

**MAEER's**

**MIT** | **Arts, Commerce  
& Science College**

(Affiliated to Savitribai Phule Pune University)



## **Policy & Procedure**

### **Persons with Disabilities**

(To be implemented from (2019-20)

## 1. Preamble and Overview:

MIT Arts, Commerce and Science College, Alandi (D) Pune is committed to ensure the diversity and inclusion, with specific references to persons with disabilities, with the ultimate belief and broad perspective of “यंत्र तंत्रादी विज्ञानम लोककल्याणं साधनं” (all the machines and technology are for the welfare of mankind). Being a knowledge center it is moral responsibility of us to take care of the students/persons with disability in bringing them in the mainstream of the socio-cultural and economic development.

The Rights of Persons with Disabilities (RPWD) Act, 2016 and Rules, 2017 have specific mandates for all establishments including schools and colleges.

Broadly, as per the provisions of the Act and Rules, all Private Establishments should:

1. Publish an Equal Opportunity Policy for persons with disabilities as stated in the Rules.
2. Register a copy of the above said policy with the Chief Commissioner or the State Commissioner for Persons with Disabilities, as the case may be.
3. Ensure that persons with disabilities are not discriminated on the ground of disability (It is the responsibility of the Head of the establishment).
4. Display the Equal Opportunity Policy preferably on the college website or at conspicuous places in the office premises.
5. Aim to ensure that at least five percent of workforce comprise of persons with benchmark disabilities.
6. Maintain records of students and employees with disabilities in a manner as detailed in the Rules.
7. Ensure that new buildings are planned and constructed as per accessibility standards
8. Ensure that services are accessible in accordance with the rules on accessibility.

MIT Arts, Commerce and Science College, Alandi (D) Pune has constituted an Internal Committee for the students with Disabilities and has also set up Equal Opportunity Cell at the institute as per the directions given by Savitribai Phule Pune University w.e.f. Academic

Year 2019-20 and the guidelines laid down in the given laws viz.,

1. PWD Act, 1995 The Persons with Disabilities (equal opportunities, protection of rights and full participation) act, 1995,
2. The Rights of Persons with Disabilities Act, 2016
3. The Rights of Persons with Disabilities Rules, 2017





## **2. Objectives of the policy formulation:**

1. To ensure a disable friendly campus for all disable students who are studying or working in the institute.
2. To address any problems and requirements.
3. To address the valuable suggestions by stakeholders in this regard.
4. To formulate the committee consisting of faculty members & staff members from the college as well as the college counselor.
5. To provide platform to Persons with Disabilities for overall and inclusive development.

## **3. Policy Statement:**

MIT Arts, Commerce and Science College, Alandi (D) Pune is committed to:

1. Comply with the provisions of The RPWD Act 2016.
2. Ensure equal opportunity in all aspects of teaching, learning and employment.
3. Create and maintain a non-discriminatory and inclusive environment for students and staff during their tenure at the college.

## **4. Scope of the policy:**

The policy is applicable to all the students and staff in our college and the aspects specified in rules. The Policy covers all persons with disabilities. They could be job applicants, fulltime / part time employees, interns / trainees, contractual employees, including temporary employees. It also covers those employees who acquire disability during their work tenure.

The Policy applies to all aspects of employment, be it recruitment, training, working conditions, salaries, transfers, employee benefits and career advancement.

## **5. Action taken till date and directions for future:**

As per the requirement of the RPWD Rules, 2016 and 2017, our college has provided following facilities:

1. Ramp
2. Wheel Chair
3. Special Toilet Commodes
4. Digital Library with audio visual outputs
5. Language laboratory with audio visual outputs
6. Separate seating arrangement in library reading rooms for students with disability



7. JAWS screen reading software for blind
8. Rest rooms
9. Separate seating arrangements in exams
10. 4% Reservation in service / employment
11. 5% reservation in education
12. Provisions for assistive devices, barrier-free accessibility and other provisions for persons with disabilities.
13. Anything required as per the circumstances.

In order to enable the Persons with Disabilities to learn effectively, all the above said facilities and amenities are provided to the persons with disabilities according to the current requirements of the students and staff, however it is an inclusive list which is continuously monitored by the members of Internal Committee for Persons with Disabilities and updated if necessary.

#### **6. Governance Framework:**

The implementation of this policy and procedures, said in will be done through the Internal Committee for Persons / students with Disability in college. The special activities for disabled students will be implemented through the Equal Opportunity Cell established in the college.

The Internal Committee for Persons / students with Disability and Equal Opportunity Cell has been setup in college as suggested in RPWD Act, 2016.

#### **7. The Internal Committee for Persons / students with Disability:**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Role in the Committee</b>
1.	Dr. B. B. Waphare	Principal	Chairman
2.	Mr. Sandip Rohinkar	Registrar	Vice-Chairman
3.	Dr. Mangesh Bhople	Students Development Officer	Member Secretary
4.	Mr. Ram Pathare	Advisor/ Social Worker	Member
5.	Ms. Vandana Sonawane	Advisor/ Social Worker	Member
6.	Prof. Madhukar Wakhare	Member Nominee (Male)	Member





7.	Prof. Diksha Kadam	Teacher Nominee (Female)	Member
8.	Ms. Kanchan Mehetre	Student Nominee	Member
9.	Mr. Pranav Gavande	Student Nominee	Member
10.	Ms. Sneha Jadhav	Student Nominee	Member

This committee is established for academic year 2019-2020, where the members can be renewed / added / removed every year if required .

