

Kazi Farms Limited

Ref: KFG/HR/2015/1354

Date: 4th November 2015

Subject: Transfer allowance

Office Circular

This is to inform all that transfer allowance will be paid as mentioned below:

1. Transfer allowance will be half of gross salary or maximum 15,000 Tk whichever is lower.
2. Transfer allowance will be applicable for inter-regional office, inter-district, inter-department, inter-office transfer where physical movement of family, personal belongings, goods are required.

All are requested to follow the above terms and conditions.

Director  
Kazi Farms

Copy to:  
All KFG employees

Corporate Centre: 35, Dhanmondi Residential Area, Road No-02, Dhaka-1205, Bangladesh.

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