

From

The Secretary,
Haryana Staff Selection Commission,
Bays No. 67-70, Sector-2,
Panchkula

To

All Principal/Center Superintendent
of Examination Centers

Memo No. 1/09/2016-1Exam/**6089**
Dated Panchkula, the 13th September 2019

Subject: - Guidelines for conducting written examination for Persons with Benchmark disabilities of Haryana Staff Selection Commission.

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Reference on the subject cited above.

2. In this regard, in case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arm affected-BA) and cerebral palsy, the facility of scribe/reader/lab assistant shall be given, if so desired by the person.
3. The candidate shall have the discretion of opting for his own scribe. The qualifications of the scribe should be as follows:

Essential Qualification of Post for which exam is to be conducted	Scribe Qualification
Matriculate/12th or equivalent	Should not be more than matriculate
Graduation or above	Should not be more than 12th

4. The Persons with Benchmark disability (Blind/Visually Handicapped/Locomotor disability-both arm affected, Cerebral palsy) who wants the help of a scribe to write his/her paper will have to apply to the Centre Superintendent for the permission of a scribe separately, 30 min before the entry time of examination along with the relevant documents i.e. Request, Disability certificate issued by Medical Board constituted by the Chief Medical Officer of the concerned district, Adhar card of candidate and Scribe, and self attested affidavit mentioning that he is a Blind/Visually Handicapped/Locomotor disabled candidate. A similar self attested affidavit from the scribe shall also be required to be submitted to the Centre Superintendent along with the application. Such candidates will be allowed extra time/compensatory time @ 20 minutes per hour. Such permission will be granted by the Centre Superintendent after checking the documents.
5. The word "extra time or additional time" that is being currently used should be changed to "compensatory time" and the same should not be less than 20 minutes per hour of examination for persons who are allowed use of scribe.
6. All the candidates with benchmark disability not availing the facility of scribe may be allowed additional time of minimum of one hour for examination of 3 hours duration or 20 minutes per hour.
7. Centre Superintendent shall be directed to make sitting arrangement preferably at the ground floor for physically handicapped candidates".

**"person with benchmark disability" means a person with not less than forty per cent. of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority

-Sd/-
Controller of Examination (COE),
for Secretary, Haryana Staff Selection Commission
Panchkula.