëddunke anders bepaal, word die pensioen betaalbaar ten opsigte van enige kwalifiserende kinders daarna herbereken ooreenkomstig die bepalings van subregulasie (1) of (2), na gelang van die geval, van regulasie 15 onderworpe aan die bepalings van subregulasie (3) van regulasie 15.

(3) 'n Pensioen aan 'n kwalifiserende kind toegeken, vervall wanneer hy ophou om 'n kwalifiserende kind te wees.

(4) Die Raad kan na goeëddunke 'n pensioen van 'n kind wat andersins vir 'n pensioen kwalifiseer terughou indien die kind, na die Raad se mening, selfonderhoudend is of geword het.

DEATH BENEFITS IN RESPECT OF MEMBERS WITH LESS THAN TEN YEARS' PENSIONABLE SERVICE.

17. If a member who has had less than ten years' pensionable service dies and is survived by a widow and/or a child or children, there shall be paid to such widow and/or child or children, as the case may be, a gratuity equal to twice the contributions paid by the member: Provided that, in the case of a child or children who have attained the age of eighteen years, the provisions of sub-regulation (1) of regulation 20 shall *mutatis mutandis* apply.

OTHER DEATH BENEFITS.

18. If, on the death of a male or female member, no pension is payable to an eligible widow or eligible child in terms of regulation 14 or 15, his or her dependants (if any) shall receive a gratuity equal to twice the contributions paid to the Fund by the member, together with the amount (if any) of the special contribution.

19. If, on the death of a male or female pensioner within five years of retirement, no pension is payable to an eligible widow or eligible child in terms of regulation 14 or 15, his or her dependants (if any) shall receive a gratuity equal to the aggregate amount of the pension which would have been paid to such pensioner from the day following the date of his or her death until the expiry of the said five years, had he or she not died: Provided that any part of the gratuity which is payable in respect of the additional benefit granted in terms of regulation 13 shall be paid by the Bank.

GRATUITIES TO DEPENDANTS.

20. (1) The Board may, subject to the provisions of regulation 25, reduce the amount of any gratuity payable under regulations 14, 15, 18 and 19 above, to an extent which, having regard to the circumstances of the said dependants, appears to it to be reasonable.

(2) In the event of any doubt arising as to whether the deceased left a dependant or dependants, the Board shall, in its absolute discretion, decide whether the deceased left a dependant or dependants and, if so, to which dependant or dependants and in what proportions the gratuity shall be paid.

(3) In case no claim for any benefit is made by a dependant or dependants within a period of six months after the death of a member or pensioner, it shall be assumed that no dependant or dependants exist and the amount of the deceased's contributions, less the amount (if any) which he may have received by way of retiring benefit, shall, thereupon, be paid to his estate and there shall thereafter be no further claim on the Fund or upon the Bank in respect of such deceased member or pensioner.

MARRIAGE OF FEMALE MEMBERS.

21. (1) A female member shall retire from the service upon her marriage.

(2) A female member who so retires or who voluntarily retires from the service in contemplation of her marriage and thereafter marries within three months of such retirement, shall be granted a gratuity as follows:—

(a) If she was a member of the old fund, an amount equal to twice the contributions paid by her together with the special contribution (if any), together with interest at the rate of four and one-half per cent, per annum, compounded half-yearly as at the 30th June and 31st December, on the said amount, calculated in accordance with the dates on which the said contributions and the said special contribution were paid and up to the date of her retirement;

(b) if she was not a member of the old fund and was not, at the time of her retirement, employed on probation, an amount equal to the contributions paid by her plus ten per cent of such amount for each

VOORDELE BY AFSTERWE VAN LEDE MET MINDER AS TIEN JAAR PENSIOENGEWENDE DIENS.

17. Indien 'n lid met minder as tien jaar pensioengewende diens te sterwe kom en 'n weduwee en/of 'n kind of kinders nalaat, word aan sodanige weduwee en/of kind of kinders, na gelang van die geval, 'n gratifikasie betaal gelyk aan dubbel die bedrag van die lid se bydraes: Met dien verstande dat die bepalings van subregulasie (1) van regulasie 20 *mutatis mutandis* van toepassing is op 'n kind of kinders wat die leeftyd van agttien jaar bereik het.

ANDER VOORDELE BY AFSTERWE.

18. Indien by die afsterwe van 'n manlike of vroulike lid geen pensioen aan 'n kwalifiserende weduwee of kwalifiserende kind kragtens regulasie 14 of 15 betaalbaar is nie, ontvang sy of haar afhanklikes (as daar is) 'n gratifikasie gelyk aan dubbel die bedrag van die lid se bydraes tot die Fonds, asook die bedrag van die spesiale bydrae, as daar is.

19. Indien by die afsterwe van 'n manlike of vroulike pensioentrekker binne vyf jaar vanaf uitdienstreding, geen pensioen aan 'n kwalifiserende weduwee of kwalifiserende kind kragtens regulasie 14 of 15 betaalbaar is nie, ontvang sodanige pensioentrekker se afhanklikes (as daar is) 'n gratifikasie gelyk aan die totaalbedrag van die pensioen wat aan sodanige pensioentrekker uitbetaal sou geword het vanaf die dag na sy of haar dood tot by verstryking van bedoelde vyf jaar, as hy of sy nie gesterf het nie: Met dien verstande dat enige gedeelte van die gratifikasie wat betaalbaar is ten opsigte van die bykomende voordeel kragtens regulasie 13 toegeken, deur die Bank betaal moet word.

GRATIFIKASIES AAN AFHANKLIKES.

20. (1) Met inagneming van die bepalings van regulasie 25, kan die Raad enige gratifikasie wat kragtens regulasies 14, 15, 18 en 19 betaalbaar is, in so 'n mate verminder as wat hom, na gelang van die omstandighede van bedoelde afhanklikes, redelik voorkom.

(2) Indien daar twyfel bestaan of die oorledene 'n afhanklike of afhanklikes nagelaat het, berus dit by die Raad om na goëddunke te besluit of die oorledene 'n afhanklike of afhanklikes nagelaat het en indien wel, aan welke afhanklike of afhanklikes en in watter verhouding die gratifikasie betaal moet word.

(3) Ingeval geen aanspraak deur 'n afhanklike of afhanklikes binne 'n tydperk van ses maande ná die dood van 'n lid of 'n pensioentrekker op enige voordeel gemaak word nie, word aanvaar dat daar geen sodanige afhanklike of afhanklikes bestaan nie en word die bedrag van die oorledene se bydraes, min die bedrag wat hy by wyse van 'n uitdienstredingsvoordeel mag ontvang het, as daar was, daarna aan sy boedel betaal, waarna daar geen verdere eis met betrekking tot bedoelde oorlede lid of pensioentrekker teen die Fonds of die Bank bestaan nie.

VROULIKE LEDE WAT IN DIE HUWELIK TREE.

21. (1) 'n Vroulike lid tree uit diens by haar huwelik.

(2) Aan 'n vroulike lid wat aldus uittree of wat, met die voorneme om te trou, vrywillig uit diens tree, en wat dan binne drie maande vanaf daardie uitdienstreding in die huwelik tree, word 'n gratifikasie toegeken soos volg:—

(a) Indien sy 'n lid van die ou fonds was, 'n bedrag gelyk aan dubbel die bydraes deur haar inbetaal, benewens die spesiale bydrae, as daar is, tesame met rente teen 'n koers van vier en 'n half persent per jaar, halfjaarliks op 30 Junie en 31 Desember saamgestel, bereken op die bedoelde bedrag ooreenkomstig die datums waarop daardie bydraes en spesiale bydrae betaal was, tot die datum van haar uitdienstreding;

(b) indien sy nie 'n lid van die ou fonds was nie en nie by datum van uitdienstreding op proef in diens was nie, 'n bedrag gelyk aan die bydraes deur haar inbetaal, benewens tien persent van daardie bedrag

complete year of pensionable service in excess of two years, subject to a maximum of twice the contributions paid by her. No proof of marriage shall be required if such member has had less than three complete years of pensionable service:

Provided that, if written notice of the proposed date of her marriage was not given in accordance with the provisions of sub-regulation (2) of regulation 9 of Chapter II, the Board may, upon recommendation of the Managing Director, pay to such female member only a portion of the gratuity envisaged in paragraph (a) or (b) above, as the case may be, but not being less than the gratuity to which such member would have been entitled if she had voluntarily resigned from the service of the Bank under the provisions of regulation 23.

DISMISSALS, FORCED RESIGNATIONS AND PROBATIONARY PERIODS.

22. If a member is dismissed from the service or is called upon to resign or resigns in order to avoid such dismissal or, having been employed on probation, leaves the service at or before the expiry of his probationary period, he shall be deemed to have ceased to be a member and he shall receive a refund of his contributions only without any interest: Provided that if the Bank shall have sustained any pecuniary loss through any action of such member, the amount of such loss shall be deducted from the amount payable to the member and shall be paid over to the Bank.

VOLUNTARY AND OTHER RESIGNATIONS.

23. Save as is provided in regulations 10 and 22, if a member resigns voluntary from the service or if he leaves the service for any reason other than those detailed in these regulations, he shall be granted a gratuity equal to the contributions he has paid, together with ten per cent thereof for each complete year of pensionable service in excess of thirteen years and shall thereupon cease to have any further interest in the Fund.

WIDOWS OF SPECIAL PENSIONERS.

24. (1) In the event of the death of a special pensioner, there shall be paid to his surviving eligible widow in lieu of any other benefits provided for in this chapter, and subject to the provisions of sub-regulation (2) of regulation 16, an annual pension equivalent to one-half of the annual pension to which such deceased special pensioner was entitled during his lifetime.

(2) The minimum pension referred to in sub-regulation (4) of regulation 14 shall not apply to a widow of a special pensioner.

(3) Nothing in this regulation contained shall affect the provisions of the remaining regulations in this chapter in so far as such regulations are not inconsistent with this regulation.

MINIMUM BENEFITS.

25. Notwithstanding anything to the contrary contained in these regulations, it is specially provided that, except in any case falling under regulation 22, 33 or 37, the total amount of the benefits payable to or in respect of a member shall not be less than the amount of the contributions paid by the member and any shortage shall be made good by the Bank, by granting additional benefits of such kind and to such person as the Board may decide.

FINANCIAL PROVISIONS.

26. The whole or any portion of the Fund may be applied by the Board—

- (a) for the purpose for which funds of the Bank may be legally devoted;
- (b) to grant loans to members of the Fund upon such conditions as may be determined by the Board; and
- (c) to make any other investments against such security as the Board deems fit.

ten opsigte van elke voltooide jaar van pensioengewende diens bo twee jaar, maar nie meer as dubbel die bedrag van die bydraes deur haar inbetaal nie. Bewys dat sy in die huwelik getree het, word nie van sodanige lid met minder as drie volle jare pensioengewende diens verlang nie:

Met dien verstande dat, indien skriftelike kennisgewing van die voorgestelde datum van haar huwelik nie kragtens die bepalings van subregulasie (2) van regulasie 9 van Hoofstuk II gegee was nie, die Raad slegs 'n gedeelte van die gratifikasie in paragrawe (a) of (b) hierbo beoog, na gelang van die geval, aan bedoelde vroulike lid op aanbeveling van die Besturende Direkteur kan betaal, maar nie minder nie as die gratifikasie waarop sy geregtig sou gewees het indien sy kragtens die bepalings van regulasie 23 vrywillig uit die Bank se diens bedank het.

AFDANKINGS, GEDWONGE BEDANKINGS EN PROEFTYE.

22. 'n Lid wat uit die diens ontslaan is of aangesê is om te bedank of wat bedank het ten einde sodanige ontslag te vermy of wat vir 'n proeftyd aangestel is en die diens op of voor die verstryking van sy proeftyd verlaat, word geag nie meer 'n lid te wees nie en ontvang slegs 'n terugbetaling van sy bydraes sonder enige rente: Met dien verstande dat, indien die Bank enige geldelike verlies weens die optrede van daardie lid gelyk het, die bedrag van sodanige verlies afgetrek word van die bedrag aan die lid betaalbaar en aan die Bank oorbetal word.

VRYWILLIGE EN ANDER BEDANKINGS.

23. Behalwe vir sover in regulasies 10 en 22 anders bepaal word, word aan 'n lid wat vrywillig bedank of die diens verlaat om enige ander rede as dié in hierdie regulasies uiteengesit, 'n gratifikasie toegeken gelyk aan die bydraes deur hom inbetaal, benewens tien persent daarvan ten opsigte van elke voltooide jaar van pensioengewende diens bo dertien jaar, en daarna het hy geen verdere belang in die Fonds nie.

WEDUWES VAN SPESIALE PENSIOENTREKKERS.

24. (1) Indien 'n spesiale pensioentrekker te sterwe kom, word in plaas van enige ander voordele waarvoor in hierdie Hoofstuk voorsiening gemaak word en met inagneming van die bepalings van subregulasie (2) van regulasie 16, aan sy nagelate kwalifiserende weduwee 'n jaarlikse pensioen betaal gelyk aan een-helfte van die jaarlikse pensioen waarop bedoelde oorlede spesiale pensioentrekker in sy leeftyd geregtig was.

(2) Die minimum pensioen waarna in subregulasie (4) van regulasie 14 verwys word, is nie van toepassing op die weduwee van 'n spesiale pensioentrekker nie.

(3) Die bepalings van hierdie regulasie maak geen inbreuk op die bepalings van die oorblywende regulasies in hierdie Hoofstuk vir sover daardie regulasies nie met hierdie regulasie onbestaanbaar is nie.

MINIMUM VOORDELE.

25. Ondanks andersluidende bepalings in hierdie regulasies word spesiaal bepaal dat, behalwe in 'n geval kragtens regulasie 22, 33 of 37, die totaalbedrag van voordele aan of ten opsigte van 'n lid betaalbaar, nie minder moet wees nie as die bedrag van die bydraes deur hom inbetaal en enige tekort word deur die Bank vergoed deur die toekenning van bykomende voordele van sodanige aard en aan so iemand as wat die Raad mag bepaal.

FINANSIËLE BEPALINGS.

26. Die hele Fonds of enige gedeelte daarvan kan deur die Raad aangewend word—

- (a) vir die doeleindes waarvoor fondse van die Bank wettiglik gebruik kan word;
- (b) om lenings aan lede van die Fonds toe te staan op die voorwaardes wat die Raad bepaal; en
- (c) om enige ander beleggings te maak teen sodanige sekuriteit as wat die Raad goedvind.

27. The Bank shall guarantee that any moneys of the Fund deposited with the Bank shall earn interest at the rate of four and one-half per cent per annum, compounded half-yearly on the 30th June and the 31st December each year.

28. The whole of the expenses in connection with or incidental to the management or administration of the Fund and the investment thereof, including the cost of audit and of actuarial investigations, shall be borne by the Bank.

29. (1) The Board shall cause full and true accounts of all matters of the Fund to be kept.

(2) The Board shall cause to be kept a complete record of all necessary particulars of the members of the Fund and of persons entitled to benefits and of all deaths, withdrawals and other matters essential to the working of the Fund.

30. The Fund shall be valued by an actuary at intervals not exceeding five years for the purpose of determining whether it continues to be capable of meeting the charges provided for in these regulations. The result of any such actuarial investigation shall be reported to the Board.

NATURE OF RIGHTS IN THE FUND.

31. The benefit to which a member might claim to be entitled under the provisions of these regulations shall not be used as a ground for increasing damages in any action which may be brought by such member against the Bank.

32. No person, whether a member or otherwise, shall have any claim, right or interest upon, to or in respect of the Fund or any contributions thereto or any interest therein, or any claim upon or against the Board or the Bank except under and in accordance with the provisions of these regulations.

