

No. 36035/6 /2012-Estt.(Res.)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

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North Block, New Delhi  
Dated 26<sup>th</sup> November, 2012

**OFFICE MEMORANDUM**

Subject : Filling up of vacancies reserved for Persons with Disabilities- reg.

The undersigned is directed to refer to this Department's O.M. No.36035/3/2004-Estt.(Res.) dated 29.12.2005 regarding reservation for Persons with Disabilities in posts and services under the Central Government. The O.M. contained instructions, inter alia, on carry forward of reservation of Persons with Disability (PwD) .

2. Extant instructions provide for ensuring that Persons with Disabilities get a fair opportunity in consideration for appointment to an identified post. The following points are required to be kept in view while sending the requisition notice to the Employment Exchange, the SSC, the UPSC etc. and while advertising the vacancies :-

- (i) Number of vacancies reserved for SCs/STs/OBCs/Ex-servicemen/Persons suffering from Blindness or Low Vision /Persons suffering from Hearing Impairment/Persons suffering from Locomotor Disability or Cerebral Palsy should be indicated clearly.
- (ii) In case of vacancies in posts identified suitable to be held by persons with disability, it shall be indicated that the post is identified for persons with disabilities suffering from blindness or low vision; hearing impairment; and/or locomotor disability or cerebral palsy, as the case may be, and that the persons with disabilities belonging to the category/categories for which the post is identified shall be allowed to apply even if no vacancies are reserved for them. Such candidates will be considered for selection for appointment to the post by general standards of merit.
- (iii) In case of vacancies in posts identified suitable for persons with disabilities, irrespective of whether any vacancies are reserved or not,

the categories of disabilities viz blindness or low vision, hearing impairment and locomotor disability or cerebral palsy, for which the post is identified suitable alongwith functional classification and physical requirements for performing the duties attached to the post shall be indicated clearly.

- (iv) It shall also be indicated that persons suffering from not less than 40% of the relevant disability shall alone be eligible for the benefit of reservation.

3. Concerted efforts should be made to fill up the backlog reserved vacancies for Persons with Disabilities at the earliest.

4. The instructions contained in the aforesaid OM dated 29<sup>th</sup> December, 2005 should be followed scrupulously.



(Sharad Kumar Srivastava)

Under Secretary to the Govt. of India

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To

1. All the Ministries/Departments of the Government of India.
2. All Officers and Sections in the Ministry of Personnel, Public Grievances and Pensions and all attached/subordinate offices of this Ministry.
3. Department of Financial Services, New Delhi.
4. Department of Public Enterprises, New Delhi.
5. Railway Board.
6. Union Public Service Commission/Supreme Court of India/Election Commission/Lok Sabha Secretariat/Rajya Sabha Secretariat/Cabinet Secretariat/ Central Vigilance/Commission/President's Secretariat/Prime Minister's Office /Planning Commission.
7. Staff Selection Commission, CGO Complex, Lodhi Road, New Delhi.
8. Ministry of Social Justice and Empowerment, Shastri Bhavan, New Delhi.
9. Office of the Comptroller and Auditor General of India, 10, Bahadurshah Zafar Marg, New Delhi-110002.
10. CBI, LBSNAA, SSC, ISTM, PESB, Central Sectt. Library, MHA Library.
11. Information and Facilitation Centre, DOPT, North Block, New Delhi.
12. NIC for uploading on the website.