#### **7.1 Objectives of the Internal Committee for Persons / students with Disability:**

1. To identify the Persons / students with Disability and create favorable environment for persons with disabilities in college campus.
2. To take care of day to day needs of differently abled persons and to the schemes available for them.
3. To provide disabled friendly environment at the campus.
4. To examine student requests, consulting with medical practitioner at the college.
5. To ensure easy accessibility of resources to the students with disability.
6. To protect the confidentiality of students' disability-related information.
7. To decide the proper functioning of Equal Opportunity Cell

#### **8. Equal Opportunity Cell**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Role in the Committee</b>
1.	Dr. B. B. Waphare	Principal	Chairman
2.	Mr. Sandip Rohinkar	Registrar	Vice-Chairman
3.	Dr. Mangesh Bhople	Students Development Officer	Member Secretary
4.	Prof. Madhukar Wakhare	Teacher Nominee (Male)	Member
5.	Prof. Diksha Kadam	Teacher Nominee (Female)	Member
6.	Ms. Kanchan Mehetre	Student Nominee	Member
7.	Mr. Pranav Gavande	Student Nominee	Member
8.	Ms. Sneha Jadhav	Student Nominee	Member

In order to implement the policy and other schemes for persons with disability, this cell



has been formed.

This cell is established for the academic year 2019-2020 which is to be reset every year.

### **8.1 Objectives of Equal Opportunity Cell:**

1. To create favorable environment for persons with disabilities in the college campus
2. To take care of persons with disabilities
3. To implement the activities suggested by Internal Committee for Persons with Disabilities

### **9. Working Mechanism:**

The Committee and Cell will follow a predefined working mechanism for implementing the policy, schemes and the awareness of same effectively. Following steps should be taken by the committee:

1. **Collection of detailed information:** The information from students and staff (newly admitted) regarding disability is collected at the time of admission/recruitment.
2. A separate section regarding this is mentioned in the admission form and after confirmation of admission the record is maintained in the form of the name, gender and address of persons with disabilities, type of disability and proof from competent authority and the kind of facilities being provided to such persons with disabilities.
3. The records of disabled students are maintained with students section.
4. Student Section will forward this information to the committee and Heads of concerned departments.
5. If the Persons with Disabilities are from employees' category, the Human Resource Executive will be given these records and he/she will take appropriate action with the committee.
4. The committee and heads of various departments will approach such people and enquire about the status of disability and special requirements for accompanying him/her into the campus.
6. All the required and available assistance will be provided to the concerned Person with Disabilities
7. The yearly record of such Persons with Disabilities and the action taken will be maintained by this committee in the official format.
8. The Secretary of this committee will call the meetings, maintain the record,





implement the schemes if required and coordinate with Students Section, Heads of the Departments and all other Committee members.

9. All the members in Equal Opportunity Cell will help to the secretary and work for the smooth operations of the committee and cell.
10. Two meetings shall be conducted each year. ie. 1<sup>st</sup> After completion of the admission process and 2<sup>nd</sup> at the end of academic year.

#### **11. Grievance Redressal:**

In case of any grievance from students or employees raises, the redressal process will be implemented for students and employees with disabilities by Internal Committee which includes an external member from committee itself who is familiar with the issues related with disability. Any such complaints in written will be attended by the chairman and necessary action will be taken on the issue.

#### **12. Affirmative action on grievances:**

The necessary and affirmative action shall be taken based on the recommendations given by the committee. It may include training of people with various disabilities in the students and workforce with intellectual disability, autism, multiple disabilities and providing the required support to the alleged people.

#### **Some Important Definitions:**

Definitions as per the RPWD Act, 2016:

1. "Person with disability" means a person with long term physical, mental, intellectual or sensory impairment which, in interaction with barriers, hinders his full and effective participation in society equally with others.
2. "Person with benchmark disability" means a person with not less than forty percent of a specified disability where specified disability has not been defined in measurable terms and includes
3. A person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority.
4. "Specified disabilities" are the disability categories mentioned in the Schedule of the Act. There is also "any other category", which allows Central Government to add any other disability by issuing a notification.

The disability categories as mentioned in the act are:



- |                                    |                                     |
|------------------------------------|-------------------------------------|
| 1. Locomotors Disability           | 14. Autism Spectrum Disorder        |
| 2. Muscular Dystrophy              | 15. Mental illness                  |
| 3. Leprosy Cured                   | 16. Chronic Neurological Conditions |
| 4. Dwarfism                        | 17. Multiple Sclerosis              |
| 5. Cerebral Palsy                  | 18. Parkinson's Disease             |
| 6. Acid attack Victim              | 19. Hemophilia                      |
| 7. Low Vision                      | 20. Thalassemia                     |
| 8. Blindness                       | 21. Sickle Cell Disease             |
| 9. Deaf                            | 22. Multiple Disabilities           |
| 10. Hard of Hearing                | 23. Any other category (as may be   |
| 11. Speech and Language Disability | notified by the Central             |
| 12. Intellectual Disability        | Government.)                        |
| 13. Specific Learning Disability   |                                     |

5. "High support" means an intensive support, physical, psychological and otherwise, this may be required by a person with benchmark disability for daily activities, to take independent and informed decision to access facilities and participating in all areas of life including education, employment, family and community life and treatment and therapy.
6. "Discrimination" in relation to disability, means any distinction, exclusion, restriction on the basis of disability which is the purpose or effect of impairing or nullifying the recognition, enjoyment or exercise on an equal basis with others of all human rights and fundamental freedoms in the political, economic, social, cultural, civil or any other field and includes all forms of discrimination and denial of reasonable accommodation.
7. "Reasonable accommodation" means necessary and appropriate modification and adjustments, without imposing a disproportionate or undue burden in a particular case, to ensure to Persons with Disabilities the enjoyment or exercise of rights equally with others.





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