33. (1) Unless otherwise in these regulations expressly provided:—

(a) No interest in or right to or in respect of a pension or other benefit payable under these regulations (hereinafter in this regulation referred to as "rights", shall be capable of being exercised or claimed in any way by anybody, other than the person upon whom such rights have been conferred under these regulations, and shall be purely personal to such person and no such rights shall be capable of being ceded, assigned, transferred, pledged or hypothecated or in any way alienated or of being vested in any other person whomsoever in any capacity and any such rights shall not be liable to be attached by or on behalf of any creditor or be subject to any form of execution under a judgment or order of court.

(b) Such rights shall be determined absolutely and be wholly forfeited for the benefit of the Fund on the happening of any of the following events—

(i) if the person concerned—

(aa) is finally declared insolvent or surrenders his estate or assigns his estate in any way for the benefit of his creditors; or

(bb) purports to cede, assign, transfer, pledge, hypothecate or in any way alienate all or any of his rights under these regulations; or

(ii) if a creditor of the person concerned purports to attach or to sell under any writ of execution or causes to be so attached or so sold, all or any rights under these regulations.

(c) In the event of any person forfeiting his rights as aforesaid, the Board may, if it so chooses and in its absolute discretion in all respects, from time to time pay out of the Fund (or, without notice, cease to pay)—

(i) to such person, such amount or amounts as the Board may consider necessary for the support of such person; and/or

27. Die Bank waarborg dat enige gelde van die Fonds wat by die Bank gedeponeer is rente verdien teen die koers van vier en 'n half persent per jaar, halfjaarliks op 30 Junie en 31 Desember van elke jaar saamgestel.

28. Al die onkoste in verband met of wat ontstaan uit die beheer of administrasie van die Fonds en die belegging daarvan, met inbegrip van die koste van ouditering en van aktuariële ondersoeke, word deur die Bank gedra.

29. (1) Die Raad sorg vir die volledige en juiste boekhouding van alle sake van die Fonds.

(2) Die Raad sorg dat 'n volledige rekord gehou word van alle nodige besonderhede betreffende lede van die Fonds en van persone wat op voordele geregtig is en van alle sterfgevälle, onttrekkings en ander aangeleenthede wat vir die administrasie van die Fonds noodsaaklik is.

30. Die Fonds word met tussenpose van hoogstens vyf jaar deur 'n aktuaris gewaardeer om vas te stel of dit nog aan die bepaalde verpligtings kragtens hierdie regulasies kan voldoen. Die uitslag van so 'n aktuariële ondersoek word in 'n verslag aan die Raad voorgelê.

AARD VAN REGTE IN DIE FONDS.

31. 'n Voordeel waarop 'n lid beweër om kragtens die bepalinge van hierdie regulasies geregtig te wees, mag nie in 'n hofsak wat sodanige lid teen die Bank mag instel, aangevoer word as grond vir hoër skadevergoeding nie.

32. Niemand, hetsy hy 'n lid is al dan nie, het enige aanspraak of reg op of belang in of ten opsigte van die Fonds, of enige bydraes daartoe, of enige belang daarin, of enige vorderingsreg op of teen die Raad of die Bank nie, behalwe kragtens en ooreenkomstig die bepalinge van hierdie regulasies.

33. (1) Behalwe vir sover dit in hierdie regulasies uitdruklik anders bepaal word—

(a) kan geen belang in of reg op of ten opsigte van 'n pensioen of ander voordeel kragtens hierdie regulasies betaalbaar (hierna in hierdie regulasie regte genoem) deur iemand anders as die persoon aan wie die regte kragtens hierdie regulasies toekom, op enige wyse uitgeoefen of gevorder word nie, en word die regte aan so iemand persoonlik toegeken en kan geen sodanige regte gesedeer, afgestaan, oorgedra, verpand of verhipotekeer of op enige wyse vervreem word nie en kan niemand anders in watter hoedanigheid ook al, met die regte bekleed word nie, en sodanige regte is nie vatbaar vir beslaglegging deur of ten behoeve van 'n skuldeiser of onderhewig aan enige vorm van eksekusie ingevolge 'n vonnis of bevel van die hof nie;

(b) word sodanige regte geheel en al beëindig en ten bate van die Fonds verbeurd verklaar, as enige van die volgende voorvalle plaasvind:—

(i) indien die betrokke persoon—

(aa) finaal insolvent verklaar word of boedel oorgee of sy boedel op enige wyse ten bate van sy skuldeisers afstaan; of

(bb) poog om enigeen of al sy regte kragtens hierdie regulasies te sedeer, af te staan, oor te dra, te verpand, te verhipotekeer of op enige wyse te vervreem; of

(ii) indien 'n skuldeiser van die betrokke persoon poog om enigeen of alle regte kragtens hierdie regulasies, in beslag te neem of kragtens 'n lasbrief vir eksekusie te verkoop of aldus in beslag te laat neem of te laat verkoop;

(c) kan die Raad, in die geval van 'n persoon wat sy regte soos voormeld verbeurd het, geheel en al na eie goeddunke besluit om van tyd tot tyd uit die Fonds te betaal (of, sonder kennisgewing, ophou om te betaal)—

(i) aan bedoelde persoon, sodanige bedrag of bedrae as wat die Raad vir sy onderhoud mag nodig ag; en/of

- (ii) to the dependants of such person, such amount or amounts as the Board may consider necessary for the support of such dependants:

Provided that the total payments to any such person and/or dependants under this sub-regulation, shall not exceed the amount which would have been payable in respect of his rights, if such rights had not been determined and forfeited as aforesaid.

(2) Nothing in paragraphs (a) and (b) of sub-regulation (1) of this regulation shall apply in respect of rights, the actual payment of which had already become due out of the Fund at the date of the happening of any of the events in paragraph (b) of sub-regulation (1) of this regulation set forth.

(3) The date of the happening of any of the said events, for the purposes of paragraph (b) of sub-regulation (1) and sub-regulation (2) of this regulation, shall be deemed to be—

- (i) in the event of insolvency, the date of the acceptance of the surrender or of the final order of sequestration, as the case may be; or
- (ii) in the event of purported attachment or sale under writ of execution, the date of the writ; or
- (iii) in the event of any garnishee order or interdict, the date thereof; or
- (iv) in any of the other events aforesaid, the date of the instrument or other agreement:

Provided that if there shall be more than one date purporting to be the date upon which any such instrument or other agreement was signed or entered into, the date, for the purposes of this regulation, shall be deemed to be the earliest of such dates.

(4) No rights under these regulations shall be or become an asset in the deceased estate of any person, save as is expressly provided for in these regulations.

PAYMENT OF PENSIONS AND OTHER BENEFITS.

34. On the accrual of any benefits under this chapter, the Board shall compute the amount of the benefits payable from the Fund to the person or persons entitled thereto and shall, thereupon, make payment thereof in terms of these regulations.

35. (1) Payments of pension shall be made monthly to the person concerned, unless otherwise agreed, and if not applied for personally, such evidence of his identity and of his being alive, as the Board may require, shall be furnished. Children or other persons, on behalf of such children, shall also give such evidence as the Board may require, that they continue to be eligible for benefit. In the event of any default, the Board, in its absolute discretion, may suspend and need not make payment of the pension until such time as the default is remedied.

(2) The gratuity and pension payable in respect of any eligible children shall as a rule be paid to their surviving parent: Provided that the Board may, in its absolute discretion, apportion the gratuity and the pension amongst the children and pay any child's share of the gratuity and pension to him direct or to such person on his behalf as it may deem fit.

36. (1) If the Board, in its absolute discretion, decided that for some good and sufficient reason it is not desirable to make payment of any benefit or amount in the manner elsewhere provided for in these regulations, it may, in its absolute discretion, pay the benefit or amount in such other manner for the benefit of the beneficiary and/or his dependants, as the Board may determine.

(2) If the Board makes payment of a lump sum benefit by instalments, there shall be added to the part retained by the Fund, interest at such rate as it may, from time to time, determine.

- (ii) aan die afhanklikes van bedoelde persoon, sodanige bedrag of bedrae as wat die Raad vir hul onderhoud mag nodig ag:

Met dien verstande dat die totale betalings kragtens hierdie regulasie aan 'n aldus bedoelde persoon en/of afhanklikes, nie die bedrag oorskry wat ten opsigte van sy regte betaalbaar sou gewees het indien daardie regte nie soos voormeld beëindig en verbeurd verklaar was nie.

(2) Die bepalinge van paragrafe (a) en (b) van sub-regulasie (1) van hierdie regulasie is nie van toepassing nie op regte ten opsigte waarvan betaling in werklikheid reeds verskuldig was op die datum waarop enige van die voorvalle genoem in paragraaf (b) van subregulasie (1) van hierdie regulasie plaasgevind het.

(3) By die toepassing van paragraaf (b) van subregulasie (1) en subregulasie (2) van hierdie regulasie, word die datum waarop enige van bedoelde voorvalle plaasvind, geag te wees—

- (i) in die geval van insolvensie, die datum van die aanname van boedeloorlogawe of van die finale sekwestrasie-order, soos die geval mag wees;
- (ii) in die geval van 'n beweerde beslaglegging of verkoping kragtens 'n lasbrief vir eksekusie, die datum van die lasbrief;
- (iii) in die geval van 'n skuldbeslagorder of interdik, die datum daarvan;
- (iv) in die geval van enige van die ander voornoemde voorvalle, die datum van die dokument of ander ooreenkoms:

Met dien verstande dat indien daar meer as een datum is wat beweer word die datum te wees waarop sodanige dokument of ander ooreenkoms onderteken of aangegaan is, by die toepassing van hierdie regulasie, die vroegste datum geag word die datum te wees.

(4) Behalwe vir sover dit uitdruklik in hierdie regulasies bepaal word, is of word geen regte kragtens hierdie regulasies 'n bate in iemand se bestorwe boedel nie.

BETALING VAN PENSIOENE EN ANDER VOORDELE

34. Sodra voordele kragtens hierdie Hoofstuk verskuldig is, bereken die Raad die bedrag van die voordele wat uit die Fonds betaalbaar is aan die persoon of persone wat daarop geregtig is en daarna geskied betaling daarvan kragtens hierdie regulasies.

35. (1) Tensy anders ooreengekom, word pensioenuitbetalings maandeliks aan die betrokke gemaak, en tensy persoonlik daarom aansoek gedoen word, moet die bewys van sy identiteit en dat hy nog in lewe is, soos die Raad mag vereis, gelewer word. Kinders of ander persone namens sodanige kinders, moet ook die bewys lewer wat die Raad mag vereis, dat hulle nog op voordele geregtig is. By versuim hiervan kan die Raad na goeddunke, betaling van die pensioen opskort en hoef hy dit nie te betaal nie tot tyd en wyl daardie versuim herstel is.

(2) Die gratifikasie en pensioen wat ten opsigte van kwalifiserende kinders betaalbaar is, word in die reël aan hulle oorlewende ouer uitbetaal: Met dien verstande dat die Raad na goeddunke die gratifikasie en die pensioen onder die kinders kan verdeel en enige kind se gedeelte van die gratifikasie en pensioen aan hom direk kan betaal, of aan sodanige ander persoon ten behoeve van die kind, as wat die Raad mag goedvind.

36. (1) Indien die Raad, na goeddunke, besluit dat dit om 'n genoegsame rede onwenslik is om betaling van enige voordeel of bedrag te maak op die wyse wat elders in hierdie regulasies bepaal word, kan hy na goeddunke, betaling van die voordeel of bedrag ten bate van die bevoordeelde en/of sy afhanklikes maak op dié wyse wat die Raad mag bepaal.

(2) Indien die Raad 'n voordeel wat in één bedrag betaalbaar is in paaiemente sou uitbetaal, word daar by die deel wat deur die Fonds teruggehou word rente gevoeg teen 'n koers wat hy van tyd tot tyd mag bepaal.

(3) If the beneficiary is a minor, the Board may pay the benefit or amount to any person it may deem fit, on behalf of such minor.

(4) Any decision of the Board in terms of this regulation may be varied from time to time.

DEDUCTION OF DEBTS.

37. (1) The Board shall have the right and is hereby empowered to deduct from any pension or other benefit payable to or in respect of any member or any pensioner who was a member, any amount due or owing by such member or pensioner to the Bank and to pay such amount to the Bank, whose receipt therefor shall constitute a good and valid receipt and discharge for the same, as if it had been paid to the member or pensioner concerned.

(2) If at any time an amount becomes due to the Fund in respect of a loan granted to a member in terms of regulation 26, the Board may, notwithstanding anything to the contrary contained in these regulations, but subject to the payment of any amount in terms of regulation 22 or sub-regulation (1) of this regulation, deduct such amount from any pension or other benefit payable to or in respect of such member in terms of this chapter, and pay such amount over to the Fund for credit of the member's account.

RESIDENTIAL ADDRESSES.

38. Every person entitled to a pension shall give notice, in writing, to the Managing Director of his place of residence and of any change of residence.

TERMINATION OF SERVICES.

39. Nothing in this chapter provided, shall in any way restrict the right of the Bank to terminate the services of any member.

BOARD'S DECISION TO BE FINAL.

40. (1) Any question which may arise with regard to a claim by any person who is or was a member or by his dependants or by his legal representative, shall be referred to the Board, whose decision thereon shall be final and conclusive.

(2) In deciding any question of fact the Board may, save as is otherwise provided for in these regulations, act upon such evidence as it shall deem adequate, whether amounting to legal proof or not.

AMENDMENT OF PENSION FUND REGULATIONS.

41. (1) The Board may, in terms of the Act, at any time, recommend to the State President, the promulgation of such new regulations or the alteration or repeal of any existing regulations, as it may think fit.

(2) If, as the result of any valuation by the actuary in terms of regulation 30, the Board considers that the Fund does not continue to be capable of meeting the charges provided for in these regulations, the Board may, in terms of the Act, at any time, recommend to the State President the promulgation of such new regulations or the alteration or repeal of any existing regulations, which it may deem necessary in the circumstances.

(3) Any proposed amendment to these regulations affecting the financial basis of the Fund shall first be submitted to and reported upon by the actuary.

SPECIAL POWERS OF THE BOARD.

42. The Board shall be entitled, in its absolute discretion, to make any arrangements and to do anything not inconsistent with the provisions of these regulations or any amendment thereof, which, in its opinion, is for the benefit and protection of members and/or persons entitled to benefits.

CHAPTER V.

LEAVE OF ABSENCE.

1. (1) Leave in terms of these regulations, which has accrued to or has been accumulated by or the enjoyment of which may have been authorised to an official, may not be claimed as a right.

(3) As die bevoordeelde minderjarig is, kan die Raad na goeddunke die voordeel of bedrag aan iemand anders ten behoeve van die minderjarige betaal.

(4) Dit staan die Raad vry om enige besluit wat hy ingevolge hierdie regulasie geneem het van tyd tot tyd te verander.

AFTREK VAN SKULDE.

37. (1) Die Raad besit die reg en word hierby daartoe gemagtig om van die pensioen of ander voordeel betaalbaar aan of ten opsigte van 'n lid of 'n pensioentrekker wat 'n lid was, enige bedrag af te trek wat deur daardie lid of pensioentrekker aan die Bank betaalbaar of verskuldig is en om daardie bedrag oor te betaal aan die Bank wie se kwitansie daarvoor 'n geldige bewys van vereffening van daardie bedrag sal wees asof dit aan die betrokke lid of pensioentrekker self betaal was.

(2) Indien 'n bedrag te eniger tyd aan die Fonds betaalbaar word ten opsigte van 'n lening aan 'n lid toegestaan kragtens regulasie 26, kan die Raad ondanks andersluidende bepalings in hierdie regulasies, maar onderworpe aan die betaling van enige bedrag kragtens regulasie 22 of sub-regulasie (1) van hierdie regulasie, sodanige verskuldigde bedrag aftrek van die pensioen of ander voordeel wat kragtens hierdie Hoofstuk aan of ten opsigte van bedoelde lid betaalbaar is, en aan die Fonds oorbetaal vir krediet van die lid se rekening.

