



Ref. No.: KRMU/Admin./O.O./2017-18/ 1078

Date: 27.11.2017

**OFFICE ORDER**

**Subject: Divyangjan Policy (Policy for Persons with Disabilities) of K.R. Mangalam University.**

K.R. Mangalam University is committed to fostering an inclusive, accessible, and equitable learning and working environment for all individuals, including persons with disabilities (Divyangjan). Upholding the constitutional principles of equality, dignity, and non-discrimination, the University has formulated and adopted the “Divyangjan Policy (Policy for Persons with Disabilities)” to ensure full participation and inclusion in academic, administrative, and social spheres of University life.

Divyangjan Policy (Policy for Persons with Disabilities) of K.R. Mangalam University as approved in the 23<sup>rd</sup> Board of Management meeting vide agenda item no. 23.09 held on 22.11.2017 is notified for information and implementation with immediate effect.

This order is issued with the approval of the Competent Authority.

  
Registrar  
K.R. Mangalam University  
Sector 10, Gurugram (Haryana)  
Registrar  
K.R. Mangalam University

**Copy to:**

- Hon'ble Vice Chancellor – for kind information
- Dean Academic Affairs
- Dean-Research
- Dean Students Welfare
- Director-IQAC
- All Deans / Directors / Heads of Schools
- Human Resources Department
- Procurement Cell
- Contract Management Cell
- Grievance Redressal Committee / ICC / EOC
- University Website
- Notice Board
- Office Copy



**K.R. MANGALAM UNIVERSITY**  
THE COMPLETE WORLD OF EDUCATION



**K.R. MANGALAM UNIVERSITY**

# **DIVYANGJAN POLICY** **(Policy for Persons with Disabilities)**

## **K.R. Mangalam University**



**K.R. MANGALAM UNIVERSITY**  
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(Policy for Persons with Disabilities)  
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### **DIVYANGJAN POLICY**

#### **(Policy for Persons with Disabilities)**

#### **1. Preamble**

K.R. Mangalam University (KRMU) is committed to creating an inclusive, accessible, and equitable environment for all individuals, including persons with disabilities (Divyangjan). The University upholds the constitutional rights to equality, dignity, and participation in higher education and employment, as enshrined in Articles 14, 15, 16, and 21 of the Constitution of India, and in line with the Rights of Persons with Disabilities Act, 2016 (RPwD Act).

The University recognizes that disability is not a limitation but a dimension of human diversity that must be respected and supported through enabling systems and inclusive practices.

#### **2. Purpose**

This policy aims to:

- Ensure equal access to education, employment, and services for persons with disabilities.
- Promote an inclusive culture that celebrates diversity and supports participation without discrimination.
- Provide a framework for implementing reasonable accommodations, accessibility measures, and awareness programs.
- Fulfil KRMU's legal and moral responsibility under the Rights of Persons with Disabilities Act, 2016 and UGC Accessibility Guidelines.

#### **3. Scope**

This policy applies to:

- All students, faculty, staff, and visitors with disabilities at K.R. Mangalam University.
- All academic, administrative, research, and co-curricular activities of the University.
- All buildings, digital platforms, examinations, and employment procedures.

#### **4. Objectives**

1. To establish an inclusive learning and working environment for persons with disabilities.
2. To ensure barrier-free access to all university facilities, information, and digital content.
3. To provide reasonable accommodations and support services.
4. To ensure full compliance with government regulations on accessibility and inclusion.
5. To sensitize faculty, staff, and students toward disability rights and inclusion.



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- 6. To promote the participation of Divyangjan in university governance and decision-making bodies.

## **5. Legal Framework**

This policy is framed in accordance with:

- Rights of Persons with Disabilities (RPwD) Act, 2016
- UGC (Promotion of Equity in Higher Educational Institutions) Regulations, 2012
- National Education Policy (NEP) 2020 – Equity and Inclusion Provisions
- Harmonised Guidelines and Standards for Universal Accessibility in India, 2021
- UN Convention on the Rights of Persons with Disabilities (UNCRPD)

## **6. Institutional Mechanism**

### **6.1 Equal Opportunity Cell (EOC) / Divyangjan Cell**

- The University shall establish a Divyangjan Cell (or designate the EOC) as the nodal body to implement and monitor this policy.
- The Cell shall include representatives from teaching faculty, administrative staff, student community, and at least one member with disability.

