

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DEPARTMENT OF FOOD SUPPLIES & CONSUMER AFFAIRS,  
ADMINISTRATION BRANCH, HEAD QUARTER,  
ROOM NO. 305, K BLOCK, VIKAS BHAWAN,  
I.P. ESTATE, NEW DELHI - 110002. (Tel: 23378059)

No. F.9(8)/2012/F&S/Admn./ 3019

Dated: 15/07/19

To

The State Commissioner  
For Persons with Disabilities  
Govt of NCT of Delhi - 110002.  
*Mata Sundari Road.*

Sub: Equal Opportunity Policy (EOP) for persons with disabilities under  
Section 21 of Rights of Persons with Disability Act 2016.

Sir,

In compliance of para 2(i) of notice dated 6.6.2019 I am directed to  
enclose herewith the Equal Opportunity Policy for persons with disabilities under  
Section 21 of Rights of Persons with Disability Act 2016 in respect of Food and  
Supply Department, GNCTD.

Further, as regards to para 2(ii) of notice dated 6.6.2019, I am directed to  
submit that there are no private establishment registered with Food and Supply  
Department.

Yours faithfully,



(S K SINGH)

SPL. COMMISSIONER (ADMN.)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
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Equal Opportunity Policy of Directorate of Employment for persons with disabilities  
under section 21 of Rights of Persons with Disabilities Act, 2016

❖ Overview of Food and Supply Department

1. The Department of Food and Supply and Consumer Affairs GNCTD was established in 1962 and discharges the important responsibilities of manages Public Distribution System (PDS) in Delhi for regulating production, supply and distribution of trade and commerce in essential commodities with a view to maintain or increase supplies thereof and secure their equitable distribution and availability at fair prices by enforcing the Essential Commodities Act, 1955, National Food Security Act, 2013 and various Control Orders made there under. The department indents for monthly allocation of SFA to the Food Corporation of India (FCI) and authorizes the DSCSC to lift and deliver the same to the respective Fair Price Shop for further distribution to various categories of beneficiaries.

National Food Security Act, 2013.

1. The National Food Security Act, 2013 has been rolled out in Delhi on 20.08.2013. Subsequently implemented from 1<sup>st</sup> September, 2013.

Every person belonging to eligible households shall be entitled to receive 5kg of foodgrains per person per month at subsidized prices. AAY households shall be entitled to 35 kg foodgrains per household per month.

As per ceiling fixed by Govt. of India a total of 72.78 lakh populations are to be benefitted under this scheme in Delhi.

**Grievance Redressal Mechanism**

1. **Internal Grievance Redressal:-**  
The department has started services of Toll Free No. 1800-11-0841 and 1967 for making complaints by the consumers.
- ii) **District Grievance Redressal Officer:-**  
Addl. District Magistrate (ADM) of each revenue district of the NCT of Delhi has been designated as District Grievance Redressal Officer. The officer shall hear complaints regarding the non-distribution of entitled foodgrains or meals and take necessary action for their Redressal.
- iii) **State Food Commission:-**  
At State level, Public Grievance Commission has been designates as State Food Commission for the NCT of Delhi, to hear appeal of the orders of District Grievance Redressal Officer.

### Vigilance Committees:-

Vigilance Committee has been set up at Block/State/ District/FPS Level Committees are constituted, but Block level and District level Vigilance Committees are functioning. State level Vigilance committee has been constituted but yet to function. Fps level vigilance committee is under process.

2. Allocation of foodgrains is made one month advance under NFS, and the same is lifted before each allocation month, hence foodgrains are made available for distribution to the consumers from very first day of the allocation month.

Section 21 of Rights of Persons with Disabilities Act, 2016 mandates that:

- (1) Every establishment shall notify Equal Opportunity Policy detailing measures proposed to be taken by it in pursuance of the provisions of chapter IV in manner as prescribed the central govt.
- (2) Every establishment shall register a copy of the said policy with the Chief commissioner or the State Commissioner, as the case may be.

Therefore, in pursuance of the Section 21 of the of the Rights of Persons with Disabilities Act 2016 and Rule 8, 9 and 10 under Chapter-IV (Employment) of the Rights of persons with Disabilities Rules 2017 and as incorporated under Rule 12, 13 and 14 under Chapter-V, Employment and Vacancies for Persons With Benchmark Disabilities of the Delhi Rights of persons with Disabilities Rules 2018, the Directorate of Employment, GNCT of Delhi frames the Equal Opportunity Policy for Persons with Disabilities as under:

#### Equal Opportunity Policy Details

The Department of Food and Supply, Govt. of NCT of Delhi is committed towards eliminating all forms of unlawful discrimination (which includes direct discrimination, indirect discrimination) and denial of reasonable accommodation and harassment of persons with disabilities.

