

HINDUSTAN AERONAUTICS LIMITED
CORPORATE OFFICE :: BANGALORE

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

1. Background

- 1.1. 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 Hindustan Aeronautics Limited (HAL) has been formulated.

2. Scope

- 2.1 The Policy covers all Persons with Disabilities viz., job applicants, employees, trainees and personnel engaged on Tenure / Contract basis.

3. Equal Opportunity Policy

3.1. Facility and Amenity to the PWDs

- 3.1.1. The Company shall provide necessary facilities and amenities to the PWDs to discharge the duties effectively.
- 3.1.2. 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

- 3.2.1. The Posts suitable for employment of PWDs in HAL are notified in the Company vide Circular No. HAL/HR/ 37(1)/2020 dated 18.03.2020.

3.3. Manner of Selection of PWDs for various Posts

- 3.3.1. Vacancies in Group 'A' and 'B' shall continue to be advertised in the New Papers on All India / Regional basis and hosted in Company's website (www.hal-india.co.in). Vacancies in Group 'C' (including engagement of Tenure-based Personnel) shall continue to be advertised in the Local / Regional News Papers and Company's website in addition to notifying the Vacancies to Employment Exchanges.
- 3.3.2. Reservation, relaxation and concessions shall be provided to Persons with Benchmark Disabilities, as per Government Directives.
- 3.3.3. The suitability for appointment, in relation to the disability, will be decided on the basis of reports of the Medical Board attached to the Special Employment Exchanges for physically disabled, as per the Company Rules. PWD candidates will be subjected to pre-employment medical examination with regard to other medical parameters, as per Company's standards.
- 3.3.4. Reservation Rosters for Persons with Benchmark Disabilities shall be maintained by the Divisions / Offices, in conformity with the Government Directives.

3.4. Post Recruitment and Pre-Promotion Training

- 3.4.1. The Company shall impart structured induction training programme to newly inducted employees including PWDs. Job specific Post Recruitment Training programme is an integral part of the Training cycle for the employees on a periodic basis including employees with disabilities.
- 3.4.2. The Company shall impart Skill Development Programs taking into consideration their Training needs or the needs of the Projects on which the employees are working or deployed, based on the gaps in the skill sets to be possessed vis-à-vis required skill sets.

3.5. Preference in Transfer and Posting

- 3.5.1. Preference in place of posting at the time of transfer / promotion shall be given to the employees with disabilities, subject to the administrative constraints.

3.6. Preference in allotment of Company Quarters

- 3.6.1. Employees with Disabilities shall be given preference for allotting them accessible accommodation in Company Quarters. They are to be provided with Company Quarters in Ground Floor, on priority, subject to availability.

3.7. Provisions of Assistive Devices and other benefits

- 3.7.1. The Company shall provide the additional Transport Allowance to Blind, Orthopedically disabled and Deaf & Dumb Workmen at the rate of Rs. 1860/- per month, as per applicable Government Guidelines.
- 3.7.2. The Company shall provide the Special Allowance to Blind and Orthopedically disabled Workmen at the rate of Rs. 800/- per month.
- 3.7.3. The Company shall grant advance for purchase of Motorized Wheel-Chair / Tricycle in respect of Orthopedically disabled Workmen, as per the Rules in vogue.
- 3.7.4. The Company shall extend the financial assistance for purchase of Hearing Aids / Orthopedic Equipments & Implants in respect of employees with disabilities, as per Company Rules.

3.8. Barrier free Accessibility

- 3.8.1. The Company shall strive to provide appropriate barrier free and conducive environment to employees with disabilities.
- 3.8.2. The Company shall provide special permission to the employees with disabilities to come to their work spot inside Factory premises in Motorized Transport.

4. Liaison Officer for PWDs

- 4.1. The Company shall appoint a Liaison Officer for PWDs in every Division / Office, to ensure effective implementation of reservation matters pertaining to PWDs.

4.2. The details of Chief Liaison Officer for PWDs in HAL are as follows:

Shri D. Deepak
Executive Director (HR)
Hindustan Aeronautics Limited
Corporate Office
15/1, Cubbon Road
Bangalore – 560 001
Phone No. 080 - 2232 0360
E-Mail ID: d.deepak@hal-india.co.in

5. Grievance Redressal Officer for PWDs

5.1. The Company shall appoint a Grievance Redressal Officer for PWDs in every Division / Office. Any person aggrieved with any matter relating to discrimination in employment against any PWD may file a complaint with the Grievance Redressal Officer of the respective Division / Office. Grievance Redressal Officer shall inquire the complaint and take necessary action. Grievance Redressal Officer shall maintain a register of complaints of PWDs.

5.2. The details of Chief Grievance Redressal Officer for PWDs in HAL are as follows:

Shri Ch. Venkateshwara Rao
General Manager (HR - CSR & FM)
Hindustan Aeronautics Limited
Corporate Office
15/1, Cubbon Road
Bangalore – 560 001
Phone No. 080 – 2232 0359
E-Mail ID: venkateswara.rao@hal-india.co.in