WOONADRESSE.

38. Elkeen wat op 'n pensioen geregtig is, moet die Besturende Direkteur skriftelik in kennis stel van sy verblyfplek en enige verandering daarvan.

BEÏNDIGING VAN DIENS.

39. Die Bank se reg om 'n lid se diens te beëindig word hoegenaamd nie deur die bepalings van hierdie Hoofstuk beperk nie.

RAAD SE BESLUIT IS FINAAL.

40. (1) Enige vraag wat mag ontstaan in verband met 'n eis deur enige persoon wat 'n lid is of was of deur sy afhanklikes of regsvertegenwoordiger, word na die Raad verwys wie se beslissing dienaangaande finaal en afdoende is.

(2) Behalwe vir sover in hierdie regulasies anders bepaal word, kan die Raad by 'n beslissing oor 'n feitevraag op sodanige getuienis handel as wat hy genoegsaam ag, hetsy dit geregtelike-bewys is al dan nie.

WYSIGING VAN PENSIOENFONDSREGULASIES.

41. (1) Die Raad kan, kragtens die Wet, na goeddunke te eniger tyd die uitvaardiging van nuwe regulasies of die wysiging of herroeping van enige bestaande regulasies by die Staatspresident aanbeveel.

(2) Indien die Raad as gevolg van 'n waardasie gemaak deur 'n aktuaris ingevolge regulasie 30, van mening is dat die Fonds nie langer aan die bepaalde verpligtings kragtens hierdie regulasies kan voldoen nie, kan die Raad, kragtens die Wet, te eniger tyd die uitvaardiging van sodanige nuwe regulasies of die wysiging of herroeping van enige bestaande regulasies wat hy in die omstandighede nodig ag, by die Staatspresident aanbeveel.

(3) Enige voorgenome wysiging van hierdie regulasies wat die finansiële grondslag van die Fonds raak, moet eers aan die aktuaris vir sy verslag voorgelê word.

RAAD SE SPESIALE BEVOEGDHEDE.

42. Die Raad is geregtig om na goeddunke enige reëlings te tref of enigiets te doen wat nie met die bepalings van hierdie regulasies of enige wysigings daarvan onbestaanbaar is nie en wat na sy mening tot voordeel en beskerming strek van lede en/of persone wat op voordele geregtig is.

HOOFSTUK V.

AFWESIGHEIDSVARLOF.

1. (1) Verlof wat 'n amptenaar kragtens hierdie regulasies toekom of wat hy opgegaar het of wat aan hom toegestaan is om benut te word, kan nie as 'n reg geëis word nie.

(2) All leave shall be enjoyed subject to the exigencies of the Bank's service and may be withdrawn, curtailed or postponed, at any time, by the Managing Director if, in his opinion, the interests of the Bank so require.

(3) No leave shall be enjoyed by an official unless his duties can be performed during his absence without increased expenditure from the Bank's funds: Provided that the Board may, in special circumstances authorise the incurrence of increased expenditure for such purpose.

(4) Subject to sub-regulations (1) to (3) of this regulation, the Managing Director may, at any time, require an official to proceed on leave.

APPLICATION FOR LEAVE.

2. (1) Every official shall, before the end of each calendar year, advise the head of his section or manager of the branch office concerned of the period for which he desires to enjoy leave during the ensuing calendar year. The dates between which leave may so be enjoyed shall be determined by the Managing Director, the General Manager or by the officials specially deputed thereto by the Managing Director.

(2) Leave of absence from duty under these regulations shall be authorised only after written application has been made on a form prescribed by the Board. The Managing Director may, in his discretion, dispense with this requirement. In the event of absence owing to sudden illness or unavoidable circumstances, notice thereof shall be given as soon as possible to the head of the section or manager of the branch office concerned.

(3) Applications for occasional and vacation leave shall be submitted to the Managing Director, the General Manager or to the officials specially deputed thereto by the Managing Director, in sufficient time, prior to the commencement of the leave, to allow of the completion of the necessary arrangements for the performance of the official's duties during his absence and the official shall not relinquish his duties until he has been advised that such arrangements have been completed and the leave applied for has been duly authorised.

AUTHORISATION OF LEAVE.

3. Except where otherwise provided, all leave shall be authorised by the Managing Director, the General Manager or by the officials specially deputed thereto by the Managing Director.

LEAVE AUTHORISED IN ERROR.

4. In the event of leave having been erroneously but in good faith authorised and enjoyed by an official, in excess of the periods permissible under these regulations, such excess leave may, with the approval of the Managing Director or the General Manager, be deducted from any leave which may subsequently accrue to or be accumulated by such official.

LEAVE REGISTER.

5. A leave register shall be kept containing full particulars of all leave enjoyed and all leave which may be authorised. Forms of application for leave, with the relative authorisations endorsed thereon, shall be preserved for purposes of record and audit.

RESUMPTION OF DUTY.

6. If an official, who has been absent on leave, fails to resume duty at the expiration of such leave, the fact shall be reported to the Managing Director by the head of the section or manager of the branch office concerned.

CLASSIFICATION OF OFFICIALS.

7. Except as may be otherwise specially provided, all officials shall, for the purpose of this chapter, be classified under the following groups:—

Group A.—All officials not falling under Group B, C, D or E.

Group B.—European officials employed on a temporary basis.

Group C.—Head messengers and caretakers.

Group D.—Messengers other than head messengers.

Group E.—Bantu, Indians and Coloureds.

(2) Alle verlof word benut onderworpe aan die vereistes van die Bank se werksaamhede en kan te eniger tyd deur die Besturende Direkteur teruggetrek, ingekort of uitgestel word indien hy van mening is dat die Bank se belange dit vereis.

(3) Geen verlof word deur 'n amptenaar benut nie tensy sy pligte tydens sy afwesigheid sonder verhoogde uitgawe uit die Bank se fondse uitgevoer kan word: Met dien verstande dat die Raad in besondere omstandighede die aangaan van 'n verhoogde uitgawe vir sodanige doel kan goedkeur.

(4) Die Besturende Direkteur kan, onderworpe aan sub-regulasies (1) tot (3) van hierdie regulasie, te eniger tyd gelas dat 'n amptenaar met verlof moet gaan.

AANVRAAG OM VERLOF.

2. (1) Elke amptenaar stel die hoof van sy afdeling of bestuurder van die betrokke takkantoor vóór die einde van elke kalenderjaar in kennis van die tydperk waarvoor hy begerig is om verlof gedurende die volgende kalenderjaar te benut. Die aanvangsdatum en die tydsduur van die verlof wat aldus benut mag word, word deur die Besturende Direkteur, die Hoofbestuurder of deur amptenare wat die Besturende Direkteur spesiaal daartoe aangewys het bepaal.

(2) Afwesigheidsverlof kragtens hierdie regulasies word alleenlik toegestaan nadat skriftelik daarom aansoek gedoen is op 'n vorm wat deur die Raad voorgeskryf is. Die Besturende Direkteur kan na goeddunke van hierdie vereiste afsien. In geval van afwesigheid weens skielike siekte of onvermydelike omstandighede moet kennis daarvan so gou moontlik aan die hoof van die afdeling of bestuurder van die betrokke takkantoor gegee word.

(3) Aanvrae om geleentheids- en vakansieverlof moet vóór die aanvang daarvan betyds ingedien word by die Besturende Direkteur, die Hoofbestuurder of by die amptenare wat die Besturende Direkteur spesiaal daartoe aangewys het, sodat reëlings getref kan word vir die verrigting van die amptenaar se werk tydens sy afwesigheid, en die amptenaar mag sy werk nie verlaat alvorens hy meegedeel is dat sodanige reëlings getref en die aangevraagde verlof behoorlik toegestaan is nie.

MAGTIGING VAN VERLOF.

3. Behalwe vir sover anders bepaal word, word alle verlof gemagtig deur die Besturende Direkteur, die Hoofbestuurder of deur die amptenare wat die Besturende Direkteur spesiaal daartoe aangewys het.

VERLOF PER ABUIS GEMAGTIG.

4. Ingeval aan 'n amptenaar per abuis dog in goeder trou meer verlof gemagtig en deur hom benut is as wat hierdie regulasies toelaat, kan so 'n oortoekeening met goedkeuring van die Besturende Direkteur of die Hoofbestuurder afgetrek word van enige verlof wat sodanige amptenaar later mag toekom of deur hom opgegaan mag word.

VERLOFREGISTER.

5. 'n Verlofregister word gehou waarin volledige besonderhede opgeteken moet word van alle verlof benut asook van verlof wat aan amptenare toegestaan kan word. Aansoekvorms om verlof, met die betrokke magtiging daarop aangeteken, word vir naslaan- en ouditdoeleindes bewaar.

DIENSHERVATTING.

6. Indien 'n amptenaar wat met verlof afwesig was, na laat om sy diens na afloop van sodanige verlof te hervat, moet die Besturende Direkteur deur die hoof van die afdeling of bestuurder van die betrokke takkantoor daarvan in kennis gestel word.

GROEPERING VAN AMPTENARE.

7. Behalwe vir sover spesiaal anders bepaal word, word alle amptenare by die toepassing van hierdie Hoofstuk onder die volgende groepe ingedeel:—

Groep A.—Alle amptenare wat nie onder groep B, C, D of E ressorteer nie.

Groep B.—Blanke amptenare wat tydelike diens doen.

Groep C.—Hoofbodes en opsigers.

Groep D.—Bodes, maar nie hoofbodes nie.

Groep E.—Bantoes, Indiërs en Kleurlinge.

KINDS OF LEAVE.

8. For the purposes of this chapter, leave shall be of the following kinds:—

- (a) Occasional leave.
- (b) Vacation leave.
- (c) Sick leave.
- (d) Special leave.
- (e) Leave without pay.

9. Except as is otherwise specially provided in this chapter, the enjoyment, accrual or accumulation of any one kind of leave shall not affect the enjoyment, accrual or accumulation of any other kind of leave, nor shall the transfer of an official from one group to another affect the leave accrued to or accumulated or enjoyed by or which could, in terms of this chapter, have been enjoyed by that official in the group from which he has been transferred: Provided that such leave shall be enjoyed before any further leave is enjoyed under the group to which he has been transferred.

(a) Occasional Leave.

10. (1) Occasional leave shall not be accumulated and may be enjoyed by an official, on full pay, during any one calendar year—

- (a) for periods not exceeding, in aggregate, the number of days specified in the schedule to this chapter in respect of the group in which the official is classified, or
- (b) for periods not exceeding, in aggregate, a proportionate number of the days so specified in the schedule, calculated in accordance with the period during that calendar year served in the group from the date of his first appointment or from the date of his transfer into the group, as the case may be:

Provided that no official, who is transferred from one group to another, shall enjoy, in any one calendar year, a greater number of days of occasional leave than he could have enjoyed had he served the whole of that calendar year in the group to which he has been transferred.

(2) Subject to the provisions of sub-regulation (1) of this regulation and to the provisions of regulation 29 of this chapter, the full period of occasional leave may be authorised and be enjoyed by an official at the commencement of any one calendar year.

11. Unenjoyed occasional leave at the end of any calendar year shall lapse.

12. Sundays and any day on which the Bank is officially closed, shall not be reckoned in any period of occasional leave enjoyed.

13. If occasional and vacation leave are enjoyed in conjunction in any one calendar year, the occasional leave shall be taken in a continuous period either before or after the vacation leave.

(b) Vacation Leave.

14. Vacation leave, on full pay, shall be accumulative and shall accrue as prescribed in the schedule to this chapter, for a period proportionate to the official's period of service in the group in which he is classified, calculated from the date of his first appointment or from the date of his transfer into the group, as the case may be.

15. Vacation leave shall not be enjoyed until, in the case of an official employed on a temporary basis, he shall have completed six months' service from the date of his first appointment and, in the case of any other official, twelve months' service from the date of his first appointment.

16. (1) Sundays and any day on which the Bank is officially closed, falling within a period of vacation leave, shall be regarded as vacation leave, notwithstanding that such period of leave may extend from one calendar year into another.

SOORTE VERLOF.

8. Vir die doeleindes van hierdie Hoofstuk, bestaan verlof uit die volgende soorte:—

- (a) Geleentheidsverlof.
- (b) Vakansieverlof.
- (c) Siekteverlof.
- (d) Spesiale verlof.
- (e) Verlof sonder besoldiging.

9. Behalwe vir sover in hierdie Hoofstuk spesiaal anders bepaal word, maak die benutting, toekoming of opgaring van enige soort verlof nie inbreuk op die benutting, toekoming of opgaring van enige ander soort verlof nie, en die oorpasing van 'n amptenaar van een groep na 'n ander raak ook nie die verlof wat sodanige amptenaar toekom of wat hy opgegaar of benut het nie, of wat hy kragtens hierdie Hoofstuk kon benut het in die groep waarvan hy oorgeplaas is: Met dien verstande dat sodanige verlof benut moet word voordat enige verdere verlof benut word onder die groep waarna hy oorgeplaas is.

(a) Geleentheidsverlof.

10. (1) Geleentheidsverlof is nie opgaarbaar nie en kan deur 'n amptenaar benut word teen volle besoldiging gedurende 'n bepaalde kalenderjaar—

- (a) vir tydperke wat altesaam nie die getal dae soos aangedui in die Bylae tot hierdie Hoofstuk in verband met die groep waaronder die amptenaar ressorteer, oortref nie, of
- (b) vir tydperke wat altesaam nie 'n eweredige aantal dae oortref nie soos aldus in die Bylae aangedui, bereken in verhouding tot die dienstyd wat in daardie kalenderjaar in die groep deurgebring is, vanaf die datum van sy eerste aanstelling of vanaf die datum van sy oorpasing na die groep, na gelang van die geval:

Met dien verstande dat geen amptenaar wat oorgeplaas word van een groep na die ander, 'n groter aantal dae geleentheidsverlof in enige kalenderjaar mag benut nie as wat hy kon benut het indien hy vir daardie hele kalenderjaar diens gedoen het in die groep waarna hy oorgeplaas is.

(2) Met inagneming van die bepalings van subregulasie (1) van hierdie regulasie en die bepalings van regulasie 29 van hierdie Hoofstuk, kan geleentheidsverlof vir die volle tydperk genigtig en deur 'n amptenaar aan die begin van 'n bepaalde kalenderjaar benut word.

11. Geleentheidsverlof waarvan geen gebruik gemaak is by die end van 'n kalenderjaar nie, verval.

12. Sondae en enige dag waarop die Bank amptelik gesluit word, word nie by enige tydperk van geleentheidsverlof ingereken nie.

13. As geleentheids- en vakansieverlof saam in dieselfde kalenderjaar benut word, moet geleentheidsverlof vir 'n onafgebroke tydperk vóór of ná die vakansieverlof benut word.

(b) Vakansieverlof.

14. Vakansieverlof teen volle besoldiging is akkumulatief en loop op soos voorgeskryf in die Bylae tot hierdie Hoofstuk, vir 'n tydperk eweredig met die tydperk van die amptenaar se dienstyd in die groep waaronder hy ressorteer, bereken vanaf die datum van sy eerste aanstelling of die datum van sy oorpasing na die groep, na gelang van die geval.

15. Vakansieverlof word, in die geval van 'n amptenaar wat tydelike diens doen, nie benut voordat hy 'n dienstyd van ses maande vanaf die datum van sy eerste aanstelling voltooi het nie en, in die geval van enige ander amptenaar, voordat hy 'n dienstyd van twaalf maande vanaf die datum van sy eerste aanstelling voltooi het nie.

