

## Indian Farmers Fertiliser Cooperative Limited

Paradeep Unit

### CIRCULAR

PDP/Pers/Liveries/2019

08.04.2019

**Sub: Distribution of Safety Shoes & Socks for the block Jul-Dec 18, Reimbursement of Safety Shoes for the block Jan-Dec 19 & reimbursement of Stitching charges for the block period Jan –Dec 19.**

1. Safety Shoes & socks for the block period Jul to December 2018 will be issued from 10.04.2019 onwards as per schedule given below at Plant Guest House:

<u>Date</u>	<u>Time</u>
10.04.2019	09:00 am - 11:30 am and 01:30 pm - 04:30 pm
11.04.2019	09:00 am - 11:30 am and 01:30 pm - 04:30 pm
12.04.2019	09:00 am - 11:30 am and 01:30 pm - 04:30 pm
13.04.2019	09:00 am - 11:30 am and 01:30 pm - 04:30 pm

2. Safety shoes & socks for the block period January to December 2019 shall be reimbursed to all eligible employees. Employees are advised to apply reimbursement through workflow application after 16.04.2019. Maximum entitlement is Rs. 3000/- for purchase of one/two pair of shoes/sandals & Rs 350/- for four pair of socks.
3. Stitching Charges for the block period January to December 2019 shall be reimbursed to all eligible employees. Employees are advised to apply reimbursement through workflow application after 16.04.2019. Maximum entitlement is Rs. 1560/- for stitching charges of 3 pair.

Your cooperation in this regard is solicited.

*A K Mall*  
08/4/19  
A K Mall  
DGM (P&A)

CC:  
SGM, Paradeep Unit  
IEU/IOA, President/Gen. Secretary  
Notice Boards