

2. Benefits	
2.16 Role Based Entitlements Policy	
Owner	People & Organization
Approved By	CPO, CFO, CEO
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2.16 Role Based Entitlements Policy

Purpose

Jazz enables its people to perform their Jobs by equipping them with the required facilities. Under this policy, all field base roles are provided with car maintenance allowance (CMA) and Fuel to accomplish their business targets within their assigned territories.

Field Base Roles

Any role where majority of working time during the day is spent on field for business purpose.

Application

All Jazz employees on field roles (as mentioned in annexure A) that require CMA and Fuel support on a daily basis to achieve performance KPIs.

Entitlements

Eligible roles and their respective entitlement are shared in annexure A.

Features

- Your CMA and fuel eligibility is subject to business requirements and can change or cease as the requirements evolve.
- At any point in time, your monthly fuel entitlement will be higher of the two limits i.e. role based and grade-based fuel limit.
- Your CMA and fuel is meant for addressing your travel needs within your allocated territories; for other business travel needs you can follow the regular travel process.
- This policy does not apply to technology staff, they will be facilitated through 228 service.
- Changes in annexure with respect to eligible field-based roles can be updated based on alignment of respective HOD, HRBP and Rewards Team.
- Specific roles can be assigned with the benefit supported by a business rationale and duly aligned from the respective CXO, HOD, HRBP and Rewards Team.
- CMA is not applicable to L3 and above job grades.
- **Hardship Allowance** is provided for specific roles deployed in remote areas (details in Annexure B).

Annexure A | CMA/Fuel Entitlement

Commercial

Department	Job Title	Grades	Entitlement (monthly)
Regional Sales	Regional Sales Head	L4	Fuel: 300ltrs Driver: PKR 20,000
	Area Manager	L2 & L3	CMA: PKR 25,000 Fuel: 200ltrs
	Territory Sales Supervisor	L1	CMA: PKR 15,000 Fuel: 100ltrs
	Franchise Services Executive	L1 & L2	CMA: PKR 15,000 Fuel: 150ltrs
Regional Sales / Channel Planning	Trade Marketing Officer / Executive		
Credit & Collection	Regional Supervisor Credit & Collection		CMA: PKR 5,000 Fuel: 150ltrs

Jazz Business

Department	Job Title	Grades	Entitlement (monthly)
B2B Sales	Head of B2G/LA/SME	L4	Fuel: 300ltrs Driver: PKR 20,000
B2G	Business Development Manager	L3	Fuel: 200ltrs
Corporate Solutions	Manager Corporate Solutions		
Enterprise Sales	Manager Enterprise Sales		
B2B Marketing – M2M	Manager M2M Solutions		
B2B Marketing – MFS & Agri	Manager MFS & Agri	L1 & L2	CMA: PKR 25,000 Fuel: 200ltrs
B2G	Business Development Manager / Team Lead		
Corporate Solutions	Key Account Manager / Business Consultants Manager Corporate Solutions		
Enterprise Sales	CAM / Business Consultants Manager Enterprise Sales		
B2B Marketing – M2M	KAM – M2M / Business Consultants		
B2B Marketing – MFS & Agri	Business Development Manager		
B2B Operations	Collection Executives / Supervisors		CMA: PKR 5,000 Fuel: 150ltrs

Digital Financial Services

Department	Job Title	Grades	Entitlement (monthly)
DFS Channels – Alternative Distribution Channel	Regional Head of Alternative Distribution Channel	L4	Fuel: 300ltrs
		L3	Fuel: 200ltrs
	Business Development Experts	L1 & L2	CMA: PKR 25,000 Fuel: 200ltrs
DFS Channels – SME	Head of SME Business	L3	Fuel: 200ltrs
	Expert SME Business	L1 & L2	CMA: PKR 25,000 Fuel: 200ltrs
DFS Channels – Trade Marketing	Trade Marketing Officer / Executives	L1 & L2	CMA: PKR 15,000 Fuel: 100ltrs
Strategic Partnerships	Head of Public / Private Partnerships	L4	Fuel: 300ltrs
	Manager Public / Private Partnerships	L3	Fuel 200ltrs
	Business Development Roles Specialist / Expert Partnership Lifecycle Management (North / Central / South)	L1 / L2	CMA: PKR 25,000 Fuel: 200ltrs

Legal

Department	Job Title	Grade	Location	Entitlement (monthly)
Litigation	Sr. Legal Counsel (South)	L3	Karachi	Fuel: 200ltrs

C&RA

Department	Job Title	Grade	Location	Entitlement (monthly)
Corporate Affairs	Specialist / Expert Corporate Affairs	L1/L2	Islamabad	Fuel: 175/200ltrs

P&O

Department	Job Title	Grade	Location	Entitlement (monthly)
Administration & Real Estate	Executive Facilities Management (Power/Genset)	L1	Islamabad	Fuel: 150ltrs

Annexure B | Hardship Allowance Entitlement

Location	Role	Entitlement (monthly)
Quetta Gwadar Gilgit	Regional Sales Head	PKR 50,000
	Area Sales Manager	PKR 25,000
	Zonal Manager	

The Company, reserves the right to change the said applicable policy (ies), rules and regulations at its entire discretion, without advance notice, in which case your employment shall be governed by such revised rules and regulations

DI Khan Zhob	MBU Lead	
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