

**CONVEYANCE POLICY**

Based on the current petrol price of Rs.57/83 per liter. Company has reviewed the fuel cost & Maintenance cost of personal vehicle of all employees, being used for company affairs & has decided to refix the reimbursement rates as given below w.e.f. 01.02.2016. The anticipation cost of petrol Rs. 59.15 / . Per liter has been considered while revising the reimbursement rate.

**Date of Effectiveness: 19.0.2015**

| <b>Sr. No.</b> | <b>Type of Vehicle</b> | <b>Rate in Rs/KM</b> |
|----------------|------------------------|----------------------|
| <b>1</b>       | <b>Car</b>             | <b>5.00</b>          |
| <b>2</b>       | <b>Bike / Scooter</b>  | <b>2.20</b>          |

Authorized Signatory:

CEO