

626/c

**In the Court of State Commissioner for Persons with Disabilities
National Capital Territory of Delhi**

25-D, Mata Sundari Road, Near Guru Nanak Eye Centre, New Delhi-110002
Phone: 011-23216003-04, Telefax: 011-23216005, Email: comdis.delhi@nic.in

**[Vested with powers of Civil Court under the Rights of Persons with
Disabilities Act, 2016]**

Case No.938/1015/2019/06/ 3690.

Dated: 23/07/19.

To

The Asstt. General Manager(P),
Delhi Financial Corporation,
(A Govt. of Delhi Undertaking),
Plot No.37-38, Pankha Road Institutional Area,
D-Block, Janakpuri, New Delhi-110058.

**Sub: Equal Opportunity Policy (Registration) Delhi Financial Corporation
(A Govt. of Delhi Undertaking).**

Sir,

I am directed to refer to your letter No F.DFC/PRS/21/2019-20/2269 dated 16.07.2019 regarding the Equal Opportunity Policy in respect of Delhi Financial Corporation (A Govt. of Delhi Undertaking) framed u/s 21 of the Rights of Persons with Disabilities Act, 2016 and Rule 8 of the Rights for Persons with Disabilities Rules, 2017. The said EOP has been assigned Registration No. EOP/DL/Discom/36/2019.

2. You are advised to display the Equal opportunity Policy preferably on your website or at conspicuous places in your premises.

Yours faithfully,

S.H. Hussain
23/7/19
(S.H. Hussain)

Section Officer (PwDs)

782
29/7

Manpreet (P) 29/7
Recd. on 31.7.19.
urgent action, please.
Hali
31.7.19

AKS



Delhi Financial Corporation

(A Govt. of Delhi Undertaking)

Plot No. 37-38, Pankha Road Institutional Area, D-Block, Janakpuri, New Delhi-110058
Tel.: 28525035-39, Fax : 28525041 E-mail : dgmdfc.delhi@nic.in Website : www.dfcdelhi.nic.in

No. DFC/PRS/21/2019-20/2269

July 11, 2019

619/c
By Hand

Shri S.H. Hussain,
Section Officer (PwD),
In the court of State Commissioner for
Persons with Disabilities,
National Capital Territory of Delhi,
25-D, Mata Sundari Road,
Near Guru Nanak Eye Centre,
New Delhi - 110002.

**Sub : Registration of Equal Opportunity Policy
Under Section 21 of the Rights of Persons
With Disabilities Act, 2016- regarding.**

Sir,

This is in reference to your letter no. Case No.938/1015/2019/05/3087 dated 26.06.2019 on the above subject. Please find enclosed herewith the modified "Equal Opportunity Policy of Delhi Financial Corporation" for acceptance and registration. As desired after registration / confirmation the said policy will be uploaded on the website of the Corporation. Further, it is informed that no private establishment are registered with or connected to the Corporation.

Yours Sincerely,

(Harendar Singh)

Asstt. General Manager (P)

Encl.: a/a

624/c

Equal Opportunity Policy

Of

Delhi Financial Corporation

New Delhi



DELHI FINANCIAL CORPORATION

Overview:

Delhi Financial Corporation (DFC) was established in April 1967 under State Financial Corporation's Act 1951 on re-organization of erstwhile Punjab Financial Corporation (PFC) which was divided into four SFCs in 1967 i.e. Delhi Financial Corporation (For NCT of Delhi & UT of Chandigarh), Punjab Financial Corporation (For Punjab), Haryana Financial Corporation (For Haryana) and Himachal Pradesh Financial Corporation (For Himachal Pradesh). The main objective of the Corporation is financing of loans for establishing and running micro, small and medium scale industries service sector industries commercial/ transport sector in NCT of Delhi and UT of Chandigarh. DFC has been playing vital role in promotion and development of MSMEs and service sector. The Corporation extends financial assistance for Restaurants/ Hotels, Amusement parks & other tourism related activities, Construction of Commercial complexes/ multiplexes, Hospitals/ Nursing homes/ Clinics/ Diagnostic centres, commercial vehicles etc. as specified under SFC's Act, 1951 or any other activity approved by SIDBI/State Govt. The Corporation can extend financial assistance upto Rs. 10.00 crore for companies & co-operative societies and Rs. 4.00 crore to proprietorship and partnership firm. However, the limit of assistance can be doubled with the prior approval of the Small Industrial Development Bank of India. It allows longer repayment period as compared to other financial institutions.

At Delhi Financial Corporation, we recognise the value of a diverse workforce; we are committed to providing equal opportunities, in employment and creating an inclusive workplace and work culture in which all employees are treated with respect and dignity.

At Delhi Financial Corporation, workforce diversity is a business imperative. We will strive to ensure that our workforce is representative of all sections of the society. At DFC, we will ensure that our workforce is representation of persons with disability in workforce as per the said act. This Equal Opportunity Policy of DFC is in accordance with the provisions of Rights of persons with physical as well as persons with intellectual & multiple disabilities. To ensure seamless implementation of this policy, the Liaison Officer will be in charge of the same.

