

Disability Policy

(As per the Rights of Persons with Disabilities Act, 2016)

• OBJECTIVE:

- This policy ensures equal opportunity, non-discrimination, and full participation of persons with disabilities in all aspects of the organisation's functioning, in line with the provisions of the *Rights of Persons with Disabilities Act, 2016*.

• Scope:

- All employees, trainees, interns, and applicants of the organisation.

• Key Principles:

- Respect for inherent dignity and individual autonomy.
- Non-discrimination based on disability.
- Accessibility in physical infrastructure, digital platforms, communication, and services.
- Equal opportunity in employment, training, promotion, and participation.
- Reasonable accommodation as required for persons with disabilities.

• Employment Practices:

- The organisation will not discriminate in recruitment, promotions, training, or service conditions.
- Job postings shall encourage applications from qualified persons with disabilities.
- Selection processes will be inclusive and accessible (e.g., alternative formats, assistive devices, interpreters if required).
- Reasonable accommodations such as modified workstations, flexible work arrangements, or assistive technologies will be provided.

• Grievance Redressal:

- A Liaison Officer/Grievance Redressal Officer will be appointed to handle matters related to disability rights. Complaints will be addressed promptly, confidentially, and in accordance with the Act.



- **Awareness & Sensitisation:**

- Regular awareness and training programmes will be organised for employees on disability inclusion, workplace etiquette, and use of assistive technologies.

- **Review & Monitoring:**

- The policy will be reviewed periodically to ensure compliance with the RPwD Act, 2016, rules, and government notifications.

- **Reporting & Grievance Redressal:**

- Any person who feels they have been discriminated against may report it to the Sunil Patharkar, Sr. Employee Relation Manager. All complaints will be investigated confidentially, and appropriate action will be taken.


Abhijit Page
Chief Executive Officer



Effective Date : 30th August'2023

Next Review Date : 29th August'2026