

Date – February 28, 2024

Equal Opportunity Policy of New Delhi Centre for Sight Ltd.

[The Rights of Persons with Disabilities Act, 2016 read with the Right of Persons with Disabilities Rules, 2017 and Delhi Right of Persons with Disabilities Rules, 2018]

A. Introduction

The management of the New Delhi Centre for Sight Ltd. is committed and support the principles for empowerment of persons with disabilities such as

- respect for inherent dignity, individual autonomy including the freedom to make one's own choices, and independence of persons;
- Non-discrimination;
- Full and effective participation and inclusion in society;
- Respect for difference and acceptance of persons with disabilities as part of human diversity and humanity;
- Equality of opportunity;
- Accessibility;
- Equality between men and women;
- Respect for the evolving capacities of children with disabilities and respect for the right of children with disabilities to preserve their identities;

B. Applicability

This policy applies to all the offices/branches/centres of New Delhi centre for sight Ltd. including its existing subsidiaries as well as any subsidiaries established/acquired in the future.

C. Definitions

To understand the above, following definitions are provided:-

CIN No.: U85120MH2002PLC338742

A UNIT OF NEW DELHI CENTRE FOR SIGHT LTD.

Registered Office: First Floor, Flat No. 101, B- Wing, Dhruv, CHSL, Gulmohar Main Road, Ville Parle, Mumbai-400049 MH.

Saidarjung Enclave 011-45738888	Preet Vihar 011-42504250	Dwarka 011-41524500/01/05	Vikasuri 011-25612976/77	Robini 011-43089700-03	Rajouri Garden 011-47401363/64	Ashok Vihar 011-43728774/75	Pusa Road 011-30653991/96	Okhla 011-41059300/01/02	Gurgaon Sec 29 0124-4210317/18	Gurgaon New Railway Road 0124-2220101/1101/2101	Faridabad 0129-4004441/42	
Meerut 0121-2648870	Agra 7060411166	Moradabad 0591-2452405/07	Jaipur Malviya Nagar 0141-4010713	Jaipur Vaishali Nagar 0141-4003024	Almer 0145-2442000/888	Jodhpur 0291-2613342/44	Indore Vijay Nagar 0731-4001400	Indore Agrasen Square 0731-4089877	Vadodara Genda Circle 0265-2339944/45	Vadodara Vraj 9574324555	Bharuch 0264-2246811	
Anand 0269-245300	Surendarnagar 8155062555	Bhavnagar 0278-2565542	Rajkot 0281-2240241	Hyderabad Banjara Hills 040-40045500	Hyderabad Kukatpally 040-40045594/95	Hyderabad Basheerbagh 040-66364808	Mumbai 022-26283610	Kurnool 0851-8255226	Kadappa 0856-2258877	Rajahmundry 0883-2446555	Vijaywada 0866-2546050	Vizag 0891-2507475



CENTRE FOR SIGHT

Every eye deserves the best

A Mahindra Collaboration

- a) "Barrier" means any factor including communicational, cultural, economic, environmental, institutional, political, social, attitudinal or structural factors which hampers the full and effective participation of persons with disabilities in society.
- b) "Communication" includes means and formats of communication, languages, display of text, Braille, tactile communication, signs, large print, accessible multimedia, written, audio, video, visual displays, sign language, plain-language, human-reader, augmentative and alternative modes and accessible information and communication technology.
- c) "Discrimination" in relation to disability, means any distinction, exclusion, restriction on the basis of disability which is the purpose or effect of impairing or nullifying the recognition, enjoyment or exercise on an equal basis with others of all human rights and fundamental freedoms in the political, economic, social, cultural, civil or any other field and includes all forms of discrimination and denial of reasonable accommodation;
- d) "High support" means an intensive support, physical, psychological and otherwise, which may be required by a person with benchmark disability for daily activities, to take independent and informed decision to access facilities and participating in all areas of life including education, employment, family and community life and treatment and therapy;
- e) "Person with benchmark disability" means a person with not less than forty per cent. of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority;
- f) "Person with disability" means a person with long term physical, mental, intellectual or sensory impairment which, in interaction with barriers, hinders his full and effective participation in society equally with others;

D. Rights and entitlements

The persons with disability shall be inducted in employment of the Hospital at appropriate posts according to their capacity and eligibility & shall have all rights and entitlements at par with

CIN No.: U85120MH2002PLC338742

A UNIT OF NEW DELHI CENTRE FOR SIGHT LTD.

Registered Office: First Floor, Flat No. 101, B- Wing, Dhruv, CHSL, Gulmohar Main Road, Ville Parle, Mumbai-400049 MH.