Policy Statement

DFC is committed to

- Comply with the provisions of Rights of persons with physical as well as persons with intellectual & multiple disabilities.
- Ensure equal opportunity in all aspects of employment'
- Create & maintain a non-discriminatory and inclusive environment which will ensure & robust career growth path for persons with physical disabilities.





Policy Details :

The policy details will include :

- Facilities and amenities provided to the persons with physical disabilities to enable them to effectively discharge their duties in DFC as per Rights of persons with physical as well as persons with intellectual & multiple disabilities.
- That DFC will ensure posts suitable for persons with physical disability will be made available in alternate formats upon request and will put on DFC website or at conspicuous places in the office premises as per Rights of persons with physical as well as persons with intellectual & multiple disabilities.
- That DFC will ensure free and fair manner of selection of persons with physical disabilities for various posts as per the job specifications & suitability, post recruitment & promotion training and any other facilities, if any as per Rights of persons with physical as well as persons with intellectual & multiple disabilities.
- That DFC will ensure provisions for assistive devices, barrier-free accessibility and other provisions for persons with physical disabilities as per Rights of persons with physical as well as persons with intellectual & multiple disabilities to the best of its ability within its preview.
- The DFC will appoint a Liaison Officer and intimate the same to the competent authority as per Rights of persons with physical disabilities Rules, 2017 to look after the recruitment of persons with physical as well as persons with intellectual & multiple disabilities and provision of facilities and amenities of such employees.
- That Equal Opportunity Policy of DFC will not be limited to just above points as per Rights of persons with physical as well as persons with intellectual & multiple disabilities but will look into incorporating further such additional benefits provisions, if any within the scope of DFC.
- That Equal Opportunity Policy of DFC will ensure in enabling the persons with physical as well as persons with intellectual & multiple disabilities to optimize in discharging their responsibilities and aligning them into society completely without any discriminating due to their physical disability and live their life in the society with dignity.

List of jobs identified in DFC for special consideration for selection of persons with physical as well as persons with intellectual & multiple disabilities :-

In DFC, we will specially consider for recruitment of persons with physical as well as persons with intellectual & multiple disabilities in jobs in departments like Front Desk, Corporate Desk, Material and purchase, HR, Marketing, Finance & Accounting, Secretarial Practice and any such area wherever the person with physical as well as persons with intellectual & multiple disabilities will be found suitable for the job. The recruitment of those persons in the above mentioned will be purely based on merit and job

suitability of the candidate with physical as well as persons with intellectual & multiple disabilities and the candidate will be evaluated basing upon their skills and competence.

Manner of selection

- DFC will ensure advertising vacancies internally and externally which will be visible for persons with physical as well as persons with intellectual and multiple disabilities.
- Selection procedure (job description and employee specification) will be as per DFC Recruitment Selection Policy.
- Application forms will be made available in alternate formats, based on request.

Other facilities:

DFC will ensure for induction and training in accessible formats on request persons with physical as well as persons with intellectual & multiple disabilities

- Transport Allowance: - Admissible in lieu of Conveyance Allowance.
- Posting near native Place: - Handicapped candidates recruited to Group C and D posts on regional basis may be given postings near their native place as far as possible, subject to administrative constraints. Requests for transfer to or near their native places may also be given.
- Additional Concessions / Facilities :- In order to effectively discharge their duties, certain additional facilities such as identification of jobs, post recruitment and pre-promotion training, providing aids / assistive devices, accessibility and barrier free environment at work place, preference in Government accommodations, transfer / posting, special casual leave, etc. have been provided to the employees.
- NPS / Old Pension Scheme
- Gratuity
- Earned Leave
- Casual Leave
- Gazetted Leave
- Restricted Leave
- Maternity Leave
- Paternity Leave
- Medical Scheme
- Earned Leave Encashment'
- LTC
- Retirement Policy



620/C

1. **Liaison Officer:**

As per the mandate, DFC intends to appoint Shri Kapil Sharma, Manager (T) as Liaison Officer initially who will be responsible for taking initiative and providing the requisite support needed to adhere to guidelines as per Rights of persons with physical as well as persons with intellectual & multiple disabilities.

The Liaison Officer is responsible for:

- a) Implementing the action plan for making the workplace another relevant systems accessible for persons with physical as well as persons with intellectual & multiple disabilities by liaising with various departments in DFC
- b) Ensuring and spreading awareness about Rights of persons with physical as well as persons with intellectual & multiple disabilities amongst all the employees of DFC
- c) Developing proactive strategies to prevent discrimination and harassment of employees with physical as well as persons with intellectual & multiple disabilities at DFC.

Maintenance of Records. :-

DFC will maintain data regarding employees with physical as well as persons with intellectual & multiple disabilities in relation to their employment, facilities provided and other necessary information as per the RPWD Act.

Grievance Redressal :

Employees with physical as well as persons with intellectual & multiple disabilities have the right to file a complaint concerning any discriminating with the Grievance Committee which is already in force in DFC.

