



भारतसरकार
Government of India
केंद्रीय अनुसंधान संस्थान, कसौली
CENTRAL RESEARCH INSTITUTE, KASAU LI

**DIVYANGJAN EQUAL OPPORTUNITY POLICY OF THE INSTITUTE BASED
ON THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016**

1. Introduction

In pursuit of fostering a diverse and inclusive workplace, this policy document is established to support and promote the rights of employees with disabilities (hereinafter referred to as "PwD/Divyangjan") in alignment with the Rights of Persons with Disabilities Act, 2016. The commitment to inclusivity reflects our belief that every individual, regardless of their physical or mental abilities, possesses unique talents and perspectives that contribute to a vibrant workplace. This document outlines our guiding principles, objectives, and specific measures to uphold PwD/Divyangjan equality within the institute.

2. Objectives

- **Inclusivity:** To create an environment that embraces diversity and fosters inclusivity, where PwD/Divyangjan employees are treated with respect, dignity, accessibility and quality opportunity.
- **Compliance:** To ensure that the institute adheres to the provisions for reducing barriers to equal participation in the workplace and to provide equity between genders.
- **Support and Empowerment:** To provide the favourable environment in the work place to enhance their productivity and satisfaction while working within the organization.

3. Scope

This policy applies uniformly to all employees with disabilities, including permanent, temporary, contractual, and students/interns at the institute. It is also applicable to applicants with disabilities seeking employment within the organization, reinforcing our commitment to equitable hiring practices.

4. Definitions

- **Divyangjan/Person with disabilities:** Refers to individuals with disabilities as defined under the Rights of Persons with Disabilities Act, 2016. This includes a range of conditions such as physical, sensory, intellectual, and mental disabilities.
- **Disability:** A term encompassing physical or mental impairments that substantially limit one or more major life activities, significantly affecting the daily life and functioning of the individual.

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- **Barrier:** Any factor including communication, cultural, economic, environmental, institutional, political, social, attitudinal, structures which hamper the full and effective participation of persons with disability in the institute.
- **Discrimination:** Discrimination in relation to disability means any disfunction, exclusion, restriction on the basis of disability which is the prepose or effect of impairing or nullifying the recognition, enjoyment or exercise on an equal basis with others of all human rights and fundamental freedom in the political, economic, social, cultural, civil or any other field and include all forms of discrimination and denial of accommodation.

5. Equal Opportunity Employment

- The institute aims to provide equal opportunities in recruitment, hiring, promotions, and training for all employees, including PwD/Divyangjan individuals. Discriminatory practices based on disability will not be tolerated.
- **Job Descriptions:** All job roles will include clear descriptions of required tasks with a focus on abilities rather than disabilities. Any essential functions will be defined, with a commitment to accommodating the capabilities of PwD/Divyangjan employees. The institute will provide barrier-free conducive environment in the workplace.
- **Reasonable Accommodation:** The institute will provide necessary accommodations, which may include modified workstations, flexible working hours during any natural calamities/ disaster, and assistive technologies. Requests for accommodations will be addressed promptly and fairly as per existing house allotment rule.

6. Accessibility

- The institute will take proactive measures to ensure compliance with guidelines for accessibility in buildings, including ramps, elevators, and accessible restrooms, etc.

7. Awareness and Training

- Continuous education and training programs will be implemented to sensitize all staff members about the significance of inclusivity and the rights of PwD/Divyangjan individuals.
 - **Workshops and Seminars:** Organize workshops addressing disability awareness, respectful communication, and the importance of inclusion. These sessions will foster a culture that values diversity and encourages empathy.
 - **Resource Materials:** Development and distribution of resource materials outlining the rights and responsibilities regarding disability inclusion in the workplace.

8. Equal opportunity Cell:

- The institute will establish a robust Equal opportunity cell for PwD/Divyangjan and mechanism for addressing concerns or complaints related to disability discrimination or accessibility issues.

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- **Confidential Reporting:** Employees will have confidential avenues to report grievances regarding discriminatory practices, harassment, or lack of accommodations.
- **Prompt Action:** All grievances will be investigated promptly, fairly, and confidentially, with appropriate measures taken to resolve the situation and prevent recurrence.
- **Reservation in vacancy:** Institute will take necessary comments/clearance from the cell before any recruitment/Promotion and will maintain a roster for the same.
- **Additional facility requirement:** on the basis of request from PwD/Divyangjan the cell will evaluate the actual need and may submit recommendation to the management for implementation.

9. Monitoring and Evaluation

- The implementation and effectiveness of this policy will be continuously monitored through:
 - **Feedback Mechanism:** Annual collection of feedback from PwD/Divyangjan employees regarding their experiences and any challenges faced, which will inform adjustments to the policy as needed.
 - **Annual Review:** Conducting an annual review of the policy's impact on PwD/Divyangjan employees, including participation rates, accessibility audits, and satisfaction surveys, followed by a detailed report shared with management and all stakeholders.

10. Conclusion

This policy reflects the institute's steadfast commitment to creating a supportive and inclusive work environment, respecting the rights and dignity of all employees, particularly those with disabilities. By implementing this policy, we aim to dismantle barriers, celebrate diversity, and ensure equal opportunities for every individual within the organization.

11. Approval and Implementation

This policy is approved by The Director, Central Research Institute, Kasauli and will be implemented with immediate effect. Regular assessments and updates will be made to align with evolving standards and best practices.

Date:

Signature:

Director, CRI, Kasauli

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12/21/25