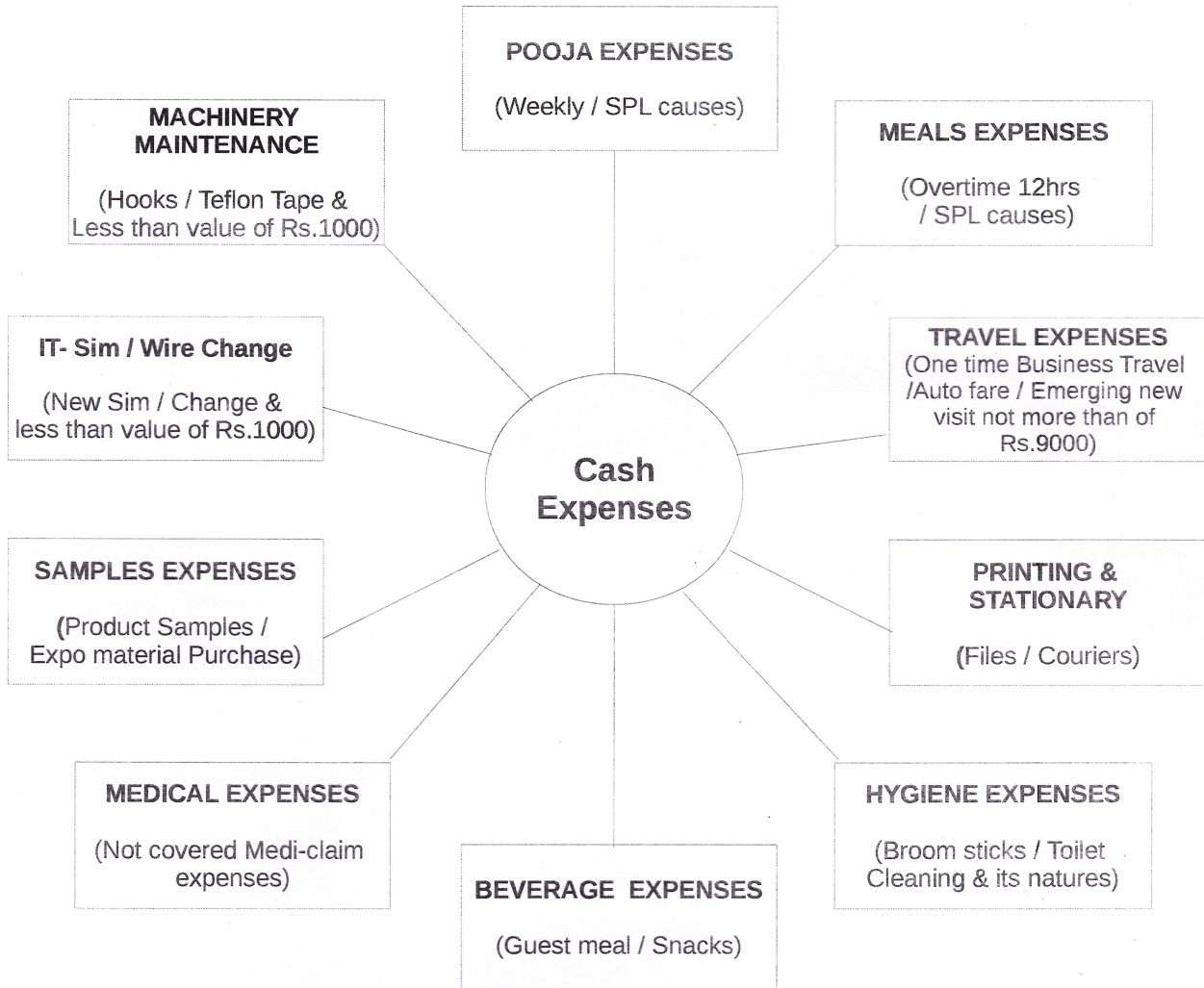


NAGA LIMITED CONSUMER VERTICAL



PROCEDURE OF CASH EXPENSES PROCESS

NLCV
Ver 1
Department – Accounts
Implement Date *09/08/18*



Note :

- 1) No personal Advance / Loan to employee / Vendors / Customers as cash.
- 2) Rs.25000 / Per month is Limit for each units respectively.
- 3) Cash expenses should not exceed Rs.9500 per day of one nature.
(i.e Travel Expenses should not exceed Rs.10000 subject to any no of employee travel advance on single day)

[Signature]
Prepared by

[Signature]
T. Suresh Kannan
Verified by

[Signature]
Approved by