

Kazi Farms Limited – Office Circular

Ref: KFG/HR/2016/484

Date: April 18, 2016

Subject: Vehicle Allowance for Drivers and Helpers

All heavy/medium vehicle Drivers of Kazi Farms will receive:

Tk. 1 per km or minimum Tk. 50, whichever is higher.

All Helpers will receive:

Tk. 0.85 per km or minimum Tk. 40, whichever is higher.

Effective Date: April 16, 2016

Notes:

Minimum amount (Drivers Tk. 50 / Helpers Tk. 40) is applicable once per day, irrespective of the number of trips made.

All concerned employees are instructed to adhere to this instruction.

Chief Executive Officer – Poultry and Feed
Kazi Farms

Copy to:

All concerned employees

Office copy

Corporate Centre:

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