

All Offices

Date: 22.05.2025

Human Resource Development Department Circular No. 11/2025

Equal Opportunity Policy

Objective

Bihar Gramin Bank is committed to provide equal opportunities to all employees/ officers and healthy environment at workplace in which all employees / officers are treated with respect and dignity.

This Equal Opportunity Policy is in accordance with the provisions of "The Rights of Persons with Disabilities Act, 2016"

The objective of the "Equal Opportunity Policy for Persons with Disabilities" is to ensure that the persons with disabilities enjoy the right to equality, life with dignity and respect equally with others. In terms of the policy, a mechanism is established to ensure the manner of publication of equal opportunity policy, manner of maintaining records and register of complaints. The policy is intended to empower the employees / officers with disabilities and enhance their engagement with the organization. It also provides the necessary safeguards to the PWDs in the form of amenities & facilities at the workplace, defines roles and tasks specifically designated for PWDs, provision for Grievance Redressal Mechanism. This equal opportunity policy is consistently applied throughout the period of employment of the individual right from the recruitment process till superannuation.

The salient features of the policy are as under:

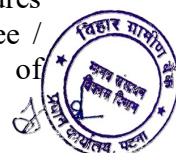
1) Coverage of the Policy: This policy covers all employees / officers with benchmark disabilities under clauses (a), (b), (c), (d) & (e) of section 34(1) of the 'Rights of the Persons with Disabilities Act, 2016.

2) Accessibility: The Bank is always committed to providing easy accessibility and hindrance free environment for PWDs as per the provisions of the RPWD Act, 2016. The Bank ensures that the PWD employees / officers are having easy access to basic facilities and amenities at their workplace so as to enable them to effectively discharge their duty.

3) Reservation: Reservation in appointments and the manner for recruitment shall be as stipulated by the Government from time to time for the posts meant to be filled for Persons with Disabilities.

4) Manner of Selection/ Posting/ Transfer: Reservations and use of scribes, compensatory time and other concessions as per instructions of Government of India are applicable to the person with benchmark disabilities.

Subject to administrative exigencies, persons with disabilities, employed in our Bank in all cadres are normally exempted from routine periodical transfers. If the transfer of a PWD employee / officers becomes inevitable on promotion to a place other than his/her original place of



बिहार ग्रामीण बैंक
bihar gramin bank

Head Office: Shri Vishnu Commercial Complex
NH-30, New Bypass, Near BP Highway Services Petrol Pump,
Ashochak, Patna-800030
Phone – 0612-2385407

मानव संसाधन विकास विभाग/HRDD

appointment due to non-availability of vacancy, it is ensured that such employees / officers are kept nearest to their original place of posting and in any case are not transferred to far off/remote places.

5) Leave: The employees / officers with disabilities are governed by the rules of leave as is applicable in Our Bank.

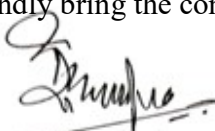
6) Appointment of Grievance Redressal Officer: Our Bank has appointed Chief Manager, HR as Grievance Redressal Officer for persons with disabilities at Head Office and Functional Manager, HR at Regional Office who look after all types of complains, grievances and welfare of our PWD employees / officers.

7) Maintenance of records: The Bank creates and maintains database of category of disabilities in digital form on HRMS portal.

8) Maintenance of register of complaints: The Complaint/grievance register is being maintained with the HRDD, at Regional Office as well as at Head Office. Our PWD employees / officers are free to lodge their grievances with the Grievance Redressal Officer.

This policy will be reviewed annually or as and when required.

Kindly bring the content of the circular to notice of all staff members and ensure compliance.


General Manager
