

## **General Notes on the Policy on Employment of Persons with Disabilities**

- (a) As an Equal Opportunities Employer, The Legislative Council Commission is committed to eliminating discrimination in employment. The vacancies advertised are open to all applicants meeting the basic entry requirements irrespective of their disability.
- (b) When recruiting staff to work in the Legislative Council Secretariat ("the Secretariat"), the Commission has a preferential appointment procedure for candidates with disabilities.
- (c) Where a large number of candidates meet the specified entry requirements, the Secretariat may devise shortlisting criteria to select the better qualified candidates for further processing. In these circumstances, only shortlisted candidates will be invited to attend the written test/skill test/selection interview.
- (d) It is the Secretariat's policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/she will be invited to attend the written test/skill test/selection interview without being subject to further shortlisting.
- (e) It is optional for an applicant to indicate whether he/she has a disability and its nature and to indicate whether he/she wishes to be considered under the preferential appointment procedure for persons with disabilities, in which case relevant information may be required as proof of the candidate's disabilities.