Safdarjung Enclave 011-45738888	Preet Vihar 011-42504250	Dwarka 011-41524500/01/05	Vikasuri 011-25612976/77	Rohini 011-43089700-03	Rajouri Garden 011-47401363/64	Ashok Vihar 011-43728774/75	Pusa Road 011-30653991/96	Okhla 011-41059300/01/02	Gurgaon Sec 29 0124-4210317/18	Gurgaon New Railway Road 0124-2220101/1101/2101	Faridabad 0129-4004441/42	
Meerut 0121-2648870	Agra 7060411166	Moradabad 0591-2452405/07	Jaipur Malviya Nagar 0141-4010713	Jaipur Vaishali Nagar 0141-4003024	Ajmer 0145-2442000/888	Jodhpur 0291-2613342/44	Indore Vijay Nagar 0731-4001400	Indore Agrasen Square 0731-4089877	Vadodara Genda Circle 0265-2339944/45	Vadodara Vraj 9574324555	Bharuch 0264-2246611	
Anand 0269-245300	Surendarnagar 8155062555	Bhavnagar 0278-2565542	Rajkot 0281-2240241	Hyderabad Banjara Hills 040-40045500	Hyderabad Kukatpally 040-40045594/95	Hyderabad Basheerbagh 040-66364808	Mumbai 022-26283610	Karnool 0851-8255226	Kadappa 0856-2258877	Rajahmundry 0883-2446555	Vijaywada 0866-2546050	Vizag 0891-2507475



CENTRE FOR SIGHT

Every eye deserves the best

A **Mahindra** Collaboration

other employees of the Hospital while working in the Hospital. The management of the Hospital is committed to the following principals amongst others:-

- a. To ensure that the persons with disabilities enjoy the right to equality, life with dignity and respect for his or her integrity equally with others during employment.
- b. To ensure that proper steps are taken to utilize the capacity of persons with disabilities by providing appropriate environment during employment.
- c. To ensure that no person with disability shall be discriminated vis a vis salary, designation, promotion, increment, Leaves, PF, ESI, Bonus, Gratuity or any other monetary benefit which are available to other employees of the Hospital on the ground of disability during employment.
- d. To ensure that no person with disability shall be deprived of his or her personal liberty only on the ground of disability during employment.
- e. To ensure that persons with disabilities shall not be subjected to any type of torture, cruel, inhuman or degrading treatment during employment.
- f. To ensure that services of an employee shall not be dispensed with or reduce in rank in case an employee acquires a disability during his or her employment provided further if an employee after acquiring disability is not suitable for the post, he was holding, shall be shifted to some other post to his convenience and comfort with the same salary and service benefits
- g. To ensure that persons with disabilities should not suffer any form of abuse, violence and exploitation during their employment and to prevent the same shall—
 - i. Take cognizance of incidents of abuse, violence and exploitation and provide legal remedies available against such incidents;
 - ii. Take steps for avoiding such incidents and prescribe the procedure for its reporting;
 - iii. Create awareness and make available information among all the employees of the Hospital
 - iv. Take all remedial measures with compassion to sort out the complaint or grievance of person with disabilities submitted by him to the management at earliest.

CIN No.: U85120MH2002PLC338742

A UNIT OF NEW DELHI CENTRE FOR SIGHT LTD.

Registered Office: First Floor, Flat No. 101, B- Wing, Dhruv, CHSL, Gulmohar Main Road, Ville Parle, Mumbai-400049 MH.

Safdarjung Enclave 011-45738888	Preet Vihar 011-42504250	Dwarka 011-41524500/01/05	Vikasपुरी 011-25612976/77	Rohini 011-43089700-03	Rajouri Garden 011-47401363/64	Ashok Vihar 011-43728774/75	Pusa Road 011-30653991/96	Okhla 011-41059300/01/02	Gurgaon Sec 29 0124-4210317/18	Gurgaon New Railway Road 0124-2220101/1101/2101	Faridabad 0129-400441/42	
Meerut 0121-2648870	Agra 7060411166	Moradabad 0591-2452405/07	Jaipur Malviya Nagar 0141-4010713	Jaipur Vaishali Nagar 0141-4003024	Ajmer 0145-2442000/888	Jodhpur 0291-2613342/44	Indore Vijay Nagar 0731-4001400	Indore Agrasen Square 0731-4088877	Vadodara Genda Circle 0265-2339944/45	Vadodara Vraj 9574324555	Bharuch 0264-2246611	
Anand 0269-245300	Surendarnagar 8155062555	Bhavnagar 0278-2585542	Rajkot 0281-2240241	Hyderabad Banjara Hills 040-40045500	Hyderabad Kukatpally 040-40045594/95	Hyderabad Basheerbagh 040-66364808	Mumbai 022-26283610	Kurnool 0851-8255226	Kadappa 0856-2258877	Rajahmundry 0883-2446555	Vijaywada 0866-2546050	Vizag 0891-2507475



CENTRE FOR SIGHT

Every eye deserves the best

A Mahindra Collaboration

E. Facilities and amenities to person with disability during employment

- I. Assistive devices like slope or wheel chair or walking stick to enter in the office
- II. Barrier free accessibility
- III. Other welfare provisions
- IV. Preference in allotment of residential accommodation , if any

F. List of Posts identified suitable for persons with disabilities

- i. Reception or help desk
- ii. Peon
- iii. Dak clerk
- iv. Data feeder/ operator /clerk

G. Procedure for selection of persons with disabilities

Normal interview process shall be initiated but with sympathy and empathy towards candidate and all endeavors shall be made to provide opportunity to such candidate for recruitment.