16. (1) Sondae en enige dag waarop die Bank amptelik gesluit word wat binne 'n tydperk van vakansieverlof val, word as vakansieverlof beskou, selfs al gaan sodanige tydperk van verlof van een kalenderjaar oor na 'n ander.

(2) In the event of Sundays and/or any day on which the Bank is officially closed, falling at the beginning or at the end of a period of vacation leave, or in the event of one or more such days falling consecutively between a period of vacation or occasional leave and a period of sick leave (or vice versa), it shall not be regarded as vacation leave.

17. Notwithstanding anything to the contrary contained in these regulations, an official may not be absent on vacation leave or vacation and occasional leave combined, for a longer continuous period than the maximum specified in the schedule to this chapter, in respect of the group in which he is classified: Provided that the Managing Director or the General Manager may authorise an extension of leave to an official for such further period as he deems fit: Provided further that, if an official has not accumulated sufficient vacation leave to cover such extension of leave, the excess leave shall be recorded as leave without pay.

18. The enjoyment of a portion only of the total vacation leave accumulated by an official shall not prevent enjoyment of the balance of such leave being authorised at a convenient later date.

(c) *Sick Leave.*

19. Subject to the provisions of regulations 20 and 21 of this chapter, sick leave may be taken by an official, during the course of each cycle of three years' service calculated from the date of his first appointment, for periods—

- (a) not exceeding, in aggregate, the number of days specified in the schedule to this chapter, with pay at the rates so specified, in respect of the group in which he is classified, or
- (b) not exceeding, in aggregate, a proportionate number of the days and at the rates so specified in the schedule, calculated in accordance with the period, during the course of such cycle of three years, served in the group from the date of his first appointment or from the date of his transfer into the group, as the case may be.

20. (1) If, on the expiration of the maximum period of sick leave authorised in terms of the preceding regulation, the official is still incapacitated by ill-health from performing his duties efficiently and satisfactorily, the Managing Director may, in his discretion and subject to the production of satisfactory medical evidence to the effect that further sick leave is necessary, authorise an extension of sick leave on half-pay for a period not exceeding three months.

(2) If, at the expiration of such extended period of sick leave, the official is, on medical advice, still unfit to resume duty and if the official is not retired for one or more of the reasons envisaged in regulation 11 or 12 of Chapter IV of these regulations, the Board may, in its discretion, grant such further period or periods of sick leave on half-pay as it deems fit.

21. Notwithstanding anything to the contrary contained in these regulations, the Board may, in special circumstances, either before or after the enjoyment of any period of sick leave on half-pay authorised in terms of these regulations, in its discretion and upon being satisfied by medical evidence that an official who has exhausted all his sick leave on full pay as specified in these regulations, is unable, by reason of continued ill-health, satisfactorily to perform his duties, authorise the enjoyment of additional sick leave on full pay: Provided that such additional sick leave shall be enjoyed in a continuous period of such duration as the Board deems reasonable and necessary for his recovery.

22. (1) Unless the Managing Director otherwise determines, every application for sick leave in excess of three days shall be supported by a certificate, in such form as the Board deems fit, signed by a registered medical

(2) Waar Sondae en/of enige dag waarop die Bank amptelik gesluit word aan die begin of aan die einde van 'n tydperk van vakansieverlof val, of waar een of meer sulke dae opeenvolgend tussen 'n tydperk van vakansie- of geleentheidsverlof en 'n tydperk van siekteverlof (of omgekeerd) val, word dit nie as vakansieverlof beskou nie.

17. Ondanks andersluidende bepalings in hierdie regulasies, mag 'n amptenaar nie met vakansieverlof of vakansie- en geleentheidsverlof saam vir 'n langer onafgebroke tydperk afwesig wees nie as die maksimum aangedui in die Bylae tot hierdie Hoofstuk ten opsigte van die groep waaronder hy ressorteer: Met dien verstande dat die Besturende Direkteur of die Hoofbestuurder 'n verlenging van verlof aan 'n amptenaar kan magtig vir sodanige verdere tydperk as wat hy goedvind: Met dien verstande voorts dat as 'n amptenaar nie voldoende vakansieverlof opgegaar het om sodanige verlengde verlof te dek nie, die oortoeëkenning opgeteken moet word as verlof sonder besoldiging.

18. Die benutting van slegs 'n gedeelte van 'n amptenaar se totale opgegaarde vakansieverlof verhoed nie dat die res van sodanige verlof op 'n later gerieflike datum toegestaan en benut kan word nie.

(c) *Siekteverlof.*

19. Met inagneming van die bepalings van regulasies 20 en 21 van hierdie Hoofstuk, kan siekteverlof deur 'n amptenaar benut word in die loop van elke driejarige dienstydkring bereken vanaf die datum van sy eerste aanstelling, vir tydperke—

- (a) wat altesaam nie meer beloop nie as die getal dae aangedui in die Bylae tot hierdie Hoofstuk, met besoldiging teen die daarin aangeduide skale ten opsigte van die groep waaronder hy ressorteer; of
- (b) wat altesaam nie meer beloop nie as die eweredige aantal dae en teen die skale aldus in die Bylae aangedui, bereken in verhouding tot die tydperk, in die loop van sodanige driejarige dienstydkring, waarin diens gedoen is in die groep vanaf die datum van sy eerste aanstelling of vanaf die datum van sy oorplassing na die groep, na gelang van die geval.

20. (1) Indien die amptenaar by verstryking van die maksimumtydperk van siekteverlof gemagtig in die voorafgaande regulasie, steeds weens swak gesondheid ongeskik is om sy werksaamhede doeltreffend en bevredigend te verrig, kan die Besturende Direkteur na goëddunke en onderworpe aan die voorlegging van bevredigende geneeskundige bewys dat verdere siekteverlof nodig is, 'n verlenging van siekteverlof toestaan, teen halfbesoldiging, vir 'n tydperk van hoogstens drie maande.

(2) Indien die amptenaar by verstryking van sodanige verlengde tydperk van siekteverlof, volgens geneeskundige advies nog ongeskik is om sy werksaamhede te hervat, en indien die amptenaar nie uit diens gepensioeneer word om een of meer van die redes beoë in regulasie 11 of 12 van Hoofstuk IV van hierdie regulasies nie, kan die Raad na goëddunke so 'n verdere tydperk of tydperke van siekteverlof teen halfbesoldiging toestaan, as wat hy goëdvind.

21. Ondanks andersluidende bepalings in hierdie regulasies kan die Raad in spesiale omstandighede, of voor of na benutting van enige tydperk van siekteverlof wat teen halfbesoldiging ooreenkomstig hierdie regulasies gemagtig word, na goëddunke en by bevredigende geneeskundige bewys dat 'n amptenaar wat al sy siekteverlof teen volle besoldiging ooreenkomstig hierdie regulasies reeds opgebruik het nog weens voortdurende swak gesondheid ongeskik is om sy werksaamhede bevredigend te verrig, die benutting van 'n verdere tydperk van siekteverlof teen volle besoldiging toestaan: Met dien verstande dat sodanige verdere siekteverlof benut moet word vir so 'n onafgebroke tydperk as wat die Raad redelik en nodig ag vir die amptenaar se herstel.

22. (1) Tensy die Besturende Direkteur anders besluit, word elke aanvraag om siekteverlof bo drie dae gestaaf deur 'n sertiëkaat in die vorm waf die Raad goëdvind, onderteken deur 'n geregistreeë geneesheer of tandarts,

practitioner, or dentist, as the case may be, certifying whether the official is or is not capable of discharging his duties and what period of sick leave is deemed necessary and indispensable for the official's recovery and/or recuperation.

(2) The Managing Director may, in his discretion, require that such a certificate be furnished in respect of a period of sick leave of three days or less.

23. (1) Sick leave shall be authorised only in respect of the absence from duty of an official owing to an illness, indisposition or injury not due to his misconduct or failure to take reasonable precautions.

(2) Sick leave may be granted in respect of nervous complaints, insomnia, debility and similar vaguely-defined illnesses or indispositions only if the Managing Director is satisfied that the official's state of health—

(a) renders him unfit for duty; and

(b) does not arise from failure on his part to take vacation leave.

(3) A period of convalescence following after and continuous with a period of duly authorised sick leave, may be recorded as sick leave, notwithstanding that the official may, during such period of convalescence, not be confined indoors nor be prevented from taking normal recreation.

24. (1) The Managing Director may, in his discretion, sanction the conversion of any authorised period of sick leave on half-pay into a corresponding period of vacation or occasional leave.

(2) In the event of an official to whom vacation or occasional leave has been granted, becoming ill after he has left his post to proceed on vacation or occasional leave, the Managing Director may, subject to the provisions or regulations 22 and 23 of this chapter, agree to the conversion of that portion of vacation or occasional leave during which the official was indisposed, into sick leave, provided the necessary sick leave is available in terms of this chapter.

25. Nothing to the contrary in these regulations contained shall preclude the retirement of an official from the Bank's service for one or more of the reasons envisaged in regulation 11 or 12 of Chapter IV of these regulations, before the maximum or any other period of sick leave has been enjoyed by him under these regulations.

(d) *Special Leave.*

26. (1) Special leave on full pay, in addition to other leave prescribed in this chapter, may be authorised to an official—

(a) when he writes any examination of a recognised university within the Republic or any other examination approved by the Board;

(b) when he is absent from duty as a result of being placed in quarantine or isolation on medical instructions where he was in contact with a person who has contracted, or is suspected of having contracted, an infectious or contagious disease: Provided that a certificate by a registered medical practitioner is submitted indicating the period of and reason for isolation;

(c) for the purpose of serving on any jury or appearing as a duly subpoenaed witness before any court of law or other competent authority: Provided that any jury, witness or other fees earned by the official shall, unless the Managing Director otherwise directs, be paid to the Bank;

(d) for the purpose of undergoing any obligatory peacetime military, air force or naval training, as may be required under any law;

na gelang van die geval, waarin gesertifiseer word of die amptenaar wel, al dan nie, geskik is om sy werk te verrig en watter tydperk van siekteverlof nodig en onontbeerlik geag word vir die amptenaar se herstel en/of aansterking.

(2) Die Besturende Direkteur kan na goëddunke vereis dat sodanige sertifikaat ten opsigte van 'n tydperk van siekteverlof van drie dae of minder ingedien moet word.

23. (1) Siekteverlof word slegs toegestaan in verband met 'n amptenaar se afwesigheid van diens weens 'n siekte, ongesteldheid of besering wat nie te wyte is aan sy wangedrag of gebrek aan behoorlike voorsorg nie.

(2) In verband met senuaandoenings, slapeloosheid, swakte en dergelike minder goed omskrewre siektes of ongesteldhede word siekteverlof slegs toegestaan as die Besturende Direkteur oortuig is dat die amptenaar se gesondheidstoestand—

(a) hom ongeskik maak vir sy werk; en

(b) nie voortvloei uit sy versuim om van vakansieverlof gebruik te maak nie.

(3) 'n Tydperk van aansterking wat volg op en aanloop met 'n tydperk van behoorlik gemagtigde siekteverlof, kan as siekteverlof opgeteken word hoewel die amptenaar gedurende so 'n tydperk van aansterking nie tot sy woonplek beperk is of verhoed word om aan normale ontspanning deel te neem nie.

24. (1) Die Besturende Direkteur kan na goëddunke enige tydperk van siekteverlof aan 'n amptenaar wat teen halfbesoldiging toegestaan is, omskep in 'n gelykstaande tydperk van vakansie- of geleentheidsverlof.

(2) As 'n amptenaar aan wie vakansie- of geleentheidsverlof toegestaan is, siek word nadat hy reeds sy diens verlaat het om met vakansie- of geleentheidsverlof te gaan, kan die Besturende Direkteur met inagneming van die bepalinge van regulasies 22 en 23 van hierdie Hoofstuk, toestem dat daardie gedeelte van bedoelde vakansie- of geleentheidsverlof waartydens die amptenaar siek was, in siekteverlof omgeskep word, mits die nodige siekteverlof kragtens hierdie Hoofstuk beskikbaar is.

25. Die bepalinge van hierdie regulasies verhoed geensins die pensioenering van 'n amptenaar uit die Bank se diens om een of meer van die redes beoog in regulasie 11 of 12 van Hoofstuk IV van hierdie regulasies voordat die maksimum of enige ander tydperk van siekteverlof kragtens hierdie regulasies deur hom benut is nie.

(d) *Spesiale verlof.*

26. (1) Spesiale verlof, benewens ander verlof voorgeskryf in hierdie Hoofstuk, kan aan 'n amptenaar teen volle besoldiging toegestaan word—

(a) wanneer hy enige eksamen van 'n erkende universiteit binne die Republiek of enige ander eksamen wat die Raad goedkeur, aflê;

(b) wanneer hy van diens afwesig is as gevolg van afsondering of isolasie kragtens geneeskundige opdrag waar hy in aanraking was met 'n persoon wat 'n besmetlike of aansteeklike siekte opgedoen of vermoedelik opgedoen het: Met dien verstande dat 'n sertifikaat van 'n geregistreerde geneesheer ingedien word wat die tydperk en oorsaak van afsondering aandui;

(c) om in 'n jurie te dien of as 'n behoorlik gedagvaarde getuie voor 'n geregshof of ander gesaghebbende liggaam te verskyn: Met dien verstande dat enige jurie-, getuie- of ander gelde wat die amptenaar verdien aan die Bank inbetaal moet word tensy die Besturende Direkteur anders besluit;

(d) om verpligte vredestrydse militêre, lugmag- of vlootopleiding te ondergaan wat ingevolge enige wet vereis word;

- (e) for the purpose of undergoing any non-obligatory military, air force or naval training approved by the Board;
- (f) in special circumstances not envisaged in paragraphs (a), (b), (c), (d) and (e), for such period and for such purposes as the Board may deem fit.

(2) Leave authorised under sub-regulation (1) of this regulation may include any periods actually and necessarily spent in travelling to or from an official's destination.

(e) Leave Without Pay.

27. (1) Leave of absence, without pay, may be authorised in exceptional circumstances for such period and for such purposes as the Managing Director may deem fit: Provided that no single period of leave without pay in excess of three months shall be authorised, except with the approval of the Board.

(2) No single period of leave without pay in excess of fifteen days shall be deemed to be service for the purpose of calculating vacation leave under these regulations.

SPECIAL CASES.

28. In cases not specifically provided for in this chapter or where the application of the provisions of the regulations in this chapter would, in the Board's opinion, cause undue hardship or not be in the national interests, the Board may authorise such leave as it may deem fit and upon such terms as it considers reasonable.

SUSPENSION, RESIGNATION OR DISCHARGE OF AN OFFICIAL.

29. If an official is suspended or resigns or is discharged from the service of the Bank, no leave shall accrue to or be accumulated by or be enjoyed by such official, with effect from the date of suspension or the date of notice of his resignation or the date of his discharge, notwithstanding that any period of leave may have been authorised prior to that date: Provided, however, that if an official tenders his notice of resignation from the service of the Bank on a date prior to the date upon which such notice is by these regulations required to be given, the provisions of this regulation shall apply only with effect from the date upon which such notice should have been given.

BENEFITS ON DEATH OR RETIREMENT.

30. (1) Should any official die, while in the service of the Bank, the Board may pay the cash value of the whole or any part of the vacation leave accumulated by him but not enjoyed at the date of his death, to any one or more of his dependants as defined in paragraphs (a), (b), (c), (d) and (e) of the definition of "dependant" for the purpose of Chapter IV and in the order of preference therein set out or, failing such dependants, to his estate, unless the official, in writing addressed to the Managing Director shall have requested that payment be made in some other order of preference, to be approved by the Board, or to some other person substituted as a nominee, who shall be approved by the Board.

(2) Such cash value shall be based on the salary and allowances, if any, applicable to the official at the date of his death.

