

## 3.5 Whether information manual/ handbook available free of cost

### 3.5.1 List of materials available Free of cost

Following are the list of manual / handbook available on HAL website under respective tabs / section which can be downloaded free of cost:

|                                                                                    |                                                                                                                                                                                                                             |
|------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| • Annual Reports                                                                   | <a href="https://www.hal-india.co.in/investors/annual-report">https://www.hal-india.co.in/investors/annual-report</a>                                                                                                       |
| • Financial results                                                                | <a href="https://www.hal-india.co.in/investors/financial-results">https://www.hal-india.co.in/investors/financial-results</a>                                                                                               |
| • HAL Product Brochures                                                            | <a href="https://www.hal-india.co.in/hal-product-brochures">https://www.hal-india.co.in/hal-product-brochures</a>                                                                                                           |
| • Equal Opportunity Policy Under The Rights Of Persons With Disabilities Act, 2016 | <a href="https://hal-india.co.in/backend/wp-content/uploads/2022/12/Equal-Opportunity-Policy-for-PWDs.pdf">https://hal-india.co.in/backend/wp-content/uploads/2022/12/Equal-Opportunity-Policy-for-PWDs.pdf</a>             |
| • Manuals of Department of Expenditure                                             | <a href="https://www.hal-india.co.in/vigilance/manual-and-policy">https://www.hal-india.co.in/vigilance/manual-and-policy</a>                                                                                               |
| • HAL Vigilance Manual                                                             | <a href="https://www.hal-india.co.in/vigilance/manual-and-policy">https://www.hal-india.co.in/vigilance/manual-and-policy</a>                                                                                               |
| • CVC Vigilance Manual                                                             | <a href="https://www.hal-india.co.in/vigilance/manual-and-policy">https://www.hal-india.co.in/vigilance/manual-and-policy</a>                                                                                               |
| • HAL Whistle Blower Policy                                                        | <a href="https://www.hal-india.co.in/vigilance/manual-and-policy">https://www.hal-india.co.in/vigilance/manual-and-policy</a>                                                                                               |
| • CSR Policy                                                                       | <a href="https://hal-india.co.in/backend/wp-content/uploads/2023/01/CSR_Policy-2021.pdf">https://hal-india.co.in/backend/wp-content/uploads/2023/01/CSR_Policy-2021.pdf</a>                                                 |
| • CSR Project                                                                      | <a href="https://hal-india.co.in/backend/wp-content/uploads/2025/04/CSR-Projects.pdf">https://hal-india.co.in/backend/wp-content/uploads/2025/04/CSR-Projects.pdf</a>                                                       |
| • Annual Secretarial Compliance report                                             | <a href="https://www.hal-india.co.in/investors/annual-secretarial-compliance-report">https://www.hal-india.co.in/investors/annual-secretarial-compliance-report</a>                                                         |
| • Other Codes and Policies                                                         | <a href="https://www.hal-india.co.in/investors/code-and-policies">https://www.hal-india.co.in/investors/code-and-policies</a>                                                                                               |
| • Purchase Manual                                                                  | <a href="https://hal-india.co.in/backend/wp-content/uploads/2026/04/Purchase-Manual-with-Amdt-3_website-ver.pdf">https://hal-india.co.in/backend/wp-content/uploads/2026/04/Purchase-Manual-with-Amdt-3_website-ver.pdf</a> |
| • Works Manual                                                                     | <a href="https://hal-india.co.in/backend/wp-content/uploads/2023/11/worksmanual2023.pdf">https://hal-india.co.in/backend/wp-content/uploads/2023/11/worksmanual2023.pdf</a>                                                 |
| • Bio-Medical Waste Management Record                                              | <a href="https://www.hal-india.co.in/bio-medical-waste-management-record">https://www.hal-india.co.in/bio-medical-waste-management-record</a>                                                                               |

### 3.5.2 List of materials available at a reasonable cost of the medium

All the documents available on HAL website can be downloaded free of cost (**refer 3.5.1**)

Hard Copy of documents available on HAL website and documents which are not available in the electronic format will be charged as per the provisions of RTI Act.