H. Post recruitment and pre-promotion training

The Hospital shall certainly provide training on job for performing duties suitable to candidate and pre promotion training shall also be imparted on job.

I. Preference in transfer and posting

All efforts shall be made to give posting to candidate near to his house subject to availability of vacancy and transfer shall be made near to his house after discussion with him regarding his convenience and comfort.

J. Appointment of Liaison Officer

Additional responsibility of Liaison Officer is being vested in Vice President – Human Resources to look after the recruitment of persons with disabilities and provisions of facilities and amenities for such employees.

K. Special Leaves

Owing to special requirements of such persons, the company shall grant special leaves as per his requirement subject to discipline and decorum in the Hospital.

CIN No.: U85120MH2002PLC338742

A UNIT OF NEW DELHI CENTRE FOR SIGHT LTD.

Registered Office: First Floor, Flat No. 101, B- Wing, Dhruv, CHSL, Gulmohar Main Road, Ville Parle, Mumbai-400049 MH.

Safdarjung Enclave 011-45738888	Preet Vihar 011-42504250	Dwarika 011-41524500/01/05	Vikaspuri 011-25612976/77	Rohini 011-43089700-03	Rajouri Garden 011-47401363/64	Ashok Vihar 011-43728774/75	Pusa Road 011-30653991/96	Okhla 011-41059300/01/02	Gurgaon Sec 29 0124-4210317/18	Gurgaon New Railway Road 0124-2220101/1101/2101	Faridabad 0129-4004441/42	
Meerut 0121-2648870	Agra 7060411166	Moradabad 0591-2452405/07	Jalpur Malviya Nagar 0141-4010713	Jalpur Vaishali Nagar 0141-4003024	Ajmer 0145-2442000/888	Jodhpur 0291-2813342/44	Indore Vijay Nagar 0731-4001400	Indore Agrasen Square 0731-4089877	Vadodara Genda Circle 0265-2339944/45	Vadodara Vraj 9574324555	Bharuch 0264-2246611	
Anand 0209-245300	Surendarnagar 6155002555	Bhavnagar 0278-2565542	Rajkot 0281-2240241	Hyderabad Banjara Hills 040-40043500	Hyderabad Kukatpally 040-40045594/95	Hyderabad Gansheerbagh 040-66364808	Mumbai 022-26283610	Karnool 0851-8255226	Kadappa 0856-2258877	Rajahmundry 0883-2446555	Vijaywada 0866-2546050	Vizag 0891-2507475



CENTRE FOR SIGHT

Every eye deserves the best

A Mahindra Collaboration

L. Awareness programmes

The Hospital shall conduct, encourage, support or promote awareness programmes and sensitization programmes with in the Company among its employees in order to fulfill their commitment towards principles for empowerment of persons with disabilities as given above.

M. Maintenance of records

Records of the persons with disabilities in relation to the matter of employment, facilities provided and other necessary information in compliance shall be maintained in prescribed forms.

N. Registration of policy

The Company shall submit copy of this policy duly signed by Chief Executive Officer to the commissioner of disabilities for registration as per rules.

For New Delhi Centre for Sight Ltd.

Neena Bisht

Vice President – Human Resources

CIN No.: U85120MH2002PLC338742

A UNIT OF NEW DELHI CENTRE FOR SIGHT LTD.

Registered Office: First Floor, Flat No. 101, B- Wing, Dhruv, CHSL, Gulmohar Main Road, Vile Parle, Mumbai-400049 MH.

Safdarjung Enclave 011-45738888	Preet Vihar 011-42504250	Dwarka 011-41524500/01/05	Vikasपुर 011-25612976/77	Rohini 011-43089700-03	Rajouri Garden 011-47401363/64	Ashok Vihar 011-43728774/75	Pusa Road 011-30653991/96	Okhla 011-41059300/01/02	Gurgaon Sec 29 0124-4210317/18	Gurgaon New Railway Road 0124-2220101/1101/2101	Faridabad 0129-4004441/42	
Meerut 0121-2648870	Agra 7060411166	Moradabad 0591-2452405/07	Jaipur Malviya Nagar 0141-4010713	Jaipur Vaishali Nagar 0141-4003024	Ajmer 0145-2442000/888	Jodhpur 0291-2613342/44	Indore Vijay Nagar 0731-4001400	Indore Agrasen Square 0731-4089677	Vadodara Genda Circle 0265-2339944/45	Vadodara Vraj 9574324555	Bharuch 0264-2246611	
Anand 0269-245300	Surendarnagar 8155062555	Bhavnagar 0278-2565542	Rajkot 0281-2240241	Hyderabad Banjara Hills 040-40045500	Hyderabad Kukatpally 040-40045594/95	Hyderabad Basheerbagh 040-66364808	Mumbai 022-26283610	Karnool 0851-8255226	Kadappa 0856-2258877	Rajahmundry 0883-2446555	Vijaywada 0866-2546050	Vizag 0891-2507475