

PRIVATE SECONDARY EDUCATION AUTHORITY

Option Form for Monthly Car Allowance in Lieu of Duty Free Car

The Director
PSEA

Part A (to be filled by the employee)

1. Mr/Mrs/Miss*

(full name and Maiden Name where applicable in block letters)

holding the post of

at the

(Name of School)

And drawing a monthly basic salary of Rs....., am eligible to purchase a motor car of up to four (4) years old with **70%/100%*** duty remission.

2. I have opted for the revised salaries and terms and conditions of service recommended in the PRB Report 2016.

3. (a)* I have never benefitted from duty remission on the purchase of a motor car

(b)* I last benefitted from duty remission on the purchase of a car of **1,400 cc/1,500**

cc/1,600 cc/1,850 cc on

(Date)

4. I hereby opt for the monthly car allowance of Rs..... in line with recommendation made at Paragraph 18.2.16(3), 18.2.20 (ii) of PRB Report 2016.

5. I am aware that I would be allowed to take advance of duty remission only after a period of six months as from the date I am exercising the option for the car allowance.

6. I understand that if I have to perform field duties, I will have to make my own arrangements for travelling.

Signature of Applicant: Date:

Signature of Manager: Date:

*** Please delete as appropriate**

