



Local Conveyance

Purpose:

- This policy for clear coverage of local conveyance allowance to employee.

Scope:

- This is applicable only for few Madurai branch employee who came from other than Thirunagar or Thiruparankundram place. This will be decided by management on the basis of employee CTC.

Eligibility:-

- Employee who came from Sivakasi is allowed a lump sum amount of Rs 2,000/- and rest of the local person should submit bus pass renewal charges on monthly basis. This amount will be reimburse in petty cash voucher.