(3) In no circumstances shall payment be made in respect of a period of more than 183 days.

(4) Subject to the provisions of sub-regulations (2) and (3) of this regulation, any official of the Bank who retires from the service of the Bank in the circumstances contemplated in regulation 7, 8, 10, 11 or 12 of Chapter IV, shall be paid the cash value of the whole or any part of the vacation leave accumulated by him but not enjoyed at the date of such placing on pension or retirement.

(e) om militêre, lugmag- of vlootopleiding wat nie verpligtend is nie en wat die Raad goedkeur, te ondergaan;

(f) in besondere omstandighede waarvoor geen voorsiening in paragrawe (a), (b), (c), (d) en (e) bestaan nie, vir die tydperk en doeleindes wat die Raad mag goedvind.

(2) Verlof kragtens subregulasie (1) van hierdie regulasie kan enige tydperk insluit wat werklik nodig was vir die reis na en van die amptenaar se bestemming.

(e) Verlof sonder besoldiging.

27. (1) Afwesigheidsverlof sonder besoldiging kan in buitengewone omstandighede toegestaan word vir dié tydperk en doeleindes wat die Besturende Direkteur mag goedvind: Met dien verstande dat 'n ononderbroke tydperk van verlof sonder besoldiging wat drie maande oorskry slegs met goedkeuring van die Raad toegestaan kan word.

(2) Geen ononderbroke tydperk van verlof sonder besoldiging wat vyftien dae oorskry, word vir die berekening van vakansieverlof ooreenkomstig hierdie regulasies as diens beskou nie.

SPESIALE GEVALLE.

28. In gevalle waarvoor geen uitdruklike voorsiening in hierdie Hoofstuk gemaak word nie of waar die toepassing van die bepalings van die regulasies in hierdie Hoofstuk, na die mening van die Raad, onnodige ontbering sal veroorsaak of nie in die nasionale belang is nie, kan die Raad sodanige verlof magtig as wat hy mag goedvind en op die voorwaardes wat hy redelik ag.

SKORSING, BEDANKING OF ONTSLAG VAN 'N AMPTENAAR.

29. As 'n amptenaar geskors word of bedank of uit die Bank se diens ontslaan word, mag sodanige amptenaar met ingang van die datum van skorsing of kennisgewing van bedanking of ontslag geen verlof toekom, opgaar of benut nie, selfs al was 'n tydperk van verlof voor daardie datum aan hom toegestaan: Met dien verstande egter, dat as 'n amptenaar sy kennisgewing van bedanking uit die Bank se diens indien op 'n datum vóór die datum waarop sodanige kennisgewing deur hierdie regulasies vereis word, die bepalings van hierdie regulasie slegs van toepassing is met ingang van die datum waarop hy sodanige kennisgewing moes gegee het.

VOORDELE BY AFSTERWE OF UITDIENSTREDING.

30. (1) Ingeval 'n amptenaar te sterwe kom terwyl hy in die Bank se diens is, kan die Raad die kontantwaarde van die volle of 'n gedeelte van die opgegaarde vakansieverlof wat op datum van sy dood nie deur hom benut was nie, uitbetaal aan een of meer van sy afhanklikes, soos omskryf in paragrawe (a), (b), (c), (d) en (e) van die woordbepaling „afhanklike” by die toepassing van Hoofstuk IV, en in die volgorde van voorkeur soos daarin vermeld, of by gebrek aan afhanklikes, aan sy boedel, tensy die amptenaar in geskrif aan die Besturende Direkteur versoek het dat betaling gemaak word in 'n ander volgorde van voorkeur deur die Raad goedgekeur te word, of aan iemand anders wat as benoemde gesubstitueer is en wat deur die Raad goedgekeur moet word.

(2) Sodanige kontantwaarde word gebaseer op die salaris en toelaes, as daar is, wat op die amptenaar van toepassing is by datum van afsterwe.

(3) Onder geen omstandighede word betaling ten opsigte van 'n tydperk van meer as 183 dae gemaak nie.

(4) Met inagneming van die bepalings van subregulasies (2) en (3) van hierdie regulasie word aan 'n amptenaar van die Bank wat uit die diens van die Bank tree onder die omstandighede soos in regulasie 7, 8, 10, 11 of 12 van Hoofstuk IV beoog, die kontantwaarde uitbetaal van die volle of 'n gedeelte van die vakansieverlof wat hy opgegaar het, maar by datum van sy uitdienstreding of pensioenering nie benut het nie.

SCHEDULE.

Group A.—(All officials not falling under Group B, C, D or E.)

Occasional leave.....	12 days.
Vacation leave.....	24 days per annum.
Maximum continuous period of absence permissible under regulation 17 of this chapter.....	180 days.
Sick leave.....	120 days on full pay. 120 days on half pay.

Group B.—(European officials employed on a temporary basis.)

Occasional leave.....	12 days.
Vacation leave.....	24 days per annum.
Maximum continuous period of absence permissible under regulation 17 of this chapter.....	60 days.
Sick leave.....	60 days on full pay. 60 days on half pay.

Group C.—(Head messengers and caretakers.)

Occasional leave.....	6 days.
Vacation leave.....	24 days per annum.
Maximum continuous period of absence permissible under regulation 17 of this chapter.....	60 days.
Sick leave.....	60 days on full pay. 60 days on half pay.

Group D.—(Messengers other than head messengers.)

Occasional leave.....	9 days.
Vacation leave.....	15 days per annum.
Maximum continuous period of absence permissible under regulation 17 of this chapter.....	30 days.
Sick leave.....	45 days on full pay. 45 days on half pay.

Group E.—(Bantu, Indians and Coloureds.)

Vacation leave.....	15 days per annum.
Maximum continuous period of absence permissible under regulation 17 of this chapter.....	25 days.
Sick leave.....	30 days on full pay. 30 days on half pay.

CHAPTER VI.

SUBSISTENCE AND TRANSPORT.

(a) Subsistence.

1. (1) Except in so far as is otherwise provided in this chapter, an allowance for subsistence may be paid to an official, according to the category in which he is classified in Schedule A of this chapter and at the rates therein prescribed, while he is necessarily absent on duty from his headquarters, subject to the following:—

- (a) For each completed hour in excess of twenty-four or multiple of twenty-four hours: one twenty-fourth of the daily rate;
- (b) for less than twenty-four hours: one twenty-fourth of the daily rate for each completed hour.

(2) An official shall not be paid subsistence allowance in respect of any period of time spent on board ship, nor shall any allowance be granted for liquor or extras consumed during such period. The official may, however, be reimbursed any reasonable expenditure actually and necessarily incurred by him on account of steward's fees on board ship, subject to a maximum refund of R10 per voyage.

2. An official who proceeds on leave of any description during any period for which he is receiving an allowance for subsistence in terms of regulation 1 of this chapter, shall cease to draw such allowance for the period of his absence on leave, unless the Managing Director otherwise directs.

BYLAE.

Groep A.—(Alle amptenare wat nie onder groep B, C, D of E ressorteert nie.)

Geleentheidsverlof.....	12 dae.
Vakansieverlof.....	24 dae per jaar.
Maksimum onafgebroke tydperk van afwesigheid toelaatbaar kragtens regulasie 17 van hierdie Hoofstuk.....	180 dae.
Siekteverlof.....	120 dae teen volle besoldiging. 120 dae teen half-besoldiging.

Groep B.—(Blanke amptenare wat tydelike diens doen.)

Geleentheidsverlof.....	12 dae.
Vakansieverlof.....	24 dae per jaar.
Maksimum onafgebroke tydperk van afwesigheid toelaatbaar kragtens regulasie 17 van hierdie Hoofstuk.....	60 dae.
Siekteverlof.....	60 dae teen volle besoldiging. 60 dae teen half-besoldiging.

Groep C.—(Hoofbodes en opsigters.)

Geleentheidsverlof.....	6 dae.
Vakansieverlof.....	24 dae per jaar.
Maksimum onafgebroke tydperk van afwesigheid toelaatbaar kragtens regulasie 17 van hierdie Hoofstuk.....	60 dae.
Siekteverlof.....	60 dae teen volle besoldiging. 60 dae teen half-besoldiging.

Groep D.—(Bodes, maar nie hoofbodes nie.)

Geleentheidsverlof.....	9 dae.
Vakansieverlof.....	15 dae per jaar.
Maksimum onafgebroke tydperk van afwesigheid toelaatbaar kragtens regulasie 17 van hierdie Hoofstuk.....	30 dae.
Siekteverlof.....	45 dae teen volle besoldiging. 45 dae teen half-besoldiging.

Groep E.—(Bantoes, Indiërs en Kleurlinge.)

Vakansieverlof.....	15 dae per jaar.
Maksimum onafgebroke tydperk van afwesigheid toelaatbaar kragtens regulasie 17 van hierdie Hoofstuk.....	25 dae.
Siekteverlof.....	30 dae teen volle besoldiging. 30 dae teen half-besoldiging.

HOOFSTUK VI.

ONDERHOUD EN VERVOER.

(a) Onderhoud.

1. (1) Behalwe vir sover in hierdie Hoofstuk anders bepaal word, kan 'n onderhoudstoelae aan 'n amptenaar betaal word ooreenkomstig die groep waaronder hy in Bylae A van hierdie Hoofstuk ressorteert en teen die skaal daarin voorgeskryf terwyl hy noodsaaklikerwys op diens van sy hoofkwartier afwesig is, onderworpe aan die volgende:—

- (a) Vir elke voltooië uur bo vier-en-twintig uur of 'n veelvoud van vier-en-twintig uur: Een vier-en-twintigste van die dagskaal;
- (b) vir minder as vier-en-twintig uur: Een vier-en-twintigste van die dagskaal vir elke voltooië uur.

(2) 'n Amptenaar kry geen onderhoudstoelae vir enige tydperk wat hy aan boord skip is nie en geen toelae word toegestaan vir drank of ekstras wat gedurende so 'n tydperk verbruik word nie. Die amptenaar kan egter terugbetaling ontvang van redelike uitgawes wat hy werklik en noodwendig aan boord gehad het in verband met kelderfooe, onderworpe aan 'n maksimum terugbetaling van R10 vir elke reis.

2. 'n Amptenaar wat met verlof gaan, van watter aard ook al, gedurende enige tydperk waarvoor hy 'n onderhoudstoelae ooreenkomstig regulasie 1 van hierdie Hoofstuk ontvang, hou op om daardie toelae te ontvang vir die tydperk van sy afwesigheid met verlof, tensy die Besturende Direkteur anders bepaal.

(b) *Transport.**Means of Transport and Rates of Allowances.*

3. (1) An official travelling on duty shall, whenever practicable, perform his journey by rail, steamer, road motor transport service or any other public conveyance, also by air transport when the Managing Director deems it advisable, and such official shall be reimbursed in respect of the cost of conveying himself and a moderate amount of personal luggage, including all reasonable expenditure incurred in connection with incidental charges, such as taxi-cabs, airways, motor transport, boat hire, portage, landing and shipping fees or other petty expenses.

(2) Notwithstanding that it may be practicable to perform a journey by the aforementioned means of transport, an official may, entirely at his own risk in so far as this stipulation is not contrary to the provisions of the Workmen's Compensation Act, 1941, travel by private motor transport or other private conveyance: Provided that he satisfy the Managing Director that he is adequately insured against all claims which may be made against him or the Bank, in the event of accident or any other circumstance whatsoever: Provided further that such official may be reimbursed for the journey to the extent of his own fare only, calculated according to the cost by rail or other public conveyance over the most economical route available and at the class prescribed by the Managing Director, plus two and one-half cents a mile for each passenger, being a member of his household but not for an infant under the age of twelve months: Provided further that an official designated by the Managing Director to conduct inspections of the Bank's records and accounts at Head Office and at branch offices, shall not be reimbursed for the conveyance of any passenger other than an official.

(3) The Managing Director, the General Manager or an official specially deputed thereto by the Managing Director, may authorise the use, for the Bank's purposes on occasional journeys, of an official's privately owned motor transport against payment of such allowances as the Board prescribes: Provided that the official and his motor transport are adequately insured against all claims which may be made against him or the Bank, in the event of accident or any other circumstance whatsoever.

(4) An official who is required to perform a journey on duty, who is unable to travel by the transport mentioned in sub-regulations (1) and (2) of this regulation, shall requisition on the Government Garage or the transport contractors, where such exist, for the hire of such transport as may be required for the performance of the journey or, in the event of such requisition being impracticable, shall himself, when time permits, call for informal tenders or quotations and hire the transport at the most reasonable rates obtainable.

(5) The Board may, on such conditions as it deems fit, make such financial arrangements as may be necessary to enable an official to purchase and maintain motor transport mainly for official purposes.

Travelling by Rail, Air or Ship.

4. (1) An official travelling by rail, air or ship shall obtain, before commencing his journey, a warrant from the Bank to enable him to secure the necessary ticket.

(2) An official travelling by rail, air or ship, either between places in South Africa or between South Africa and other countries, shall be entitled to travel by the class prescribed by the Managing Director.

(3) The Managing Director may authorise the sole use by one or more officials of a railway coupé or compartment.

Travelling to be done Expeditiously.

5. (1) An official shall be required to travel as rapidly as possible and subject to the provisions of regulation 3 hereof, by the shortest available route, as circumstances permit.

(b) *Vervoer.**Vervoermiddels en toelaagskale.*

3. (1) Waar dit uitvoerbaar is, moet 'n amptenaar wat op diens reis, dit doen per spoor, skip, padvervoerdienste of enige ander publieke vervoermiddel, ook per lugvervoer wanneer die Besturende Direkteur dit dienstig ag, en die amptenaar word vergoed ten opsigte van die koste van vervoer van homself en 'n redelike hoeveelheid persoonlike bagasie, insluitende alle redelike koste ten opsigte van bykomstige uitgawes soos vir huurmotors, lugdiensmotorvervoer, huurbote, draagloon, inskepings- of ontskepingsgelde en ander klein uitgawes.

(2) Ofskoon dit moontlik mag wees om 'n reis per voornoemde vervoermiddels te onderneem, kan 'n amptenaar per private motorvoertuig of ander private vervoermiddel reis, geheel op eie risiko egter, vir sover hierdie bepaling nie strydig is met die bepalings van die Ongevallewet, 1941, nie: Met dien verstande dat hy die Besturende Direkteur tevrede stel dat hy voldoende verseker is teen alle eise wat teen hom of die Bank ingestel mag word in geval van 'n ongeluk of enige ander voorval van watter aard ook al: Met dien verstande voorts dat aan sodanige amptenaar slegs die koste van die reis tot die bedrag van sy eie reiskaartjie vergoed word, bereken volgens die koste per spoor of ander publieke vervoermiddel oor die mees ekonomiese roete beskikbaar en in die klas soos deur die Besturende Direkteur bepaal, plus twee en 'n half sent per myl vir elke passasier wat 'n lid van sy huisgesin is, maar nie vir 'n kind onder die ouderdom van twaalf maande nie: Met dien verstande voorts dat 'n amptenaar wat deur die Besturende Direkteur benoem is om inspeksies van die Bank se rekords en rekenings op Hoofkantoor en takkantore uit te voer, nie vergoed word vir die vervoer van 'n ander passasier as 'n amptenaar nie.

(3) Die Besturende Direkteur, die Hoofbestuurder of 'n amptenaar deur die Besturende Direkteur spesiaal daartoe aangewys, kan die gebruik van 'n amptenaar se private motorvoertuig magtig vir doeleindes van die Bank op geleenthedsreise teen betaling van sodanige toelaes as wat die Raad bepaal: Met dien verstande dat die amptenaar en sy motorvoertuig voldoende verseker is teen alle eise wat teen hom of die Bank ingestel mag word in geval van 'n ongeluk of enige ander voorval van watter aard ook al.

