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## Relocation Expense

M, Thara

Sent: 01 July 2019 14:51

To: Prakash, Shiv

Cc: Y, Kiran T

Dear Member,

The below mentioned Amount is approved with regards to your relocation expenses.

Type of Expense	Amount	Remarks
Bus/Train/Air Ticket with BP/TC	6,730	As per the Bills submitted
<b>Total Amount</b>	<b>6,730</b>	

You need to upload the documents in the Expense Report under PSA Finance 9.2 along with my approval for your RM approval.

Post his approval, you have to take print out of that page and attach all the original bills along with my approval and drop it in the Finance Drop Box at your location.

Below are the new expense types as per PSA 9.2 to be used

### Expense types- Other Member Expenses ( For Goods & Vehicle Transfers )

**Meals** ( Food expenses as per **Printed** bills)

**Taxi Train Bus – more 50 KM** ( Train or Bus )

**Taxi Train Bus – 50 KM** ( Cab Expenses with in City )

**Airfare** ( Air Travel )

However, the payment is subject to Finance Department's review of bills and processing. If any queries / additional approval required, they will contact you.

Thanks & Regards,

**Thara M**

**Human Resources –Talent Acquisition**

**CGI** India Global Delivery Center

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Electronic City Phase 1 (west), Bangalore, India 560100

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**Refer Another You (RAY)** and earn referral bonus.

If you need a status on your referral or have any other query mail to [AskMemberReferrals.ind@cgi.com](mailto:AskMemberReferrals.ind@cgi.com) and receive feedback within 24 hrs.

Check the weekly "Refer Another You" in CynerGI portal > Human Resources > Recruitment > Member Referral and upload the resume on the [CGI career site](#).

Guide on how to upload profiles on the CGI career website.RAY Guide > Click here ([GroupInfra link](#)) ([CGINet link](#))

For more on the Member Referral Policy, click here ([CGINet](#)), ([GroupInfra](#))

You can also post jobs directly to your social media      from the Career Page à Apply job section.

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