



BHARAT DYNAMICS LIMITED

EQUAL OPPORTUNITY POLICY UNDER THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016

1. Preamble

The Government has enacted “The Rights of Persons with Disabilities (RPWD) Act, 2016” from 19th April 2017 and notified “The Rights of Persons with Disabilities Rules, 2017” on 15th June 2017. Section 21 of the RPWD Act 2016 has provided that every Establishment shall notify Equal Opportunity Policy, in the manner as may be prescribed by the Central Government. Rule 8 of the Rights of Persons with Disabilities Rules, 2017 has specified the manner of publication of Equal Opportunity Policy for Persons with Disabilities (PWDs). In compliance to the above instructions, the Equal Opportunity Policy for Bharat Dynamics Limited (BDL) has been formulated.

2. Scope

The Policy covers all Persons with Disabilities viz., employees, trainees and personnel engaged as Temporary, Tenure / Contract basis, Project Officers/Assistants etc.

3. Equal Opportunity Policy

3.1 Facility and Amenity to the PWDs

- The Company shall provide necessary facilities and amenities to the PWDs to discharge the duties effectively.
- The Company shall strive to maintain the standards relating to physical environment and Information & Communication Technology that adheres to the Accessibility of PWDs as prescribed by the Government, from time to time. Accordingly, Divisions/ Offices are entrusted the responsibility to conduct Accessibility Audit and make the built up environment accessible to PWDs.

3.2 Identification of Posts suitable for PWDs

The type of jobs which could be easily performed by PWDs in Group B, C & D shall be identified. If the concerned PWD Executive could perform all the jobs as Executive without disability or could perform several types of jobs efficiently, they shall not be restricted to certain types of jobs only.

3.3 Manner of Selection of PWDs for various Posts

- 3.3.1 The vacancies earmarked for Direct Recruitment of employees shall be notified as per the rules of the Company.

3.3.2 If the vacancies reserved for Persons with Disability in non-executive cadre could not be filled from among the candidates sponsored by the notified agencies or could not sponsor any candidates within the stipulated time, these vacancies shall be notified to the following agencies: -

- i. Special Employment Exchanges in the State,
- ii. All India Federation of Blind,

3.3.3 The selection process for recruitment in Non-Executive cadre comprises of a combination of Written Test, Practical Test & Interview depending on the induction level. The selection process for recruitment of Executives at Grade – II & above is by interview.

3.3.4 The Recruitment and selection process including reservation, relaxation and concessions for PWDs shall be in accordance with the instructions issued in this regard from time to time by the Government/Department of Public Enterprises and shall be notified vide Recruitment Rules of the Company.

3.4 Post Recruitment and Pre-Promotion Training:

3.4.1 The Company shall impart structured post recruitment Induction to all employees including PWDs.

3.4.2 The Company shall impart Skill Development Programs taking into consideration their Training needs or the needs of the Section/Department/Project on which the employees are working or deployed, based on the gaps in the skill sets to be possessed vis-a-vis required skill sets.

3.5 Preference in Transfer and Posting

Preference shall be given to PWD employees at the time of Rotational transfer/ Promotional transfer subject to organizational requirement.

3.6 Preference in allotment of Company Quarters

Preference shall be given to PWD employees in allotment of ground floor quarters, subject to availability.

3.7 Provisions of Assistive Devices and other benefits

Financial assistance shall be provided for artificial limbs, hearing aids and any other appliances as per specialist advice as per rules of the Company.

The Company shall provide additional Transport allowance to PWDs as per Government guidelines.

3.8 Barrier free Accessibility

3.8.1 Customized Transport arrangements facility shall be provided to PWD employees for commuting to their work places.

3.8.2 Ramps shall be provided at Bus Bay for easy access to the buses.

3.8.3 The Company shall provide Ramps and Railings as far as possible at all the Buildings/Work places for easy accessibility for PWDs for their movements.

4. Liaison Officer for PWDs

A senior Officer shall be nominated as Liaison Officer for the matters relating to reservation of PWDs as given in the presidential Directives.

5. Nodal Officer for PWDs

A Senior Officer from Civil Engineering Department shall be nominated as Nodal Officer under “Accessible India Campaign” to ensure compliance of the guidelines on the subject.

A Senior Officer from IT Department shall be nominated as Nodal Officer for “Accessible India Campaign –Information and Communication Technology (ICT) accessibility” to ensure implementation of the guidelines on ICT accessibility to PWDs.

6. Grievance Redressal Officer for PWDs

Grievance Redressal procedure notified for regular employees shall be applicable to PWD employees also. Grievances of PWD shall be filed with Grievance Redressal cell of the respective Unit/Office and shall be acted on priority as per timelines notified.

The Liaison Officer appointed shall look after reservation matters and shall also look after the issues relating to providing amenities for PWDs.

7. Special Casual Leave

Disabled ex-servicemen who have been provided with artificial limbs as a result of injuries sustained while in active service and are required to report to Artificial limbs center when their artificial limbs require replacement/ treatment shall be granted special casual leave of 15 days or the actual time spent including transit period, whichever is less. Grant of special casual leave is subject to production of detention certificate from the concerned from the concerned hospital authorities.

Special casual leave of 4 days in a calendar year shall be granted to PWD employees for specific requirement relating to disabilities of the employee.

Special casual leave shall also be granted for attending sports meet of PWD employees at State/ National Level.

8. General

Notwithstanding anything contained in this policy, the Company shall ensure compliance with any additional requirements as may be prescribed under any laws/regulations either existing or arising out of any amendments to such laws/regulations or otherwise and applicable to the Company, from time to time.

The Chairman & Managing Director is authorized to amend or modify this policy subject to any requirements under any laws/regulations or otherwise and applicable to the Company, from time to time
