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| 1. Benefits   2.5. Female Pick & Drop Policy | |
| Owner | Real Estate & Administration |
| Approved By | CPO, CFO, CEO |
| Version 1.0 | 01/04/2017 |
| Version 2.0 | 01/06/2022 |

**2.5. Female Pick & Drop Policy**

**Features**

***2.5.1. Pick & Drop Rates & Timings***

* + - 1. You can avail the company provided transport facility on standard subsidized rates to and from office locations.
      2. This facility is available as per the standard working hours, 09:00 AM to 06:00 PM (Monday - Friday).
      3. You can get in touch with People Experience Team to avail this facility.

**Useful Notes**

* + 1. The employee contribution for the facility is deducted directly through monthly payroll.
    2. Pick and drop facility is subject to availability of the transport route for any particular location.
    3. The transport route is defined keeping in mind the facilitation of employees. The route will be shuffled and redefined to allow convenience for all wherever possible.
    4. Female employees working on contractual arrangement in Jazz premises (only Jazz or third-party contracts, excluding staff working on short-term projects or service contracts) can also avail this facility with similar terms and conditions applicable