- Facilities and amenities to be provided to the persons with disabilities to enable them to effectively discharges their duties in the establishment: The Department of Food and Supply, Govt. of NCT of Delhi aims to ensure that our physical and digital infrastructure (buildings, furniture, facilities and services in the building) adheres to the accessibility standards in compliance of Rights of Persons with Disabilities Act, 2016.
- To identify posts suitable for persons with disabilities in the establishment: The Food and Supply Department shall prepare a list of the identified posts in all groups-A, B, C and D for persons with disabilities which could be easily performed by them.
- Selection of persons with disabilities for various posts: The Food and Supply Department would encourage candidates with different disabilities to apply. All vacancies will be advertised through proper channel. All vacancy advertisements will include an appropriate short statement on equal opportunities for people with disabilities. Application forms will be made available in alternate accessible formats, if required. Decisions on employment, career progression, training, reservation or any other benefits shall be given as per govt. policy.

- **Post recruitment and Pre-promotion Induction training:** It is an essential component of the service requirement of an employee. Induction training program for the persons with disabilities shall be imparted together with the other employees. Job specific post-recruitment as well as pre-promotion training programs will be organized for the persons with disabilities with the help of the Training Department of Govt. of NCT of Delhi and the State Commissioner, for Persons with Disabilities.
- **Preference in transfer and posting:** As far as possible, the persons with disabilities may be exempted from the rotational transfer policy/transfer and be allowed to continue in the same job, where they would have achieved the optimum performance. Further, choice of preference in the place of posting at the time of transfer/promotion may be given to the persons with disability subject to the administrative constraints. Instructions issued by the Department of Personnel and training, Govt. of India from time to time will be followed.
- **Special leave:** The guidelines issued in this regard as per office memorandum no.36035/3/2018-Estt. (Res) dated 31.03.2014 by the Department of Personnel and Training, Govt. of India will be followed which refer to OM No. 250112/1/2/2008-Estt.(A) dated 19.11.2008 having a provision of Special Casual Leave for 4 days in a calendar year for employees with disabilities for specific requirements relating to disabilities of the official. Further, vide DOPT, Govt. of India OM No.28016/02/2007-Estt.(A) dated 14.11.2007, there is also a provision of 10 days Special Casual Leave in a calendar year subject to exigencies of work for the employees with disabilities for participating in Conference/Seminars/Trainings/Workshop related to disability and development to be specified by Ministry of Social Justice & Empowerment shall be implemented. The same shall also be applicable for participating in Conference/Seminars/Trainings/Workshop related to disability and development to be specified by the GNCT of Delhi. The special leave will be available in addition to the other leave such as casual leaves, earned leaves, commuted leaves etc.
- **Preference in Allotment of Residential Accommodation:** Currently we do not provide residential accommodation to the employees. However we assure to make necessary recommendation to the concerned department of Govt. NCT of Delhi for Preference in Allotment of Residential Accommodation as per Equal Opportunity Policy under Rights of persons with physical disabilities Rules, 2017.
- **Assistive devices, barrier-free accessibility and other provisions for persons with disabilities:** Appropriate furniture, wheel chairs, computer and other hardware, etc. in accordance with their requirement, which would improve their efficiency, shall be provided to Persons with Disability by the Department. Any new facility that is built or renovated will be evaluated for compliance with accessibility standards at different stages of the building construction. Any employee facing accessibility issues should report to the Head of Office at their office or write to the Liaison Officer.
- **Appointment of Liaison/Grievance Redressal Officer:** The department shall appoint an officer not below the rank of a gazetted officer as Liaison/Grievance Redressal Officer, preference would be given to an employee registered with Rehabilitation Council of India (RCI), GOI. Liaison/Grievance Redressal Officer shall be responsible for taking initiatives and providing requisite support needed to realize the goals of an inclusive and accessible workplace.

The Liaison/Grievance Redressal Officer shall be head of a committee comprising of two members among whom one will be an employee with disability and other may be an outside expert (RCI registered) in the field of disability. Also at least one of the members of the Committee shall be a woman. This committee shall assist the Liaison/Grievance Redressal Officer in the discharge of his/her functions. Employees with disability have the right to file a complaint concerning any discrimination with the Grievance Redressal Officer. Any policy violation i.e. when any person with disability is discriminated against or denied access to any facility will be regarded as a grievance. If any employee is found guilty of discriminatory behavior, she/he will be dealt in accordance with the provisions of the Act and Rules.

#### Other Facilities

- ❖ **Training and Career development:** The Food and Supply, Department will ensure for Career Development Training in accessible formats, assistive aids, accessible training venue, accessible materials, scribe & etc. for persons with physical disabilities with the help of the Training Department of Govt of NCT of Delhi.
- ❖ **Employee Engagement and social inclusion:** The Food and Supply Department will endeavor to make all organizational events and meetings inclusive by ensuring that these are conducted at accessible venues. The Employment Department will ensure in enabling the persons with physical disabilities to optimize in discharging their responsibilities and aligning them into society completely without any discrimination due to their physical disability and live their life in the society with dignity.

That Equal Opportunity Policy of the Food and Supply Department will not be limited to just above points as per Rights of Persons with Physical Disabilities Act and Rules but will look into incorporating further such additional benefits provisions, if any within the scope of the Food and Supply Department, Govt. of NCT of Delhi.

The above policy covers applicants with disabilities for posts in the Department, full time/part time employees, interns/trainees, contractual employees, including temporary employees. It also covers those employees who acquire disability during their work tenure. This policy also applies to all aspects of employment, be it recruitment, training, working conditions, salaries, transfers, employee benefits and career advancement.

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