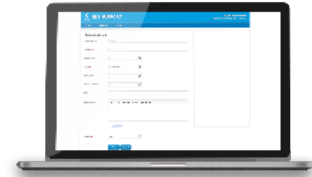


# WCLC - FAQ

## WCLC - FAQ

URL: <https://wclc.syensqo.com>



### Frequently Asked Questions



All Singapore based full time employees on local agreements who need to travel on approved business trips, on a periodic basis. This excludes employees on expatriate short term or long term assignment in Singapore.

Up to \$600 for 3 years. Start date will commence from the date of the first reimbursement.

[one.solvay.com](http://one.solvay.com)

Every 3 years, capped \$600 and based on 1st claim date.

Eg. 1st claim on Nov 2012 to Oct 2015, capped at \$600.

Next claim will start on Nov 2015.

Please submit the claim via Concur under Travel & Expenses and attach together with the validated email for your Manager's approval. Employees may purchase the necessary clothing that are needed for their business trips to temperate countries which has winter/ cold weather conditions (as a guide, average temperature of 15 degrees Celsius or below). Employees may purchase the clothing before or during the business trip.

Yes, you are eligible if you have approved business trips.

Yes, the luggage claim can be for business trip (as approved) to any country, not only for low temperature countries.

No, CPF contribution is not payable.

The general rule is that as long as within the amount and duration of the benefit + it's on approved business trips.

The account is linked to your Solvay account, please sign in with your Solvay account credentials.

Please submit a support ticket via Freshdesk.

Please contact Ms Karen Chua at 6394 3268 or email us at [karen.chua@solvay.com](mailto:karen.chua@solvay.com) if you need any assistance on the submission.

### Disclaimer



For approved business travels and/or to temperate countries during the cold season, eligible employees may claim for Winter Clothing / Luggage expenses of up to S\$600 once every three years.

**Benefit amount & duration**

Up to \$600 for 3 years

Start date will commence from the date of the first reimbursement

**Who will be eligible ?**

All Singapore based full time employees on local agreements who need to travel on approved business trips, on a periodic basis. This excludes employees on expatriate short term or long term assignment in Singapore.

**When can employees purchase and claim ?**

Employees may purchase the necessary clothings that are needed for their business trips to temperate countries which has winter / cold weather conditions ( as a guide, average temperature of 15 degrees celsius or below ). Employees may purchase the clothings before or during the business trip.

**Winter / Cold Weather clothing**

Winter coats or jackets, sweaters, thermal pants, thermal innerwear, scarves, winter hats and gloves .

Exclusions : Footwear such as socks, shoes and boots

**Luggage**

Any travel luggage ranging from cabin size or larger.

Exclusions : Carry on bags / laptop bags, backpacks, sports bags.

Employees may make the purchase before the business trip.