

भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

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Ref: Mktg./ZD/3/2013

16.01.2013

All Zonal Managers and Sr./Divisional Managers(I/C)

Re: Revision of Daily Allowance to Agents while on tour in India

The rates of Daily Allowance to Agents were revised vide C.O. Circular Ref: Mktg./ZD/47/2004 dated 06.10.2004.


Now the matter has been further reviewed and it has been decided to revise the rates of Daily Allowance payable to Agents to undertake tour for official purpose within India. As one more club namely Corporate Club has been introduced as the prime club for agents, it has been decided to place the Corporate Club and Chairman's Club Member Agents in the first category and Zonal Manager's Club Agents to next category thereafter and others to follow as earlier. The following rates depending upon the club membership and the classification of cities as shown hereunder have been approved:

Category of Club Member Agent	'A' Class City (Rs.)	'B' Class City (Rs.)	'C' Class City (Rs.)
Corporate Club & Chairman's Club	800	700	600
Zonal Manager's Club	700	600	500
Divisional Manager's Club	500	375	300
Branch Manager's Club	375	275	225
Other Agents	325	225	175

1. The revised rates of Daily Allowance shall come into effect from the date of this circular.
2. The Members of the various Clubs as also other agents who are paid lump sum amounts towards 'Out-of-pocket' expenses for Club Conventions, training, various developmental meets or any other occasion at the rate approved from time to time, no separate daily allowance shall be admissible.

There is no change in the Classification of cities, applicability of Daily Allowance and method of calculation of daily allowance.

You are requested to bring this to the notice of all the offices under your control.


Executive Director (Mktg./PD)