Functions of the Divyangjan Cell:

- Maintain records of Divyangjan students and employees confidentially.
- Process requests for reasonable accommodations.
- Conduct accessibility audits and liaise with concerned departments for corrective measures.
- Organize awareness and sensitization programmes.
- Report annually to the IQAC and University Management on inclusion initiatives.

## **7. Policy Provisions**

### **7.1 Admission and Academic Support**

#### **a. Equal Access and Non-Discrimination**

- No applicant with a disability shall be denied admission to any course or program on the grounds of disability.
- Admission advertisements and brochures shall explicitly mention the University's commitment to inclusion.



- Admission forms, both online and offline, shall be designed in an accessible format (screen-reader compatible and available in large-print or Braille upon request).

**b. Reservation and Quota Compliance**

- In accordance with the Rights of Persons with Disabilities Act, 2016, a minimum of 5% of total seats in all programs shall be reserved for candidates with benchmark disabilities (40% or above).
- Reserved seats shall be filled through transparent procedures, with documentation verified by the Equal Opportunity Cell (EOC)/Divyangjan Cell.

**c. Admission Assistance**

- Applicants who need mobility support, sign-language interpretation, or scribes during admission tests or interviews will be provided such assistance free of cost.
- Counselling sessions and orientation for newly admitted Divyangjan students shall be organized separately to familiarize them with facilities and support services available on campus.

**d. Academic Accommodations**

- Course materials shall be made available in accessible formats such as large-print, Braille, audio, or electronic files compatible with assistive software.
- Faculty members shall adapt teaching strategies (visual aids, captions, extended deadlines, flexible attendance) as recommended by the EOC.
- Examination accommodations shall include:
  - Extra time (30 minutes per hour of exam, where necessary).
  - Provision of scribes or readers.
  - Separate examination rooms for minimal distraction.
  - Use of assistive technology (screen readers, magnifiers, or audio output).
- Students with disabilities shall have access to learning support mentors or “Accessibility Buddies” assigned through student welfare offices.

**7.2 Employment and Workplace Inclusion**

**a. Reservation in Employment**

- As per the RPwD Act, 2016, a minimum of 4% of total teaching and non-teaching positions shall be reserved for persons with benchmark disabilities across categories (visual, hearing, locomotor, intellectual, mental illness, and multiple disabilities).



**b. Recruitment and Selection Procedures**

- All job advertisements shall include the statement: "K.R. Mangalam University encourages applications from qualified persons with disabilities and provides reasonable workplace accommodations."
- The selection process shall be fully accessible, with test venues equipped with ramps, accessible restrooms, and assistive tools.
- Persons with disabilities shall not be required to perform tasks that are not essential to their job role or that conflict with their limitations.

**c. Workplace Modifications and Support**

- The University shall make reasonable accommodation such as:
  - Adjustable desks, ergonomic seating, and accessible office layouts.
  - Screen readers, magnifiers, or adaptive communication tools.
  - Interpreters for employees with hearing impairments.
  - Flexible working hours, remote work, or modified duties if required.

**d. Training and Promotion**

- Employees with disabilities shall be given equal opportunities for professional development and promotions.
- Supervisors shall undergo training to evaluate performance fairly and objectively.

**7.3 Physical Accessibility**

**a. Barrier-Free Infrastructure**

- All new buildings shall be constructed in compliance with the Harmonised Guidelines and Standards for Universal Accessibility in India, 2021.
- Older buildings shall undergo an accessibility audit and phased retrofitting plan to ensure barrier-free movement.

**b. Key Accessibility Features**

- Ramps with non-slip flooring and dual handrails at all entrances.
- Accessible elevators with Braille buttons and auditory floor announcements.
- Wheelchair-friendly doorways, corridors, and seating arrangements in classrooms, libraries, and auditoriums.
- Tactile paths and Braille signage for persons with visual impairments.



- Dedicated, accessible washrooms on every floor.
- Reserved parking close to building entrances for persons with disabilities.

**c. Hostel and Accommodation Support**

- Ground-floor rooms with wide doors, attached accessible washrooms, and emergency alarm systems.
- 24-hour assistance in case of medical or mobility emergencies.

