

CSIR-CENTRAL ELECTRONICS ENGINEERING RESEARCH INSTITUTE

No. 4/2-2/20/2025-E.I

Date: 24.04.2025

OFFICE MEMORANDUM

Sub: Instructions for Persons with Benchmark Disabilities for appearing in Written Examination (Advt No 01/2025) - reg.

The facility of compensatory time and assistance of scribe to eligible Persons with Benchmark Disabilities (PwBDs) for Writing Examination in respect of Advt. No. 01/2025 shall be in accordance with the guidelines issued by Department of Empowerment of Persons with Disabilities (DoEPD), M/o Social Justice OM No. 34-02/2015-DD-III dated 29.08.2018 & dated 29.08.2018. Important instructions are as under:

1. In case of persons with benchmark disabilities (PwBD) in the category of blindness, locomotor disability (**Both Arms affected-BA**) and Cerebral Palsy, the facility of scribe is provided, if desired by the candidate.
2. In case of remaining categories of persons with benchmark disabilities (PwBD), the facility of scribe will be provided on production of a certificate at the time of examination to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his behalf, from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government health care institution as per proforma at **Annexure-I**.
3. The candidate will have the discretion of opting for his own scribe.
4. In case scribe is provided by the Institute, the qualification of the scribe shall not be more than the minimum qualification criteria of the examination. However, the qualification of scribe shall be at least matriculate.
5. The qualification of the scribe shall be one step below the qualification of the candidate taking the examination.
6. The candidates with benchmark disabilities (PwBD) opting for own scribe shall be required to submit details of the scribe at the time of examination as per proforma at **Annexure-II**
7. A photocopy of the ID proof(s) of the scribe signed by the candidate as well as the scribe will also be submitted along with proforma at **Annexure-II**
8. A compensatory time of 20 minutes per hour of examination will be provided to the persons who are allowed use of scribe. In case the duration of the examination is less than an hour, then the duration of additional time shall be allowed on pro-rata basis. Additional time shall not be less than 5 minutes and shall be in the multiples of 5.
9. The candidates who are eligible for use of scribe but not availing themselves of the facility of scribe will also be given compensatory time as indicated in the previous para.
10. No attendant other than the scribe for eligible candidates will be allowed inside the Examination Hall.
11. The other instructions will be as per the OM dated 29.08.2018 cited in first para.
12. The facility of compensatory time and assistance of scribe to eligible Persons with Benchmark Disabilities (PwBDs) who have disability less than 40%, will be governed in accordance with the OM No. 29-6/2019-DD-III dated 10.08.2022 of Department of Empowerment of Persons with Disabilities, M/o Social Justice & Empowerment.
13. The candidate shall be responsible for any misconduct on the part of the scribe brought by him during the examination.
14. A person acting as a Scribe for one candidate cannot be a Scribe for another candidate in same examination.
15. The scribe arranged by the candidate should not be a candidate in respect of the Advt. No. 01/2025.


(Controller of Administration)

Encl.:

1. Annexure-I
2. Annexure-II