

JCT LIMITED:PHAGWARA


September 26, 2011

Office Order No. 45

Keeping in view the recent increase in the price of petrol, the Management is pleased to revise Clause-19 of the Travelling Rules, which relates to reimbursement of car running expenses for Company's use. Accordingly, the eligible employees of the Company will be reimbursed expenses as under, whenever they make use of their vehicles for official duties :-

- | | | |
|----------------|---|-----------------|
| - V.P. & above | : | Rs.9.00 per km. |
| - Upto G.M. | : | Rs.8.00 per km. |

The above will come into force with effect from 1st October, 2011.


Rajmohan Singh
Director [Operations]

Copy to :

- CFO, Head Office
- Unit Head : Hoshiarpur
- Unit Head : Sriganganagar
- GM [HR] Head Office
- Sr.VP[P]
- Sr.VP[R]
- VP [Mktg.]
- GM [F&A]
- GM [HR]
- All HoDs
- All Sales Offices