**7.4 Financial Assistance**

**a. Scholarships and Fellowships**

- Divyangjan students shall be supported in availing government schemes such as:
  - National Fellowship for Persons with Disabilities (NFPwD)
  - National Handicapped Finance & Development Corporation (NHFDC) Scholarships
  - Post-Matric Scholarships for Students with Disabilities
- The University shall actively assist students in completing applications and documentation for these schemes.

**b. Institutional Support**

- Fee concessions, examination fee waivers, or special grants may be considered for students with severe disabilities, upon recommendation by the Divyangjan Cell and approval by the Vice-Chancellor.
- Teaching aids, mobility devices, and assistive software may be procured centrally by the University library or ICT division for common use.

**c. Emergency Assistance Fund**

- The Divyangjan Cell may maintain a small contingency fund to meet immediate academic or mobility needs of students with disabilities.

**7.5 Health and Counselling Support**

**a. Medical Support**

- The University medical centre shall ensure accessibility and priority medical attention for persons with disabilities.
- Periodic health and wellness camps shall include free check-ups, assistive device assessments, and therapy sessions for Divyangjan students and employees.



**b. Counselling Services**

- The University's counselling cell shall provide confidential, disability-sensitive psychological support.
- Trained counsellors shall address issues related to adjustment, anxiety, or discrimination that may affect Divyangjan members.

**c. Medical Insurance and Assistance**

- The University shall explore group medical insurance schemes that include coverage for disability-related health needs and assistive devices.

**7.6 Awareness, Training, and Sensitization**

**a. Faculty and Staff Development**

- Regular capacity-building workshops shall be organized to train faculty and administrative staff on inclusive pedagogy, communication etiquette, and legal obligations under the RPwD Act.
- The Divyangjan Cell shall collaborate with national bodies like NCPEDP or Department of Empowerment of Persons with Disabilities (DEPwD) for specialized training.

**b. Student Sensitization**

- Orientation sessions at the beginning of each semester shall include segments on inclusivity and respect for persons with disabilities.
- Cultural clubs and student unions shall be encouraged to include Divyangjan students in planning and leadership roles.

**c. Observances and Awareness Events**

- The University shall observe the International Day of Persons with Disabilities (3 December) with talks, exhibitions, and recognition of achievements by Divyangjan students and employees.
- Annual inclusion campaigns shall highlight accessibility improvements and success stories.

**7.7 Confidentiality and Dignity**

**a. Data Privacy**

- Any disability-related information collected during admission or employment shall be treated as confidential.
- Such information shall only be shared with authorized personnel directly involved in the accommodation process.



**b. Consent and Disclosure**

- No disclosure of an individual's disability status shall be made without prior written consent from that individual.
- Participation in awareness activities or media coverage shall be voluntary.

**c. Respect and Dignity**

- All interactions, whether academic or professional, shall uphold the dignity and autonomy of Divyangjan members.
- Derogatory remarks, insensitive behaviour, or discriminatory actions shall be treated as misconduct under university disciplinary rules.

**d. Safe and Supportive Environment**

- The University shall maintain a zero-tolerance policy against harassment or exclusion of Divyangjan students or staff.
- A grievance mechanism under the EOC shall ensure quick redressal of any violations of dignity or rights.

**8. Grievance Redressal**

- A dedicated Grievance Redressal Committee for Divyangjan shall be constituted under the EOC to address complaints related to discrimination, accessibility, or denial of accommodation.
- The committee shall resolve issues within 30 working days from receipt of complaint.
- Appeals may be made to the Registrar and, if unresolved, to the Vice-Chancellor.

**9. Monitoring and Review**

- The Divyangjan Cell shall submit an annual inclusion report to the IQAC summarizing support measures, accessibility improvements, and future plans.
- The policy shall be reviewed every three years, or earlier if required by law or university needs.
- Progress indicators may include:
  - Number of students and staff with disabilities enrolled/employed.
  - Accessibility audits completed.
  - Training and awareness programs conducted.



#### **10. Responsibility**

| Role                  | Responsibility   |
|-----------------------|--|
| Vice-Chancellor       | Overall oversight and approval of policy implementation      |
| Registrar             | Administrative coordination and compliance monitoring        |
| Divyangjan Cell / EOC | Nodal implementation, accommodation support, data management |
| Deans / HoDs          | Ensuring department-level inclusion and awareness            |
| IQAC                  | Annual monitoring, audit, and policy review                  |
| HR Department         | Ensuring inclusive employment and workplace adjustments      |