

SARAWAK BANK EMPLOYEES' UNION

MANAGEMENT HANDBOOK

28TH EDITION 2025/2026

INTRODUCTION

1. This 28th Edition of SBEU Management Handbook is published to institutionalize the operations of SBEU and to implement the recommendations of the 28th Annual Management Workshop 2025.
2. The Management Workshop, attended by all Principal Officials, Branch Executives & Staffs was held at our SBEU Office in Kuching in April 2025.
3. We reviewed the performance of SBEU for 2024-2025 and drew up the programme of activities and the budget for the year ending 31/3/2026. We need to prepare for challenges under the Freedom of Association of the amended Industrial Relations & Trades unions Act.
4. We need to resolved regulatory issues to sustain our Retreat 1 & 2.
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 2024-2025.
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 108th 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.