



TATA MEMORIAL CENTRE / टाटा मेमोरियल सेंटर  
TATA MEMORIAL HOSPITAL / टाटा मेमोरियल हॉस्पिटल  
PAREL, MUMBAI - 400 012 / परेल, मुंबई - 400 012  
( TMC HRD Co-ordination Section / टीएमसी एचआरडी समन्वय अनुभाग)



29/05/2025

**Equal Opportunity Policy For Persons With Benchmark Disabilities (PwBD)**  
**in the Tata Memorial Centre**

Tata Memorial Centre endeavors to provide equal opportunities at workplace to person with disability to work with dignity.

**The features of the policy are as under :**

**1. Recruitment & Promotion**

To follow Government of India's guidelines for reservation for Persons With Benchmark Disabilities (PwBD). To provide escort / attendants and Scriber for Persons With Benchmark Disabilities (PwBD) candidates.

**2. Training & Development**

To conduct induction trainings and job specific post-recruitment trainings.

**3. Accommodation**

Preferential allotment of quarters shall be considered wherever possible / available.

**4. Transfers / Postings**

To give preference, to the extent possible to the request by Persons With Benchmark Disabilities (PwBD) for transfer to TMC Units.

**5. Special Leave & allowances**

To follow rules Government of India regarding Leave & allowances to Persons With Benchmark Disabilities (PwBD).

**6. Facilities and amenities**

It is ensured that premises are easy to access. Wheel Chairs and ramps are provided at entry and exit points of hospital. Modifications to the physical workspace, job duties, or work schedules will be made to support employees with benchmark disabilities.

**7. Identification of posts**

The posts identified for Persons With Benchmark Disabilities (PwBD) are filled as per reservation policy.

**8. Confidentiality**

Information related to an employee's disability status shall be treated with confidentiality and shared only on a need-to-know basis with informed consent.

**9. Liaison Officer / Grievance Officer**

To appoint Liaison Officer / Grievance Officer with appropriate rank to look after the welfare of Persons With Benchmark Disabilities (PwBD) and to take cognizance of all types of complaints and grievances.

**10. Maintenance of register of complaints**

The Complaint / grievance register shall be maintained for Persons With Benchmark Disabilities (PwBD) employees to lodge complaints / grievances with the Grievance Redressal Officer.

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