

SARAWAK BANK EMPLOYEES' UNION

WEBSITE: www.sbeu.org.my

MANAGEMENT HANDBOOK

27TH EDITION
2024/2025



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INTRODUCTION

1. This 27th Edition of SBEU Management Handbook is published to institutionalize the operations of SBEU and to implement the recommendations of the 27th Annual Management Workshop 2024.
2. The Management Workshop, attended by all Principal Officials, Branch Executives & Staffs was held at our SBEU Office in Bintulu.
3. We must navigate the negotiations of the Collective Agreements with SCBA, AmBank & HSBC-CSB. We must be ready for the serious challenges as well as opportunities going forward with the amendments of the Trade Unions Act and Freedom of Association.
4. We need to continue to invest and to take proactive steps to sustain our Retreat 1 & 2 and SBEU.
5. The Workshop reviewed the performance of SBEU, Officials and Staffs, and decided on the honorarium for Officials as well as bonus for Staffs in 2023-2024. It drew up the programme of activities and the budget for the year ending 31/3/2025.
6. It is hoped that our Officials can develop leadership, management & organizational skills and to perform their duties. Leaders must focus on performance instead of rewards. Rewards will follow performance.
7. The 105th EXCO Meeting subsequently endorsed its findings.
8. This handbook is a useful reference and roadmap to assist Union Officials in the discharge of their duties and manage SBEU in a professional and effective way. In accordance with laid down procedures and guidelines.