

- **Reimbursement of Travel Expenses**

You will be reimbursed 'one way travel expenses' for yourself and your family (wife/husband, 2 children or parents) while shifting from one location to another. The mode of travel shall be as per your applicable limits. In addition, you will be entitled to claim 1.5 times of your daily allowance to cover your lodging and boarding expenses for you and your family up to a maximum of 7 days subject to actuals. If lodging & boarding is taken care of by the company for these 7 days, you cannot claim daily allowance