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NOTIFICATION

No. B. 13016/5/2022-SWD, the 21st February, 2024. In exercise of the power conferred by section 21 of Rights of Persons with Disabilities Act, 2016, the Governor of Mizoram is pleased to notify Equal Opportunity Policy for Persons with Disabilities under Social Welfare, Tribal Affairs, Women & Child Development Department with effect from the date of publication in the official gazette of Mizoram as mentioned below:

The Department of Social Welfare, Tribal Affairs, Women & Child Development (SWTAWCD) is committed towards creating an inclusive and accessible work environment that ensures that persons with disabilities have the same opportunities for employment and professional development as their non-disabled counterparts. The Department also aims to eliminate all forms of unlawful discrimination (which includes direct discrimination and indirect discrimination) and harassment of persons with disabilities.

This policy applies to all regular and provisional employees, job applicants and visitors at every establishment under the Department of SWTAWCD. It also extends to those employees who acquire disability during service. It covers all aspects of employment, including recruitment, and other conditions and privileges of employment.

- a) **Facility and amenity to be provided to the persons with disabilities to enable them to effectively discharge their duties in the establishment:** The Department of SWTAWCD is committed to providing facilities and amenities to persons with disabilities that enable them to effectively discharge their duties within our establishment. These accommodations may include but are not limited to accessible workspaces, assistive technologies, and any other reasonable adjustments necessary to ensure an inclusive work environment. The Department is dedicated to ensuring that our physical and digital infrastructures adhere to the accessibility standards as prescribed by the Government of India.
- b) **List of posts identified suitable for persons with disabilities -** The following posts (excluding common posts) are identified suitable for persons with disabilities-1. District Social Welfare Officer. 2. Field Facilitator and 3. Instructor 4. Child Development Project Officer 5. Circle Officer 6. Case Worker 7. Educational Instructor 8. Pre-School Instructor 9. Health Instructor 10. Nutritionist 11. Instructor, AWTC 12. Store Keeper.

- c) **The manner of selection of persons with disabilities for various posts, post-recruitment and pre- promotion training:** Persons with disabilities will be considered for available posts based on their qualifications and ability to perform the essential functions of the job. The selection process will be conducted in a manner that is fair, transparent, and in compliance with all applicable laws and regulations. Reasonable accommodations will be provided during the selection process upon request.
- d) **Preference in transfer and posting:** Persons with disabilities will be given preference in transfer and posting, taking into consideration their specific needs and requirements. This preference aims to provide a comfortable and supportive work environment for individuals with disabilities.
- e) **Special leave, preference in allotment of residential accommodation if any, and other facilities:** The Department acknowledges the unique needs of persons with disabilities and provides special leave and accommodation as required. This includes, but is not limited to, reasonable time off for medical appointments, rehabilitation, and any necessary adjustments to work schedules or duties. Persons with disabilities will be given preference in the allotment of residential accommodation, if applicable, to ensure that their living arrangements are conducive to their needs.
- f) **Provisions for assistive devices barrier-free accessibility and other provisions for persons with /disabilities:** The Department is committed to providing assistive devices and ensuring barrier-free accessibility throughout our facilities. This includes ramps, grab bars, tactile paths, accessible toilets and web accessibility, and any other necessary modifications to eliminate physical barriers.
- g) **Appointment of liaison officer by the establishment to look after the recruitment of persons with disabilities:** A Gazetted Officer will act as Liaison Officer. The Liaison Officer shall be responsible for:
 - i. Overseeing the recruitment of persons with disabilities.
 - ii. Ensuring that all employees are aware of the Equal Opportunity Policy and know their duties and rights in relation to the Equal Opportunity Policy.
 - iii. The Liaison Officer will act as a contact person for employees with disabilities, ensuring that their concerns and needs are appropriately addressed. Additionally, the Liaison Officer will work towards maintaining a work environment that is devoid of discrimination and harassment, fostering inclusion, and promoting respect for all.

It is the responsibility of all officers and staff to adhere to and promote this Equal Opportunity Policy for Persons with Disabilities. Any employee found to be in violation of this policy may be subjected to disciplinary action, up to and including termination of employment.

This policy will be reviewed periodically and revised as necessary to reflect changes in laws and regulations. -

K.T. Beicho,
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Social Welfare, Tribal Affairs,
Women & Child Development Department.