

**INDIAN FARMERS FERTILISER COOPERATIVE LIMITED**

Paradeep Unit  
(P&A Department)

No. PDP/P&A/Livery/2023

January 02, 2023

**C I R C U L A R**

**Subject: Reimbursement of the cost of 3 (Three) pairs of Summer Uniform and stitching charges for the block period from 01.01.2023 to 31.12.2023**

Vide Head Office IOC No.HO/Admn.Liveries/2021 dated 11.01.2021, all permanent employees and IFFCO Trainees are eligible for reimbursement of Cost of three pairs of Summer uniform and stitching charges of ₹5,500/- for the block period from 01.01.2023 to 31.12.2023. The employee who were absent/ on leave without pay (inclusive of weekly off and holidays) for more than 1/3<sup>rd</sup> of the block period will be eligible for reimbursement of livery amount in reduced manner as applicable on new joining.

In this connection, only eligible permanent employees / Iffco trainees may submit their claim duly supported with scanned copy of Cash Memo through **EIS->Workflow Application->Livery in EIS** by 15<sup>th</sup> January , 2023.

Cooperation from all is solicited.

*K Mohan Rao*  
02/01/2023

K Mohan Rao  
Jt. General Manager (P&A)

**Distribution:**

Unit Head,  
SGMs/GM/JGMs/DGMs  
HODs/SHs  
President & Gen. Secretary: IEU/IOA  
All Notice Board.