

Equal Opportunity Policy for Persons with Disabilities

Effective Date: 12th Dec 2025

At Orbital Electromech Engineering Projects Private Limited (“Company,” “we,” or “us”), we are committed to providing equal opportunities in creating an inclusive workplace in which everyone is treated with respect and dignity.

This equal opportunity policy for persons with disabilities (“EOP”) is in accordance with the provisions of the Rights of Persons with Disabilities Act, 2016 and the Rights of Persons with Disabilities Rules, 2017 as may be amended from time to time (“RPwD Act”).

Scope

The EOP applies to all employees (permanent or fixed-term) and consultants of the Company, including our management, employees, workers, contractors, support staff, administrative personnel, part-time personnel, and interns (“Member(s)”).

Objective of the RPwD Act

The objective of the RPwD Act is to ensure that all persons with disabilities can lead their lives with dignity, without discrimination and with equal opportunities. The RPwD Act lays down specific provisions to uphold such rights. It incorporates the rights of persons with disabilities covered under the United Nations Convention on the Rights of Persons with Disabilities, to which India is a signatory.

Definitions as per the RPwD Act

“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.

“Person with disability (“PWD”)” 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.

“Specified disabilities” are the disability categories mentioned in the schedule of the RPwD Act and include physical disability including inter alia locomotor disability, visual impairment, hearing impairment and speech and language disability, intellectual disability including inter alia specific learning disabilities and autism spectrum disorder, mental illness, disability caused due to chronic neurological conditions and blood disorder and multiple disabilities (more than one of the above specified disabilities).

Objective of the EOP

The objective of this EOP is to ensure that PWD enjoy the right to equality, life with dignity and respect equally with others. This EOP is consistently applied throughout the period of engagement of a Member, right from the recruitment process till termination of engagement of a Member, either voluntarily or by the Company. Consistent with this EOP, the Company is committed to making decisions to engage Members based on merit, qualifications, business needs and other job-related criteria.

We will take all actions to ensure that a conducive environment is provided to PWD to perform their role and excel in the same.

Facilities and amenities

The Company aims to ensure that the physical infrastructure (buildings, furniture, facilities and services in the building) adheres to accessibility standards.

Appropriate facilities and amenities, where required, will be provided to PWD to enable them to effectively discharge their duties in the Company. Accessible infrastructure at the Company may include ramps in buildings, pathways, accessible common areas, accessible workstations, screen readers, mobility support including wheelchair(s) and other assistive devices, as may be needed. Information essential to the workplace such as job instructions, information of support facilities, grievance procedures would be communicated by us to PWD in a form and manner which ensures that they are fully informed.

Provision will be made for an accessible environment and the availability of assistive devices as required. The Company aims to provide suitable infrastructure subject to practical feasibility to enable PWD to have access to common facilities including physical environment, information and technologies and systems without any inconvenience.

Grievance redressal mechanism

A grievance redressal mechanism shall be made available to PWD, ensuring that any grievance concerning the selection of such Members, training, promotion, leaves and other day-to-day activities are dealt with in a fair and equitable manner free from any discrimination. No opportunity shall be denied to PWD, merely on the ground of a disability. We will collect and maintain data of PWD in relation to their engagement with the Company, facilities provided and other necessary information confidentially.

Positions and manner of selection

The positions for which PWD may be considered would be identified by the head of Human Resources department at the Company ("HR"). The PWD being considered for such a position would be notified of the recruitment and selection process as well as other rules of engagement by the Company accordingly. The nature of job assigned to such Members shall be commensurate with their abilities. Reasonable accommodations or adjustments will be considered to job applicants with disabilities on request by contacting the HR.

Communication / publication of EOP

The EOP will be made available on the Company's website to all Members. It will also be available at a conspicuous place at all Company premises.

Liaison officer

The Company has appointed Mrs. Pallavii Choube as a liaison officer who will be responsible for taking initiative and providing the requisite support needed to execute the goals of an inclusive and accessible workplace and reasonable accommodation.

Interpretation and guidance

In the event that any additional guidance and/or further interpretation of the EOP is required, a Member may reach out to the below mentioned HR representative of the Company.

Contact person : Mrs. Pallavii Choube

Designation : HR- Manager

Email: pallavii@orbital.com

Contact :- 8380069218