(4) Wanneer 'n amptenaar op diens moet reis en dit nie kan doen met die vervoermiddels vermeld in subregulasies (1) en (2) van hierdie regulasie nie, moet hy by die Regeringsgarage of by vervoerkontraakteurs, as daar is, aansoek doen om die huur van sodanige vervoermiddel as wat hy vir die reis nodig mag hê, of as so 'n aansoek nie uitvoerbaar is nie moet hy, as daar tyd voor is, informele tenders of kwotasies aanvra en die vervoermiddel huur teen die redelikste tarief verkrygbaar.

(5) Die Raad kan, op die voorwaardes wat hy goedvind, sodanige finansiële reëlins tref as wat nodig mag wees om 'n amptenaar in staat te stel om 'n motorvoertuig hoofsaaklik vir amptelike doeleindes aan te koop en te onderhou.

Spoor-, lug- en seereise.

4. (1) Voordat 'n amptenaar op reis gaan per spoor, lugvervoer of skip, moet hy 'n reisorder van die Bank verkry ten einde die nodige reiskaartjie te bekom.

(2) 'n Amptenaar wat per spoor, lugvervoer of skip reis tussen plekke in Suid-Afrika of tussen Suid-Afrika en ander lande, reis in dié klas wat die Besturende Direkteur bepaal.

(3) Die Besturende Direkteur kan die alleengebruik deur een of meer amptenare van 'n spoorwegkoepee of -kompartement magtig.

Bespoediging van reise.

5. (1) 'n Amptenaar moet met die minste oponthoud reis, en met inagneming van die bepalings van regulasie 3 hiervan, met die kortste beskikbare roete wat onder die omstandighede moontlik is.

(2) It shall be the duty of an official to explain in the certificate supporting his claim for reimbursement of his travelling expenses, the cause of any detour or delay.

(3) In the event of an official travelling by a route requiring a longer time or involving greater cost for transport than the Managing Director considers necessary, the allowances may be reduced to those which would have been payable if the requirements of sub-regulation (1) of this regulation had been observed.

Transport on First Appointment.

6. (1) A person residing in the Republic of South Africa on first appointment to a post in the Bank, shall be granted free transport for himself similar to that prescribed under sub-regulation (1) of regulation 3 and at the class of fare prescribed by the Managing Director.

(2) No payment shall be made in respect of the subsistence of such person or of his household or on account of the transport of his household or personal effects.

Benefits on Death or Retirement (Transport).

7. (1) In the event of the death of an official who has had not less than ten years' pensionable service, the cost of the transfer of his household and personal effects from the place at which he was employed at the date of his death, to the place, being within the Republic where his household wishes to reside shall, subject to the provisions of sub-regulations (3) and (4) hereof, be paid by the Bank: Provided that application for such benefit shall be made by the widow or person acting for the deceased's household within 90 days of the official's death, unless the Board otherwise directs.

(2) In the event of the retirement of an official who has had not less than ten years' pensionable service, for the reasons set out in regulation 7, 10, 11 or 12 of Chapter IV of these regulations, the cost of transporting himself, his household and personal effects from the place at which he is thus retired, to the place, being within the Republic, where he wishes to reside shall, subject to the provisions of sub-regulations (3) and (4) hereof, be paid by the Bank: Provided that the official shall, unless the Board otherwise directs, apply for such transport benefit not later than 90 days after the date of his retirement.

(3) The costs of transfer envisaged in sub-regulations (1) and (2) above, shall, in all respects *mutatis mutandis* be subject to the same conditions and limitations as are prescribed in the regulations in this chapter: Provided that—

- (a) household shall not, for the purpose of this regulation, include a servant;
- (b) no allowance for subsistence or portage shall be paid in respect of any person eligible for the benefits prescribed in this regulation;
- (c) no expenditure shall be met in respect of the cost of warehousing personal effects;
- (d) unless the Board otherwise directs, the cost of transport from the railhead to the warehouse or place of residence at the centre to which the household of a deceased official or the official and his household are removed, shall be limited to the cost of transport for a distance not exceeding 15 miles.

(4) In cases where no rail transport facilities exist or where the cost of rail transport will be more than the cost of transport by road, the Managing Director may authorise transport by road, as also for any other reasons which he may deem fit.

(c) Subsistence and Transport of Officials on Transfer or Removal.

8. (1) An official who is transferred or removed from one office to another at the instance of the Bank, may be granted a subsistence allowance at the rates and on the conditions prescribed in regulation 1 of this chapter, but only for the period necessarily occupied in travelling from one office to the other: Provided that where the

(2) As daar 'n omweg gevolg of oponthoud was, is dit die amptenaar se plig om die rede daarvoor te verduidelik in die sertifikaat ter staving van sy aanvraag om terugbetaling van reiskoste.

(3) Waar 'n amptenaar 'n roete volg wat die tyd van sy reis verleng of meer reiskoste meebring as wat die Besturende Direkteur nodig ag, kan die toelae verminder word tot dié wat betaalbaar sou gewees het indien die vereistes van subregulasie (1) van hierdie regulasie nagekom was.

Vervoer by eerste aanstelling.

6. (1) Aan iemand wat in die Republiek van Suid-Afrika woon, word by eerste aanstelling in die Bank, gratis vervoer vir homself toegestaan gelyk aan dié wat bepaal is in subregulasie (1) van regulasie 3 en in die reisklas wat die Besturende Direkteur bepaal.

(2) Geen vergoeding word betaal vir die onderhoud van so 'n persoon of sy huisgesin of vir die vervoer van sy huishoudelike of persoonlike besittings nie.

Voorregte by afsterwe of uitdienstreding (vervoer).

7. (1) In die geval van die afsterwe van 'n amptenaar met nie minder nie as tien jaar pensioengewende diens, word die vervoerkoste van sy huisgesin en persoonlike besittings van die plek waar hy ten tyde van sy dood in diens was, na die plek binne die Republiek waar sy huisgesin wil woon, deur die Bank betaal, met inagneming van die bepalinge van subregulasies (3) en (4) hiervan: Met dien verstande dat aansoek om sodanige voorreg gedoen word deur die weduwee of persoon wat namens die oordede se huisgesin optree, binne 90 dae na die dood van die amptenaar, tensy die Raad anders besluit.

(2) In die geval van die uitdienstreding van 'n amptenaar met nie minder nie as tien jaar pensioengewende diens om die redes uiteengesit in regulasie 7, 10, 11 of 12 van Hoofstuk IV van hierdie regulasies, word die vervoerkoste van homself, sy huisgesin en persoonlike besittings, van die plek waar hy aldus uit diens getree het, na die plek binne die Republiek waar hy wil woon, deur die Bank betaal, met inagneming van die bepalinge van subregulasies (3) en (4) hiervan: Met dien verstande dat die amptenaar aansoek om hierdie vervoervoorreg doen nie later nie as 90 dae na die datum van sy uitdienstreding, tensy die Raad anders besluit.

(3) Die verhuiskoste wat in subregulasies (1) en (2) hierbo beoog word, is in alle opsigte *mutatis mutandis* onderworpe aan dieselfde voorwaardes en beperkings wat in die regulasies van hierdie Hoofstuk voorgeskryf word: Met dien verstande dat—

- (a) huisgesin vir doeleindes van hierdie regulasie, nie 'n bediende insluit nie;
- (b) geen onderhoudstoelae of draagloon betaal word ten opsigte van iemand wat op die voorregte omskryf in hierdie regulasie geregtig is nie;
- (c) geen uitgawe ten opsigte van berging van persoonlike besittings vergoed word nie;
- (d) tensy die Raad anders besluit, die vervoerkoste van die spoorwegstasie na die pakhuis of woonhuis op die plek waarheen die huisgesin van 'n oorlede amptenaar of die amptenaar en sy huisgesin verhuis word, beperk word tot die koste van vervoer oor 'n afstand van hoogstens 15 myl.

(4) In gevalle waar daar geen spoorvervoerfasiliteite bestaan nie of waar die koste van vervoer per spoor hoër sal wees as die koste van vervoer per pad of indien die Besturende Direkteur dit om 'n ander rede dienstig ag, kan hy vervoer per pad magtig.

(c) Onderhoud en vervoer van amptenare by verplasing of oorsplasing.

8. (1) Aan 'n amptenaar wat deur die Bank verplaas of oorgeplaas word van een kantoor na 'n ander, kan 'n onderhoudstoelae teen die skaal en op die voorwaardes soos omskryf in regulasie 1 van hierdie Hoofstuk toegestaan word, maar slegs vir die tydperk wat hy noodsaaklikerwys moet reis van die een kantoor na die ander: Met

official travels by motor transport or other private conveyance, in terms of sub-regulation (2) of regulation 3 of this chapter, he shall not be paid a subsistence allowance for a longer period than he would have taken had he travelled by the means of conveyance prescribed in sub-regulation (1) of regulation 3 of this chapter, unless the Managing Director otherwise directs.

(2) In addition to the subsistence allowance mentioned in sub-regulation (1) of this regulation, there shall be paid to an official who, at the date of being advised of his transfer or removal, maintained a household in a house or in a flat at or (in the opinion of the Managing Director) in the vicinity of the place from which he is transferred or removed, a special monthly auxiliary allowance at the rates specified hereunder, from the hour and date of his arrival at the place to which he is transferred or removed to the hour and date on which he again maintains a household in a house or in a flat at such place or (in the Managing Director's opinion) in the vicinity thereof:—

- (a) To a married official R30 per month of 30 days;
- (b) In respect of each child of an official under the age of eighteen years, permanently residing with and solely dependent upon him, R10 per month of 30 days: Provided that the Managing Director may, in his discretion, authorise payment of the auxiliary allowance in respect of a child of eighteen years of age but not over the age of twenty-four years, who is pursuing his studies on a full-time basis or in respect of any other child who, through mental or physical incapacity or for any other valid reason, is solely dependent upon the official;
- (c) In respect of each person who, in the discretion of the Managing Director, is solely dependent upon and permanently residing with the official, R10 per month of 30 days;
- (d) To an unmarried official, R15 per month of 30 days: Provided that such monthly auxiliary allowance shall be payable in any event for one month of 30 days, and thereafter on a *pro rata* basis for a maximum period of 90 days.

(3) An official who qualifies for the auxiliary allowance in terms of sub-regulation (2) of this regulation and who within 90 days after having become attached to an office and before again maintaining a household in a house or in a flat at such place, is again transferred or removed on one or more occasions, shall be paid the auxiliary allowance provided for in sub-regulation (2) of this regulation in respect of each such transfer or removal.

9. (1) An official who is transferred or removed from one office to another at the instance of the Bank and who maintains, at the date of being advised of his transfer or removal or who maintained within 180 days prior to that date, a household in a house or in a flat at or (in the opinion of the Managing Director) in the vicinity of the place from which he is transferred or removed, shall be paid an allowance of one hundred rand upon again maintaining a household in a house or in a flat at or (in the opinion of the Managing Director) in the vicinity of the place to which he is transferred or removed and no further reimbursement shall be granted to him in respect of such transfer or removal or in respect of any other expenditure incidental thereto, except the allowances and reimbursements provided for in this chapter: Provided that an official who, within twelve months and before again maintaining a household in a house or in a flat at or (in the opinion of the Managing Director) in the vicinity of the place to which he is transferred or removed, is again transferred or removed on one or more occasions, shall be paid the allowance upon again maintaining a household in a house or in a flat at or (in the opinion of the Managing Director) in the vicinity of a place to which he is transferred or removed.

dien verstande dat waar die amptenaar per motorvoertuig of ander private vervoermiddel reis ooreenkomstig sub-regulasie (2) van regulasie 3 van hierdie Hoofstuk, geen onderhoudstoelae aan hom betaal word vir 'n langer tydperk nie as dié wat hy sou gereis het indien hy gebruik gemaak het van 'n vervoermiddel soos voorgeskryf in sub-regulasie (1) van regulasie 3 van hierdie Hoofstuk, tensy die Besturende Direkteur anders besluit.

(2) Benewens die onderhoudstoelae vermeld in subregulasie (1) van hierdie regulasie, word aan 'n amptenaar wat op die datum waarop hy van sy verplasing of oorpasing amptelik in kennis gestel is, 'n huisgesin in 'n woonhuis of woonstel onderhou het op of (volgens die Besturende Direkteur se oordeel) in die omgewing van die plek vanwaar hy verplaas of oorgeplaas word, 'n spesiale maandelikse hulptoelae op die onderstaande basis betaal van die uur en datum van sy aankoms by die plek waarheen hy verplaas of oorgeplaas is tot die uur en datum waarop hy op daardie plek of (volgens die Besturende Direkteur se oordeel) in die omgewing daarvan weer 'n huisgesin in 'n woonhuis of woonstel onderhou:

- (a) Aan 'n getroude amptenaar R30 per maand van 30 dae;
- (b) Ten opsigte van elke kind van 'n amptenaar onder die ouderdom van agttien jaar, wat permanent by hom inwoon en geheel en al van hom afhanklik is, R10 per maand van 30 dae: Met dien verstande dat die Besturende Direkteur na goeie dinkte betaling van die hulptoelae kan magtig ten opsigte van 'n kind van die ouderdom van agttien jaar, maar nie oor die ouderdom van vier-en-twintig jaar nie, wat sy studies voltyds voortsit, of ten opsigte van enige ander kind wat deur geestelike of liggaamlike gebrek of weens enige ander grondige oorsaak, geheel en al afhanklik is van die amptenaar;
- (c) Ten opsigte van elke persoon wat volgens die oordeel van die Besturende Direkteur geheel en al van 'n amptenaar afhanklik is en permanent by hom inwoon, R10 per maand van 30 dae;
- (d) Aan 'n ongetroude amptenaar, R15 per maand van 30 dae: Met dien verstande dat sodanige maandelikse hulptoelae in elk geval betaalbaar is vir een maand van 30 dae en daarna op 'n *pro rata*-basis vir 'n maksimum tydperk van 90 dae.

(3) Daar word aan 'n amptenaar wat kwalifiseer vir die hulptoelae kragtens subregulasie (2) van hierdie regulasie, en wat binne 90 dae nadat hy diens by 'n kantoor aanvaar het en voordat hy weer 'n huisgesin in 'n woonhuis of woonstel daar onderhou, een of meer verdere verplasinge of oorplasinge ontvang, ten opsigte van elke sodanige verplasing of oorplasing die hulptoelae kragtens subregulasie (2) van hierdie regulasie betaal.

9. (1) Daar word aan 'n amptenaar wat deur die Bank van een kantoor na 'n ander verplaas of oorgeplaas word en wat 'n huisgesin in 'n woonhuis of woonstel onderhou het op of (volgens die Besturende Direkteur se oordeel) in die omgewing van die plek vanwaar hy verplaas of oorgeplaas word op die datum waarop hy van sy verplasing of oorplasing amptelik in kennis gestel is, of binne 180 dae vóór daardie datum, 'n toelae van eenhonderd rand betaal wanneer hy weer 'n huisgesin in 'n woonhuis of woonstel onderhou op of (volgens die Besturende Direkteur se oordeel) in die omgewing van die plek waarheen hy verplaas of oorgeplaas is, en geen verdere vergoeding word aan hom toegeken ten opsigte van sodanige verplasing of oorplasing of ten opsigte van enige ander onkoste wat daarmee in verband staan nie, uitgesonderd die toelaes en vergoeding waarvoor in hierdie Hoofstuk voorsiening gemaak word: Met dien verstande dat aan sodanige amptenaar wat binne twaalf maande een of meer verdere verplasinge of oorplasinge ontvang en voordat hy weer 'n huisgesin in 'n woonhuis of woonstel onderhou op of (volgens die Besturende Direkteur se oordeel) in die omgewing van 'n plek waarheen hy verplaas of oorgeplaas is, die toelae betaal word wanneer hy weer 'n huisgesin in 'n woonhuis of woonstel onderhou op of (volgens die Besturende Direkteur se oordeel) in die omgewing van 'n plek waarheen hy verplaas of oorgeplaas is.

