

No. 10/26/95-5S.S./1252

**GOVERNMENT OF PUNJAB**  
**DEPARTMENT OF SOCIAL SECURITY AND DEV. OF WOMEN AND CHILDREN**  
**(SOCIAL SECURITY BRANCH)**

To

1. All the Heads of Departments.
2. Commissioners of Divisions.
3. Deputy Commissioners in the State and
4. Registrar, Punjab and Haryana High Court, Chandigarh.
5. Chairman, Punjab Public Service Commission, Patiala.

Dated, Chandigarh 2-5-1997

**Subject:-Reservation of vacancies in direct recruitment for the physically handicapped persons in the State.**

Kindly refer to the subject noted above.

2. Vide this circular, the instructions already issued by the State Government vide circular letter No. 13/280/81-5SW/10283 dated 24-11-1982, No. 10/26/95-5SW/201-204 dated 30-12-96 and No. 10/26/95-5SW/906 dated 16-1-1997 are being reiterated as a number of departments have indicated that they are not clear about the provisions made for the reservation of posts for handicapped persons.

3. The Government have already decided to reserve 3% vacancies in direct recruitment in Class-I, II, III and IV services for physically handicapped persons in the State. The break up of this reservation is as under :-

i) Blindness of low visions;	1%
ii) hearing impairment	1%
iii) Locomotor disability or cerebral palsy.	1%

4. The definitions of the categories of the handicapped for purpose of reservation in employment are given in Annexure 'A' which are as per provision contained in "The Persons with Disabilities (Equal opportunities, protection of Right and Full participation), Act, 1995."

5. The above percentage of reservation should be implemented by means of a 100 point roster and vacancies falling at point 11,40 & 71 be reserved for the above three categories respectively.

6. The reservation made for the categories of handicapped persons mentioned above is interchangeable amongst themselves, if candidates belonging to a category are not available or if the nature of vacancies in an office is such that a given category of persons cannot be employed.

7. If a vacancy reserved for the handicapped persons is not filled, the reservation shall be carried over for a **period of upto three recruitment years**. Any recruitment of the physically handicapped candidates will first be counted against the additional quota brought from previous years if any, in their chronological order. If such candidates are not available for all the vacancies, the other vacancies carried forwarded should be filled first and the comparatively later vacancies carried forward.

8. The physically handicapped persons may be given the age concession of 10 years over and above the existing upper age **limit for direct recruitment 'to class III and IV posts'** as already provided in Punjab Government letter No. 2417-GSII-66/16248 dated 4-5-86.

9. Principal Medical Officer/Chief Medical Officer/Civil Surgeon as the case may be of the District or place of which; the applicant is a permanent resident or class-I Medical Officer of any Government Medical Institution/Hospital shall be competent to issue the certificate of being handicapped but otherwise fit for Civil Employment against the post applied for as already provided vide Punjab Government letter No. 18/11/82-5PP/5043 dated 20-4-82, Such a certificate would be sufficient for entitlement age concession and employment as provided in Punjab Government letter No. 266 (GOIO-2GSII-78/4232, dated 8-2-1978, issued by the Chief Secretary to Govt. of Punjab.

10. In the matter of appointment priority provided vide Circular No. 18/14/86-5PP(1703)/5964 dated 24-4-86 from the Department of Personnel and Administrative Reforms addressed to all Heads of Departments etc. is to be given to all handicapped persons. Vide this circular the suitability of the persons may be adjudged by the appointing authority and it shall not be necessary to get the approval of the Subordinate Service Selection Board or the Departmental Selection Committee, as the case may be, nor would the registration at the Employment Exchanges be required for making appointments on the basis of the above priority list against Class III and Class IV service or posts.

11. Where a Department considers that it is not possible to provide reservation for the physically handicapped persons to the extent prescribed in view of the nature of duties to be performed by the employee against a particular post, the matter should be referred to the Government in the Department of Social Security and Development of Women & Children for the grant of exemption from reservation indicating the name and nature of the post with ample justification in support of its proposal. The vacancies reserved for the physically handicapped persons should not be de-reserved but are to be carried forward by the appointing authorities at their own until prior approval of the Government in the Department of Social Security and Development of Women and Children is obtained for dereserving the same.

12. The handicapped employee found physically unfit is to be covered under section 47 (I) of "The Persons with Disability (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995" and is to be shifted to another identical/equivalent post for which he may be found suitable. Promotion can-not also be denied to a person on the ground of disability.

Sd/-

GURBINER CHAHAL  
Principal Secretary to Govt. Punjab.  
Department of Social Security and  
Development of Women & Children.

Dated, Chandigarh  
the 28th April, 1997.

A copy is forwarded to all the Financial Commissioners, Principal Secretaries and Administrative Secretaries to Govt. of Punjab for information and necessary action.

Sd/-  
Joint Secretary,

To

- i) All the Financial Commissioners and Principal Secretaries, and
- ii) All the Administrative Secretaries to Govt. Punjab.

U.O. No. 10/26/95-5 S. S./1253

Dated, Chandigarh the 2nd May, 1997.

Endst. No. 10/26/95-5 S. S./1254

Dated, Chandigarh the 2nd May, 1997.

A copy is forwarded to all Autonomous bodies under the control of State Government.

Sd/-  
Joint Secretary.

## ANNEXURE 'A'

**Definitions of The Categories of the Handicapped for Purpose of Reservation  
in Employment.****THE BLIND :**

The blind are those who suffer from either of the following conditions:-

- a) Total absence of sight.
- b) Visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses;
- c) Limitation of the field of vision subtending an angle of 20 degrees or worse.

**THE DEAF**

The deaf are those in whom the sense of hearing is non functional for ordinary purposes of life. They do not hear understand sounds at all events with amplified speech. The cases included in this category will be those having hearing loss more than 60 decibels in the better ear (profound impairment) in the conversational range of frequencies.

**ORTHOPAEDICALLY HANDICAPPED :**

The orthopaedically handicapped are those who have a physical defect or deformity not less than 40% which causes an interference with the normal functioning of the bones.