



## COMMUTE@IBM DECLARATION

IBM India Ltd, Subramanya Arcade, No. 12,

Bannerghatta Road, Bangalore 560 029

Women Safe Transportation Declaration Form.

Dear Sir/Madam,

I am aware that I may avail of free company-provided transport\*\* and security facilities for travel between my work-place and residence, if I am required to work from office between 7:00 PM and 7:00 AM (For All locations - 7:00 PM to 7:00 AM, NCR only during winter [Oct-Feb] - 6:00 PM to 8:00 AM) for any reasons whatsoever.

I understand that I may avail of this facility as per the process notified to me by management. I understand that I may reach out to my manager or HR partner at any time if I have any clarifications on this process.

However, for personal reasons, and on my own volition, I hereby declare that I will not avail company provided transport due to the following reason(S): (State the reason for not availing transport, along with details on alternative travel arrangements – Vehicle number that you will be using, phone number of relative who may be picking you up, etc. Please, state whether this is an ongoing arrangement, or if this is only for specific dates)

I understand and acknowledge that I will be responsible for my safety and security once I leave the Company premises and while commuting to and from office. I am voluntarily making my own transport arrangements and I will be responsible for the consequences thereof. I understand and acknowledge that IBM India will have no liability whatsoever arising out of this and I waive any claims that I may have against IBM India in this respect.

I am aware that I may avail of the transport and security facility provided by IBM India during night window at any point of time, by suitably notifying the transport operations team of IBM India.

While we are signing the hardcopy we understand and accept that we need to update the same in tool (Commute@IBM : <https://prdpcrawest01.w3-969.ibm.com/tools/in/en/transport/> ) within 3 days of getting access to my emails and being assigned a laptop/desktop

Thanking you

Signature of Employee : \_\_\_\_\_

Employee Name : Shreya Sati

TalentID : 004XRU744

Date of joining : **This form is effective from the date you are onboarded**

Onboarding Location : Bangalore BCIT

Father's/Spouse Name : Devendra Sati

Note: \*\* Employee's transport policy is available on w3 and link shared below for ready reference:  
<https://w3.ibm.com/hr/web/in/erlr/esvc01-wtnw01/>

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