

1. Organization & Workplace	
1.5. Cafeteria Policy	
Owner	Real Estate & Administration
Approved By	CPO, CFO, CEO
Version 1.0	01/06/2017
Version 2.0	01/06/2018

1.5. Cafeteria Policy

Features

1.5.1. Meal Details

- 1.5.1.1. You can avail lunch at the Jazz Cafeteria or Jazz Lounge premises.
- 1.5.1.2. Subsidy is available on lunch menu only as per rates presented in Annexure.
- 1.5.1.3. The daily lunch menu is defined and available on People Hub.

Useful Notes

- 1.5.2. Meal charges, as per usage, are adjusted through the monthly payroll for employees and stipend for interns. Subsidies where applicable are mentioned in Annexure.
- 1.5.3. Second meal and guest meals would be charged at full rate.
- 1.5.4. In case you are required to work on gazetted holidays or during Ramadan meal times (Sehri and/or Iftar), you can avail the meal option by informing the Admin team beforehand.
- 1.5.5. For employees with disabilities, the Cafeteria Team will serve lunch at designated areas to ensure convenience.
- 1.5.6. Meal Subsidy (where applicable) can be availed once a day only, irrespective of the café or city.

