



Himachal Pradesh Power Corporation Limited
(A State Govt. Undertaking)

Himfed Building, BCS, New Shimla, Shimla-171009.
Phone: 0177-2670633, Fax No.: 0177-2671589
CIN:U40101HP2006SGC030591



Notification

The Management of HPPCL, in exercise of the powers conferred under Section 21 of **The Rights of Persons with Disabilities Act, 2016**, is pleased to notify Equal Opportunity Policy for Persons with Disabilities employees in respect of Himachal Pradesh Power Corporation Limited as per **Annexure "A"**, with immediate effect. The copy of the same is available on the official website of HPPCL.

Director (Personnel)

No. HPPCL/P&A/Policy/GoHP Instructions/2021- 5082-5108 Dated: 11/8/2021
Copy forwarded to the following for information and further necessary action please:-

1. ES to the Managing Director, HPPCL, Corporate Office, Shimla for kind information of Worthy Managing Director please.
2. The Director (Civil), HPPCL, Corporate Office, Shimla-9.
3. The Director (Electrical), HPPCL, Corporate Office, Shimla-9.
4. The Director (Finance), HPPCL, Corporate Office, Shimla-9.
5. The Joint Director, Empowerment of SC's, OBC's, Minorities and the Specially abled, Himachal Pradesh, Shimla -9, with reference to his office letter no. 4-1/2019(64)-SOM-WEL-(Equal Opportunity Policy) 8619-8639 dated 30.06.2021.
6. All the HoPs/HoDs in HPPCL.
7. The AGM (Finance)/DGM (Accounts)
- ✓ 8. The Sr. Manager (IT), HPPCL, Corporate Office, Shimla for uploading the notification in the Official Website of HPPCL.
9. The Manager (EE), Manager (S&W), Manager (Trg&IR), Manager (PR)
10. Notice Board.
11. Guard file.

Director (Personnel)



Himachal Pradesh Power Corporation Limited

(A State Government Undertaking)

Himfed Building, BCS, New Shimla-171009

Phone No. 0177-2670633, 2671831

CIN-U4010HP2006SGC030591

EQUAL OPPORTUNITY POLICY OF HPPCL

Background:-

The Government of India has enacted Rights of persons with benchmark Disability (RPwD) Act 2016. The Section 21(1) states that every Establishment shall notify "Equal Opportunity Policy" and also Section 21(2) of the Act, envisages that every establishment shall register a copy of the said policy with the State Commissioner for the Persons with Disability.

Objective :

This Policy aims to safeguard the equality of self-determination, dignity and inclusion of Persons with Benchmark Disability employees working in Himachal Pradesh Power Corporation Limited.

The objectives of this policy is to ensure that all the Persons with Benchmark Disability, Employees of Himachal Pradesh Power Corporation Limited are not only to improve the quality of life of person with benchmark disability, but also to promote and safeguard equality, self determination, dignity and social inclusion of persons with benchmark disability.

The Persons with Benchmark Disabilities include those who have long-term physical, mental, intellectual or sensory impairments and possesses certificate of disability issued by a competent authority under section 57 of the RPwD Act, 2016.

Applicability :

This Policy is applicable to the Employees having Benchmark Disability working in Himachal Pradesh Power Corporation Limited. This Policy is consonantly applied throughout the period of employment of the employee right from his recruitment till his/her employment in HPPCL.

Policy :

It is the policy of Himachal Pradesh Power Corporation Limited to provide equal employment opportunities, without any discrimination on the grounds of caste, colour, disability, marital status, nationality, race, religion, sexual orientation. Himachal Pradesh Power Corporation Limited, retrieve to maintain a work environment that is free from any harassment based on above considerations.

This Equal Opportunity Policy is subject to applicable regulations, qualifications and merit of the individual. This Policy will consistently be applied throughout the period of employment of the individual, right from the recruitment process till retirement from service.

Equal Opportunity and Non- Discrimination :

In accordance with the provisions of the Rights of Persons with Disabilities Act, 2016 and Rules, 2017, it is the policy of Himachal Pradesh Power Corporation Limited to ensure that the work environment is free from any discrimination against the Persons with Benchmark Disabilities. Further, the Himachal Pradesh Power Corporation Limited shall take all actions to ensure that a conducive environment is provided to persons with benchmark disabilities to perform their role and excel in the same. Himachal Pradesh Power Corporation Limited strives towards establishing systems and processes to ensure:

- a.) That appropriate facilities and amenities would also be provided to persons with disabilities to enable them to effectively discharge their duties in the establishment and no officer/official shall be deprived of his or her personal liberty on the ground of disability.
- b.) That provision shall be made for an accessible environment, accessible buildings and availability of assistive paraphernalia as required to enable the persons with benchmark disabilities to effectively discharge their duties in the establishment.
- c.) That a Grievance Redressal Mechanism for addressing the matters related to the employment of persons with benchmark disabilities is available. Manager (Training & IR) is the Grievance Redressal Officer which will look after all the grievances of the PwDs in Himachal Pradesh Power Corporation Limited and the same is accountable to Director (Personnel)
- d.) That the various HEP's/Offices sections in HPPCL shall ensure that if any grievance does arise & is brought up to the notice of Grievance Redressal Officer with respect to selection of Person(s) with Benchmark disabilities for any position, training, promotion, transfer posting, leave, assistive aid & preference in accommodation allocation etc. is dealt with in a fair and equitable manner free from any discrimination.
- e.) That no opportunities are denied to persons with disabilities merely on the ground of his disability.
- f.) No discrimination practices are to be engaged in the course of employment of persons with a benchmark disability, including recruitment and career advancement or not to dispense with or reduce in rank an employee who acquires a disability during his or her service. Provided that if an employee after

acquiring disability is not suitable for the post he was holding, shall be shifted to some other post with the same pay scale and service benefits. Provided further that if it is not possible to adjust the employee against any post, he may be kept on a supernumerary post until a suitable post is available or he attains the age of superannuation, whichever is earlier.

Identification of Posts for Reservation :

HPPCL shall identify the posts reserved for Persons with Benchmark Disabilities as per section 34(1) of the RPwD Act, 2016 that provides of 4% reservation to the Persons with Benchmark Disabilities. The information regarding identified posts and vacancies would be notified and uploaded on the website of HPPCL. The identified posts shall be filled up by HPPCL post approval of Management of HPPCL as per the directions issued by the State Govt. from time to time and the same shall also be furnished to the employment exchange.

Manner of Selection :

HPPCL adopts the selection policy of the State Government regarding filling up of posts reserved for the Persons with Disabilities.

Leave :

The Specially Abled employees of HPPCL shall be governed by the HPPCL Leave Rules.

Liaison Officer :

The Deputy Manager (Estate) of HPPCL shall be the Liaison officer to oversee the provision of required facilities/amenities and Deputy Manager (Recruitment) shall be the Liaison Officer to look after the process of recruitment of Persons with Benchmark Disabilities. Such Officer shall be accountable to Director (Personnel) directly.

Complaints/Grievance and their Disposal :

A register of complaints/grievances as per "Annexure A" shall be maintained in every office of HPPCL and a Grievance Redressal Officer i.e. Manager (Training & IR) has been appointed to hear the pleading/request/grievances of Persons with Disabilities working in HPPCL.

Responsibility :

HPPCL is responsible for utilization of up to date information regarding applicable laws and rules for Persons with Disabilities.

- a.) Director (Personnel) is responsible for utilization of up to date information regarding applicable laws and rules for Person with Disabilities.

- b.) HOP/HOD shall be responsible for giving effect to this policy at HEP/Office level.
- c.) Any employee who violates this policy shall be dealt in accordance with applicable rules and laws.

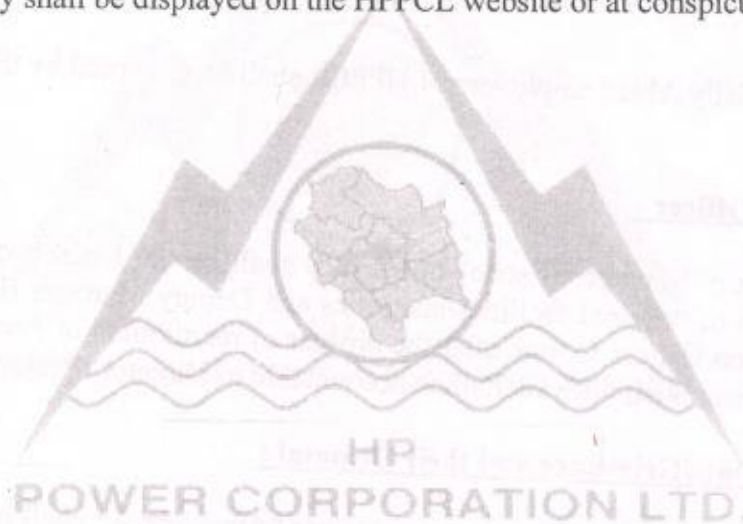
Communication of Policy :

This policy will be available to all employees via HPPCL website.

Maintenance of Record :

Records shall be maintained as per the provisions of laws and the rules there under, Recruitment Section shall maintain records in relation to the matter of employment, facility provided and other necessary information in compliance with the provisions of laws.

This policy shall be displayed on the HPPCL website or at conspicuous places.



Name :

Date :

Place :

Name of Office:-