

Internal memo No. 901/51(a) – Admin. Division
18.05.2018

Date:

Sub: Policy for four wheeler training and application for driver's license subsidy/grant.

Rs. 7,500/- loan shall be given to selected employees for learning how to drive cars and delivery vans including application for driver's license as given below. The Loan shall be converted into a grant at the end of training course and one year satisfactory service in the company from date of loan.

Fees may vary and therefore grant amount shall be capped to Rs. 2,750/- subject to submission of proof of payment and drivers license copy. Grant cannot be given to those who already availed four wheeler drivers license.

S. No	Course	Fees	Subsidy / Grant	Subsidy amount in Rs.
1.	Fees for training to learn driving of car/van	Rs.4,000/-	50%	Rs.2,000/-
2.	Fees for Drivers License	Rs.3,000/-	25%	Rs. 750/-

Application for grant must be made before joining the driving school. Right of approval shall be solely at the discretion of the management.

Managing Director