(2) An official who is transferred or removed from one office to another at the instance of the Bank and who is not so maintaining or who has not so maintained a household in a house or in a flat as provided in sub-regulation (1) of this regulation, shall be granted an allowance in respect of forfeiture of rent or of board and lodging, for a period not exceeding one month, or to cover any other expense incidental to his transfer or removal, on production of satisfactory evidence that the expense could not have been avoided by him.

(3) An official who is transferred or removed from one office to another at the instance of the Bank and whose transfer is changed or cancelled, shall be granted an allowance to cover any reasonable expense which he may have incurred in connection with his original transfer or removal in respect of forfeiture of deposit or rent, or board and lodging, for a period not exceeding one month, or to cover any other reasonable expense occasioned by such change or cancellation of the transfer or removal, on production of satisfactory evidence that the expense could not have been avoided by him.

10. An official who is transferred or removed from one office to another at the instance of the Bank, may, in addition to receiving the subsistence and transport allowance provided under these regulations, be granted, in respect of the removal of his household and personal effects, the privileges prescribed in Schedule B: Provided that any claim for reimbursement of expenses is supported by properly certified and completed vouchers.

11. No expenses in connection with the transfer or removal of a person employed on a temporary basis shall be paid by the Bank, unless the specific and prior authority of the Managing Director has been obtained.

(d) General.

Officials Travelling Abroad on Duty.

12. An official travelling on duty abroad may be paid subsistence allowance in accordance with the rates prescribed by the Board. The class of fare and means of transport used shall be in accordance with the terms of these regulations.

Claims.

13. All claims for reimbursement of subsistence and transport expenses shall be submitted in a form prescribed by the Board.

Special Allowances, Enhancements and Reductions.

14. (1) Special subsistence, transport and other allowances may be paid at such rates and on such terms as the Board deems fit, in respect of particular duties performed by an official or to meet the requirements of particular classes of officials or exceptional conditions of service or in any other circumstances not provided for in this chapter.

(2) The allowances prescribed in the regulations of and in the schedules to this chapter may, from time to time, be enhanced by the Board whenever, in its opinion, circumstances justify such being done, or they may be reduced to an amount which the Board considers to be commensurate with the expenditure actually and necessarily incurred by an official.

(3) A married official whose duties require his attendance at Cape Town for any period during any session of Parliament may be granted such subsistence allowance and free conveyance in respect of his wife, children, domestic servants and weight of excess luggage, as the case may be, as he would be entitled to if he were transferred or removed in accordance with the provisions of these regulations. Such an official may further be reimbursed so much of the expenditure incurred by him in the conveyance by rail of one motor vehicle from his headquarters to Cape Town and return as the Board on the recommendation of the Managing Director may approve.

(2) Aan 'n amptenaar wat deur die Bank van een kantoor na 'n ander verplaas of oorgeplaas word en wat nie 'n huisgesin in 'n woonhuis of woonstel onderhou of onderhou het soos in subregulasie (1) van hierdie regulasie bepaal nie, word 'n toelae toegeken ten opsigte van die verbeuring van huur of voedsel en inwoning, vir 'n tydperk van hoogstens een maand, of om enige ander uitgawe te dek wat met sy verplasing of oorplasing in verband staan, mits hy bevredigende bewys lewer dat die uitgawe nie vermy kon word nie.

(3) Aan 'n amptenaar wat deur die Bank van een kantoor na 'n ander verplaas of oorgeplaas word en wie se verplasing verander of gekanselleer word, word 'n toelae toegeken om enige redelike uitgawe te dek wat hy in verband met sy aanvanklike verplasing of oorplasing mag aangegaan het ten opsigte van die verbeuring van deposito of huur, of voedsel en inwoning, vir 'n tydperk van hoogstens een maand, of om enige ander redelike uitgawe te dek wat veroorsaak is deur sodanige verandering of kansellering van die verplasing of oorplasing, mits hy bevredigende bewys lewer dat die uitgawe nie vermy kon word nie.

10. Aan 'n amptenaar wat deur die Bank van een kantoor na 'n ander verplaas of oorgeplaas word, kan, benevens die onderhouds- en vervoertoelae soos in hierdie regulasies bepaal, die voorregte toegestaan word wat in Bylae B voorgeskryf is, ten opsigte van die oorplasing van sy huisgesin en persoonlike besittings: Met dien verstande dat enige aanspraak op vergoeding van uitgawes gestaaf moet word deur behoorlik gesertifiseerde en voltooide bewysstukke.

11. Aan 'n persoon wat tydelike diens doen, word geen uitgawes deur die Bank vergoed met betrekking tot sy verplasing of oorplasing nie, tensy die Besturende Direkteur dit vooraf uitdruklik gemagtig het.

(d) Algemeen.

Amptenare wat op diens in die buiteland reis.

12. Aan 'n amptenaar wat op diens in die buiteland reis, kan onderhoudstoelae toegestaan word ooreenkomstig die skaal wat die Raad bepaal. Die reisklas en die vervoermiddel word bepaal ooreenkomstig die voorskrifte van hierdie regulasies.

Eise.

13. Alle eise vir vergoeding van onderhouds- en vervoeruitgawes moet voorgelê word op 'n vorm wat die Raad voorskryf.

Spesiale toelaes en vermeerdering of vermindering daarvan.

14. (1) Spesiale vervoer-, onderhouds- en ander toelaes, teen 'n skaal en op die voorwaardes wat die Raad goedvind, kan betaal word ten opsigte van besondere werksaamhede deur 'n amptenaar verrig of om voorsiening te maak in die geval van besondere groepe amptenare of buitengewone dienstoestande of enige ander omstandighede waarvoor in hierdie Hoofstuk geen voorsiening bestaan nie.

(2) Die toelaes wat in die regulasies van en in die Bylaes tot hierdie Hoofstuk voorgeskryf word, kan deur die Raad van tyd tot tyd vermeerder word wanneer hy van mening is dat omstandighede dit regverdig, of die toelaes kan verminder word tot 'n bedrag wat die Raad meen gelykstaan met die werklike uitgawes wat noodsaaklikerwys deur 'n amptenaar aangegaan is.

(3) As 'n getroude amptenaar se dienste dit vir hom nodig maak om in Kaapstad te wees vir enige tydperk gedurende 'n parlamentsitting, kan aan hom sodanige onderhoudstoelae en vry vervoer toegestaan word ten opsigte van sy vrou, kinders, huisbediendes en oorbagasië, na gelang van die geval, waartoe hy geregtig sou wees as hy verplaas of oorgeplaas was ooreenkomstig die bepalings van hierdie regulasies. Sodanige amptenaar kan voorts vergoed word ten opsigte van so 'n gedeelte van die onkoste deur hom aangegaan in verband met die vervoer per spoor van 'n motorvoertuig van sy hoofkwartier na Kaapstad en terug as wat die Raad op aanbeveling van die Besturende Direkteur mag goedkeur.

Applicability of Regulations.

15. The provisions of the regulations in this Chapter may, *mutatis mutandis*, be applied in the case of an official who, whilst absent on leave of any description, is instructed, before the expiration of such leave, to assume duty at a place or office other than at his former headquarters.

SCHEDULE A.

DAILY RATES OF SUBSISTENCE ALLOWANCES FOR EACH COMPLETED DAY OF TWENTY-FOUR HOURS CALCULATED FROM THE TIME AN OFFICIAL LEAVES HIS HEADQUARTERS UNTIL HIS RETURN THERETO.

(a) In respect of officers and clerks and other European employees:

Salary.	Daily Rate.
	R
Up to R2,280 per annum.....	3.50
Over R2,280 to R4,302 per annum.....	4.50
R4,303 to R6,053 per annum.....	5.00
R6,054 and over per annum.....	5.50

(b) In respect of Bantu, Indians and Coloureds:

Such rates as may from time to time be determined by the Board.

SCHEDULE B.

(a) ALLOWANCES FOR SUBSISTENCE PAYABLE, IN ACCORDANCE WITH THE PROVISIONS OF THESE REGULATIONS, IN RESPECT OF AN OFFICIAL'S HOUSEHOLD FOR THE PERIOD NECESSARILY OCCUPIED IN TRAVELLING FROM ONE OFFICE TO ANOTHER.

In respect of each person over the age of twelve years, the full daily rate; and in respect of each person of twelve years of age and under, one-half of the daily rate; calculated according to the official's classification, salary and rate of allowance as prescribed in Schedule A: Provided that reasonable out-of-pocket expenses only shall be refunded in the case of a domestic servant.

(b) RAIL FACILITIES.

Salary of the official concerned.	Class by which members of an official's household other than servants are entitled to travel.	Number of servants entitled to transport and class by which they shall travel.	Weight of excess luggage an official (including his household) is allowed to transport by passenger train.	Weight of personal effects an official (including his household) is allowed to transport by goods train.
Up to R2,280 per annum	The same as that sanctioned for the official	One servant..... Class III, unless otherwise directed by the Managing Director in his discretion Nursemaids in charge of babies in arms may be granted a warrant to travel by the same class as other members of the official's household	Not exceeding 300 lb. gross weight	Not exceeding 10,000 lb. gross weight.
Over R2,280 per annum	As above.....	Two servants, otherwise as above	Not exceeding 450 lb. gross weight	Not exceeding 14,000 lb. gross weight.

(b) TREINFASILITEITE.

Salaris van die betrokke amptenaar.	Reisklas van lede van die amptenaar se huisgesin, maar nie bediendes nie.	Getal bediendes wat geregtig is op vervoer en klas waarin hulle mag reis.	Gewig van oorbagasje wat 'n amptenaar (met inbegrip van sy huisgesin) toegelaat word om per passasierstrein te vervoer.	Gewig van persoonlike besittings wat 'n amptenaar (met inbegrip van sy huisgesin) toegelaat word om per goederetrein of pad te vervoer.
Tot R2,280 per jaar...	Dieselfde as dié vir die amptenaar goedgekeur	Een bediende..... Derdeklas, tensy die Besturende Direkteur, na goeddunke, anders besluit Aan kinderoppassers wat babas moet versorg, kan 'n reisorder van dieselfde klas as die ander lede van die amptenaar se huisgesin toegestaan word	Hoogstens 300 pond bruto gewig	Hoogstens 10,000 pond bruto gewig.
Bo R2,280 per jaar....	Soos hierbo.....	Twee bediendes, origens dieselfde as hierbo	Hoogstens 450 pond bruto gewig	Hoogstens 14,000 pond bruto gewig.

Toepassing van regulasies.

15. Die bepalings van die regulasies in hierdie Hoofstuk kan *mutatis mutandis* op 'n amptenaar toegepas word wat, onderwyl hy met verlof van enige aard afwesig is, gelas word om voor verstryking van sodanige verlof diens te hervat op 'n ander plek of kantoor as op sy vorige hoofkwartier.

BYLAE A.

DAGSKAAL VAN ONDERHOUDSTOELAE VIR ELKE VOLTOOIDE DAG VAN VIER-EN-TWINTIG UUR, BEREKEN VAN DIE TYD WAT 'N AMPTENAAR SY HOOFKWARTIER VERLAAT TOT BY SY TERUGKEER.

(a) Ten opsigte van beamptes en klerke en ander Blanke werknemers:—

Salaris.	Dagskaal.
	R
Tot R2,280 per jaar.....	3.50
Oor R2,280 tot R4,302 per jaar.....	4.50
R4,303 tot R6,053 per jaar.....	5.00
R6,054 en hoër per jaar.....	5.50

(b) Ten opsigte van Bantoes, Indiërs en Kleurlinge:—
Sodanige skaal as wat die Raad van tyd tot tyd bepaal.

BYLAE B.

(a) ONDERHOUDSTOELAE BETAALBAAR TEN OPSIGTE VAN 'N AMPTENAAR SE HUISGESIN OOREENKOMSTIG DIE BEPALINGS VAN HIERDIE REGULASIES VIR DIE NOODWENDIGE DUUR VAN DIE REIS VAN EEN KANTOOR NA 'N ANDER.

Ten opsigte van elke persoon oor die ouderdom van twaalf jaar, die volle dagskaal; en ten opsigte van elke persoon van twaalf jaar en jonger, een-hefte van die dagskaal; bereken volgens die groepering van die amptenaar, sy salaris en toelaagskaal, soos in Bylae A voorgeskryf: Met dien verstande dat in die geval van 'n huisbediende slegs redelike uitgawes vergoed word.

(c) ITEMS OF EXPENDITURE INCIDENTAL TO TRANSFER OR REMOVAL WHICH MAY BE PAID TO AN OFFICIAL FROM THE BANK'S FUNDS SUBJECT TO THE PRODUCTION OF SUPPORTING VOUCHERS.

(i) Cost of packing (including cases, straw, sacking, etc.) and unpacking of personal effects as also reasonable expenses in connection with the loading and unloading of private motor transport (including the hiring of tarpaulins and the purchasing of ropes, etc.).

(ii) Cost of warehousing personal effects for a period not exceeding three months, unless extended by the Managing Director for a further period of three months or part thereof.

(iii) Cost of conveying personal effects to and from a warehouse, and by train or other conveyance from one office to another or between a railway station and dwelling at or (in the opinion of the Managing Director) in the vicinity of the place to which the official has been transferred or removed.

(d) FURTHER REQUIREMENTS.

(i) The Managing Director shall, whenever practicable, give timely notice of impending transfer to the official concerned.

(ii) Informal tenders shall be obtained from local firms or tradesmen for the packing and unpacking of personal effects and the acceptance, by the official, of the lowest tender shall be approved by the Managing Director, unless the Managing Director is satisfied that adequate reasons exist for its non-acceptance.

(iii) The charge for transporting any motor transport or other vehicle shall be calculated at a rate not exceeding that at which the household furniture of the official is transported. The Board may, in special circumstances, exclude the weight of motor transport from the weight of personal effects allowed to be transported in terms of this schedule.

(iv) The removal and transfer of personal effects, shall be undertaken at railway risk or, where road or other means of transport are employed, shall be adequately covered by insurance at the Bank's expense. The Board may, however, in its discretion, reimburse an official for the cost of repairs to or replacement of personal effects damaged or lost in transit.

(v) No liability will be admitted by the Bank for damage to or loss of personal effects of an official, whilst such personal effects are in storage.

(vi) Packing material paid for out of the Bank's funds shall, after completion of a transfer, be disposed of for account of the Bank.

CHAPTER VII.

SUBSIDISED FARES FOR HOLIDAY PURPOSES.

1. Except as may otherwise be specially provided in this chapter, the Board may authorise payment by the Bank of a subsidised fare in respect of a return or circular-tour railway journey, within the borders of the Republic, covering a continuous journey by railway from and back to the starting point, undertaken or to be undertaken not more than once in any calendar year, by an official, pensioner, wife or child, as defined for the purposes of this chapter, at the class of travel prescribed by the Managing Director.

RESTRICTIONS ON JOURNEYS.

2. (1) A subsidised fare shall be payable for bona fide annual holiday purposes only and shall be confined to continuous return or circular-tour railway journeys, commencing and terminating, unless the Managing Director otherwise directs, at the railway station which serves the place at which the official is employed or is resident while in employment or at which the pensioner, wife or child is resident, as the case may be.

(c) UITGAWES WEENS VERPLASING OF OORPLASING WAT AAN 'N AMPTENAAR UIT DIE BANK SE FONDSE VERGOED KAN WORD BY VOORLEGGING VAN BEWYSSTUKKE.

