



w.e.f.: 01.11.2021

## **Kanyadan Policy (For Non-Teaching Staff Only)**

**Aim:** The policy aims to grant a financial support or a token of gift to the non-teaching staff on the auspicious occasion of the marriage of their daughters.

**Eligibility:**(a) The policy covers the non- teaching staff of ABESEC.

(b) Applicant must have completed 2 years of continuous service with ABESEC.

(c) Applicant must not be on the notice period of service at the time of application and claim.

(d) The benefit can be availed for "maximum upto 2 daughters" in the entire service of an applicant.

**Financial Assistance:** A Sum of Rs.21000/- will be granted as financial support or a token of gift in the favor of the parent (applicant) on the occasion of the marriage of his/ her daughter.

**Date of Effect:** The policy will be effective from 01.11.2021.

**Period of Application:** The applicant must apply 15 days before the date of marriage. No application will be entertained after the date of marriage.

**Exception:** In case, the employees are husband & wife, either (not both) of two can apply for the benefits mentioned in the policy. However, the limit of "maximum 2" will be applicable on the sum total of benefits availed by husband and wife.

### **Documents Required:**

1. Duly filled Application form
2. Any Government ID of daughter mentioning ABESEC employee's (applicant) name on it.
3. The Marriage Card.