(i) Koste van verpakking (met inbegrip van kaste, strooi, sakke, ens.) en uitpak van persoonlike besittings asook redelike koste in verband met die op- en aflaai van private motorvoertuie (met inbegrip van die huur van teerseile en die aankoop van toue, ens.).

(ii) Bergingskoste van persoonlike besittings vir 'n tydperk van hoogstens drie maande, tensy die Besturende Direkteur die tydperk vir nog drie maande of gedeelte daarvan verleng.

(iii) Vervoerkoste van persoonlike besittings na en van 'n pakhuis, en per trein of ander vervoermiddel van eeh kantoor na 'n ander, of tussen 'n spoorwegstasie en woonhuis op of (volgens die Besturende Direkteur se oordeel) in die omgewing van die plek waarheen die amptenaar verplaas of oorgeplaas is.

(d) VERDERE VEREISTES.

(i) Sover doenlik gee die Besturende Direkteur die betrokke amptenaar betyds kennis van 'n voorgename verplasing.

(ii) Informele tenders moet van plaaslike firmas of handelaars verkry word vir die verpakking en uitpak van persoonlike besittings en aanname deur die amptenaar van die laagste tender word deur die Besturende Direkteur goedgekeur, tensy die Besturende Direkteur oortuig is dat daar voldoende redes bestaan waarom dit nie aangeneem moet word nie.

(iii) Die vervoerkoste van 'n motor- of ander voertuig word bereken teen 'n tarief nie hoër nie as dié waarteen die amptenaar se huisraad vervoer word. Die Raad kan in besondere omstandighede die gewig van 'n motorvoertuig uitsluit van die gewig van persoonlike besittings wat ooreenkomstig hierdie Bylae vir vervoer toegelaat word.

(iv) Die oorplasing en vervoer van persoonlike besittings moet op spoorwegrisiko onderneem word of, waar pad- of ander vervoermiddels gebruik word, op koste van die Bank voldoende verassureer word. Die Raad kan egter na goedgekeurde, die koste van herstel of vervanging van persoonlike besittings wat tydens vervoer beskadig of verlore geraak het aan 'n amptenaar vergoed.

(v) Die Bank sal geen aanspreeklikheid aanvaar vir die verlies of beskadiging van persoonlike besittings van 'n amptenaar onderwyl sodanige besittings in 'n pakhuis is nie.

(vi) Verpakkingsmateriaal waarvoor die Bank betaal het, word na afloop van die verplasing vir die Bank se rekening van die hand gesit.

HOOFSTUK VII.

SUBSIDIE OP REISGELD VIR VAKANSIEDOELEINDES.

1. Behalwe vir sover in hierdie Hoofstuk spesiaal anders bepaal word, kan die Raad betaling deur die Bank van 'n subsidie op reisgeld magtig, ten opsigte van 'n retoer- of rondreis per spoor binne die grense van die Republiek vir 'n ononderbroke reis per spoor van die aanvangspunt en terug, wat deur 'n amptenaar, pensioentrekker, eggenote of kind soos omskryf vir die doeleindes van hierdie Hoofstuk, nie meer as een maal per kalenderjaar onderneem word of onderneem sal word nie, in die klas wat die Besturende Direkteur bepaal.

BEPERKINGS OP REISE.

2. (1) 'n Subsidie op reisgeld word slegs vir bona fide jaarlikse vakansiedoeleindes betaal en is beperk tot ononderbroke retoer- of rondreis per spoor wat, tensy die Besturende Direkteur anders besluit, aanvaar en beëindig moet word op 'n spoorwegstasie vir die plek waar die amptenaar werksaam of woonagtig is onderwyl in diens, of waar die pensioentrekker, eggenote of kind woonagtig is, na gelang van die geval.

(2) The breaking of a railway journey in circumstances ordinarily allowed by the South African Railways Administration under its regulations relating to rail travel, shall not be regarded as an interruption of an otherwise continuous or circular-tour railway journey for the purpose of paying the subsidised fare.

3. The subsidised fare shall not be payable—

- (a) in any one calendar year for more than one railway journey in each direction over the same rail system during the course of any return or circular-tour railway journey;
- (b) in respect of any extra cost of travel occasioned by travelling on limited or express railway trains to which special charges by the South African Railways Administration may apply, such extra cost, over and above the subsidised fare based on the fare applicable at the time of travelling, by public conveyance, being borne by the official, pensioner, wife or child, as the case may be;
- (c) in respect of any extra cost involved in the special booking of railway accommodation for the exclusive or private use of the official, pensioner, wife or child.

RESTRICTIONS AS TO PERSONS.

4. The subsidised fare shall not be payable in respect of—

- (a) a wife, unless she is permanently residing with her husband;
- (b) a child of an official or pensioner, unless the child is under the age of eighteen years and is permanently residing with and solely dependent upon the official or pensioner, as the case may be: Provided that the Managing Director may, in his discretion, authorise payment of the subsidised fare in respect of a child of eighteen years of age but not over the age of twenty-four years, who is pursuing studies or any other child who, through mental or physical incapacity or for any other valid reason acceptable to the Board, is solely dependent upon the official or pensioner;
- (c) a widow of any deceased pensioner as defined under "pensioner" for the purposes of this chapter, upon her remarriage;
- (d) a wife or child of a Bantu, Indian or Coloured;
- (e) any other person not specifically provided for in this chapter: Provided that the Managing Director may, in his discretion, authorise the payment of a subsidised fare in respect of any such other person, if permanently residing with and solely dependent upon an official or pensioner, as the case may be.

NEWLY MARRIED WIVES.

5. The subsidised fare may be paid in respect of a newly married wife of an official, who has married at a place away from his headquarters, for a single journey from the railway station serving the place of marriage to the official's headquarters: Provided that such subsidised fare shall be regarded as the wife's annual holiday subsidised fare for the calendar year in which the marriage took place and may, if desired, but subject to the provisions of these regulations, include a holiday railway journey undertaken at the same time.

LUGGAGE.

6. An official, pensioner, wife or child shall be allowed to take with him double the weight of free luggage ordinarily allowed by the South African Railways Administration, according to the class travelled and the full cost of such excess weight of luggage up to the above limit, shall form part of the subsidised fare in the manner envisaged in the definition of the term "subsidised fare".

(2) Die onderbreking van 'n treinreis in gevalle wat gewoonlik toegelaat word deur die Suid-Afrikaanse Spoorwegadministrasie ooreenkomstig sy regulasies wat treinreise betref, word vir die doel van betaling van 'n subsidie op reisgeld, nie as 'n onderbreking van 'n andersins ononderbroke reis of rondreis per spoor beskou nie.

3. Die subsidie op reisgeld is nie betaalbaar nie—

- (a) vir meer as een treinreis in elke rigting oor dieselfde trajek in die loop van 'n retoer- of rondreis per spoor gedurende dieselfde kalenderjaar;
- (b) ten opsigte van ekstra reiskoste as gevolg van 'n reis op beperkte treine of sneltreine waar spesiale tariewe deur die Suid-Afrikaanse Spoorwegadministrasie van toepassing is. Sodanige ekstra koste, bo en behalwe die subsidie op reisgeld gebaseer op die reisgeld wat op daardie tydstip geldig is vir reise per publieke vervoer, word deur die amptenaar, pensioentrekker, eggenote of kind gedra, wie ook al betrokke is;
- (c) ten opsigte van ekstra koste betrokke by die spesiale bespreking van spoorwegakkommodasie vir die uitsluitlike of private gebruik van die amptenaar, pensioentrekker, eggenote of kind.

BEPERKINGS OP PERSONE.

4. Die subsidie op reisgeld is nie betaalbaar nie ten opsigte van—

- (a) 'n eggenote, tensy sy permanent by haar eggenoot inwoon;
- (b) 'n kind van 'n amptenaar of pensioentrekker, tensy die kind onder die ouderdom van agttien jaar is en permanent inwoon by en geheel en al afhanklik is van die amptenaar of pensioentrekker, na gelang van die geval: Met dien verstande dat die Besturende Direkteur, na goeddunke, betaling van die subsidie op reisgeld kan magtig ten opsigte van 'n kind van die ouderdom van agttien jaar maar nie oor die ouderdom van vier-en-twintig jaar nie wat sy studies voortsit, of ten opsigte van enige ander kind wat deur geestelike of liggaamlike gebrek of weens enige ander grondige oorsaak, aanneemlik vir die Raad, geheel en al afhanklik is van die amptenaar of pensioentrekker;
- (c) 'n weduwee van 'n oorlede pensioentrekker soos omskrywe onder „pensioentrekker” vir die doel van hierdie Hoofstuk, by hertrouwe;
- (d) 'n eggenote of kind van 'n Bantoe, Indiër of Kleurling;
- (e) iemand anders vir wie geen spesifieke voorsiening in hierdie Hoofstuk gemaak is nie: Met dien verstande dat die Besturende Direkteur, na goeddunke, betaling van die subsidie op reisgeld kan magtig ten opsigte van enige ander persoon wat permanent inwoon by en geheel en al afhanklik is van 'n amptenaar of pensioentrekker, na gelang van die geval.

PASGETROUDE EGGENOTES.

5. Die subsidie op reisgeld kan betaal word ten opsigte van die pasgetroude eggenote van 'n amptenaar wat getroud is op 'n plek weg van sy hoofkwartier, vir 'n enkelreis van die spoorwegstasie vir die plek waar die huwelik voltrek is, na die amptenaar se hoofkwartier: Met dien verstande dat sodanige subsidie op reisgeld beskou word as die eggenote se jaarlikse vakansiesubsidie op reisgeld vir die kalenderjaar waarin die huwelik plaasgevind het, en dat dit, indien verlang, 'n vakansiespoorreis kan insluit wat terselfdertyd onderneem word, maar met inagneming van die bepaling van hierdie regulasies.

BAGASIE.

6. 'n Amptenaar, pensioentrekker, eggenote of kind word toegelaat om dubbel die gewig aan vrybagasie saam te neem wat die Suid-Afrikaanse Spoorwegadministrasie gewoonlik volgens die klas waarin gereis word toelaat en die volle koste van sodanige oorbagasie, nie voormelde beperking te bowe gaande nie, maak deel uit van die subsidie op reisgeld op die wyse beoog in die woordbepaling van die uitdrukking „subsidie op reisgeld”.

**JOURNEYS BY MOTOR OR OTHER MEANS OF CONVEYANCE
INSTEAD OF RAIL TRANSPORT.**

7. Notwithstanding anything to the contrary in this chapter, an official, pensioner, wife or child who, for bona fide annual holiday purposes, undertakes a journey within the Republic, by means of motor transport or other means of conveyance instead of by available railway facilities as envisaged in these regulations, may, in the Managing Director's discretion, be granted once in any calendar year, the same subsidised fare as would otherwise have been payable had the official, pensioner, wife or child as the case may be, travelled by available rail transport, calculated in accordance with the provisions of these regulations, but excluding any cost of excess weight of luggage as envisaged in regulation 6: Provided that where such official, pensioner, wife or child has used rail transport for the conveyance of luggage, the cost of such conveyance may be included in the subsidised fare, but not exceeding the cost which would have been incurred in terms of regulation 6, if the journey had been undertaken by rail.

CHANGE OF CIRCUMSTANCES AFFECTING JOURNEY.

8. Whenever, through circumstances beyond the control of the official, pensioner, wife or child, a railway journey—

- (a) cannot be undertaken at all; or
- (b) cannot be completed as booked; or
- (c) requires to be extended; or
- (d) requires exceeding the cost of rail tickets; or
- (e) involves any extra charges or costs which would not otherwise have been incurred;

the Managing Director shall, in his discretion, determine whether or not a subsidised fare may be paid and, if payable, in what manner and to what extent or, if need be, in respect of which particular calendar year the journey is to rank, if at all.

CALCULATION AND PAYMENT OF SUBSIDISED FARE.

9. The Managing Director shall, from time to time, determine the manner in which the subsidised fare is to be calculated and to whom and when payment thereof is to be effected and shall call for such evidence and do such acts, as he deems fit, in order to carry out the provisions of this chapter effectively.

SPECIAL POWERS OF THE BOARD.

10. The Board may, in its discretion—

- (a) authorise payment of the subsidised fare for holiday purposes in such special circumstances as it considers justifiable;
- (b) from time to time whenever it considers circumstances justify such being done, determine an amount or percentage by which the subsidised fare for holiday purposes may be enhanced or reduced, as the case may be.

**REISE PER MOTOR OF ANDER VERVOERMIDDEL IN STEDE
VAN SPOORVERVOER.**

7. Ondanks andersluidende bepalings in hierdie Hoofstuk, kan aan 'n amptenaar, pensioentrekker, eggenote of kind wat vir *bona fide* jaarlikse vakansiedoeleindes 'n reis onderneem binne die Republiek per motorvoertuig of ander vervoermiddel in stede van die beskikbare spoorweg-fasiliteite soos in hierdie regulasies beoog na goeëddunke van die Besturende Direkteur een keer in 'n kalenderjaar dieselfde subsidie op reisegeld toegestaan word as wat andersins betaalbaar sou gewees het indien die amptenaar, pensioentrekker, eggenote of kind, na gelang van die geval, gereis het per beskikbare spoorvervoer, bereken ooreenkomstig die bepalings van hierdie regulasies, uitgesonderd die koste van oorbegasie soos in regulasie 6 beoog: Met dien verstande dat waar sodanige amptenaar, pensioentrekker, eggenote of kind gebruik gemaak het van spoorvervoer om bagasie te versend, die koste van sodanige versending ingesluit kan word by die subsidie op reisegeld, maar nie meer nie as die koste wat aangegaan sou gewees het ooreenkomstig regulasie 6, indien die reis per spoor onderneem was.

VERANDERING VAN OMSTANDIGHED E RAKENDE 'N REIS.

8. Wanneer ook al deur omstandighede buite die beheer van die amptenaar, pensioentrekker, eggenote of kind, 'n spoorreis—

- (a) geensins onderneem kan word nie; of
- (b) nie voltooi kan word soos bespreek nie; of
- (c) verleng moet word; of
- (d) meebring dat hoër reisegelede betaal moet word; of
- (e) ekstra uitgawes of koste veroorsaak wat andersins nie aangegaan sou gewees het nie;

stel die Besturende Direkteur, na goeëddunke, vas of 'n subsidie op reisegeld betaal kan word al dan nie, en indien betaalbaar, op welke wyse en in welke mate of, indien nodig, ten opsigte van watter besondere kalenderjaar, indien wel, die reis sal geld.

BEREKENING EN UITBETALING VAN SUBSIDIE OP REISEGELD.

9. Die Besturende Direkteur stel van tyd tot tyd vas hoe die subsidie op reisegeld bereken moet word en aan wie en wanneer betaling daarvan moet geskied en hy moet sodanige bewysstukke aanvra en sodanig optree as wat hy dienstig ag ten einde die bepalings van hierdie Hoofstuk doeltreffend uit te voer.

SPEZIALE BEVOEGDHED E VAN DIE RAAD.

10. Die Raad kan, na goeëddunke—

- (a) betaling van die subsidie op reisegeld vir vakansiedoeleindes magtig in sodanige buitengewone omstandighede as wat hy geregverdig ag;
- (b) van tyd tot tyd wanneer hy van mening is dat omstandighede dit regverdig, 'n bedrag of persentasie vasstel waarmee die subsidie op reisegeld vir vakansiedoeleindes vermeerder of verminder kan word, na gelang van die geval.

CONTENTS.

No.	Department of Finance. GOVERNMENT NOTICE.	PAGE
R. 585.	Land and Agricultural Bank of South Africa: Staff Regulations ...	1

INHOUD.

No.	Departement van Finansies. GOEWERMENSKENNISGEWING.	BLADSY
R. 585.	Land- en Landboubank van Suid-Afrika: Personeelregulasies ...	1

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