



অসম লোকসেৱা আয়োগ
ASSAM PUBLIC SERVICE COMMISSION
Jawaharnagar, Khanapara, Guwahati-781 022

No.5PSC/ E-13/ 2017-18

13th Nov.
Dated Guwahati, the 24th October/2017

NOTIFICATION

The APSC after careful consideration of the guidelines for written Examination for persons with Disabilities (PWD) issued by the Govt. of India, Ministry of Social Justice and Empowerment Department of Disabilities Affairs, New Delhi issued vide O.M. No. F. No.16-110/ 2003-DD-III dated 26th Feb./2013 is pleased to make the following provision/ criteria to be followed by the Commission in the written examination (both regular and competitive) for persons with disability as recommended by the Chief Commissioner of Persons with Disability (CCPD) :-

1. The Persons with Disability of 40% or more can avail the facilities of Scribe/ Reader/ Lab. Assistant if so desired by the person.
2. The candidates can opt for his own Scribe/ Reader/ Lab. Assistant or request the Commission for the same. The Commission may identify the Scribe/ Reader/ Lab. Assistant to make panels at the District/ Division/ State level as per requirements of the examination. In such instances, the candidates will be allowed to meet the scribe a day before the examination, so that the candidates get a chance to check and verify whether the scribe is suitable or not.
3. No criteria like educational qualification, marks scored, age or other such restrictions for the Scribe/ reader/ Lab. Assistant shall be fixed. However, strong invigilation system shall be put in place, so that the candidates using Scribe/ Reader/ Lab. Assistant do not indulge in malpractices like copying and cheating during the examination.
4. There shall be flexibility in accommodating any change in Scribe/ Reader/ Lab. Assistant in case of emergency. The candidates shall be allowed to take more than one scribe/ reader for writing different papers especially for languages.
5. Persons with disabilities shall be given the option of choosing the mode for taking the examinations i.e. in Braille or in the computer or in large print or even by recording the answers as and when available.
6. The candidates shall be allowed to check the computer system one day in advance so that the problems, if any in the software/ system could be rectified where there is a computer based test.
7. The candidates shall record all necessary details at the time of filling up the forms for Scribe/ Reader/Lab. Assistant depending on his/ her requirements. The Commission will ensure availability of the services as well as question papers in the format opted for by the candidate wherever available and arrange for suitable seating of the candidates for taking the examination as per necessity.
8. The disability Certificate issued by any competent medical authority of any place of the country shall be accepted duly authenticated by the candidate.

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9. Each person with disability will be allowed "compensatory time" and the same shall not be less than 20 (twenty) minutes for each subject during examination for making use of Scribe/ Reader/ Lab. Assistant. Moreover, all the candidates with disability not availing the facility of scribe shall be allowed "additional time" of minimum 1 (one) hour for examination of 3 (three) hours duration which could further be increased on case to case basis.
10. The candidates shall be allowed to use assistive devices like taking calculator (in cases where calculators are allowed for giving exams), tailor frame, Braille slate, abacus, geometry kit, Braille measuring tape and augmentative communication devices like communication chart and electronic devices wherever applicable.
11. Proper seating arrangement (preferably on the ground floor) shall be made prior to the commencement of examination to avoid confusion or distraction during the day of the examination. The time of giving the question papers shall be marked accurately and timely supply of supplementary papers shall be ensured.
12. The Commission shall also provide reading material in Braille or E-Text or on computers having suitable screen reading software for open book examination as and when available. Similarly, online examination shall be in accessible format i.e. websites, question papers and all other study material shall be accessible as per the international standards laid down in this regard.
13. Alternative objective questions in lieu of descriptive questions shall be provided for Hearing Impaired (HI) persons, in addition to the existing policy of giving alternative questions in lieu of questions requiring visual inputs, for persons with Visual Impairment (VI).

The Scribe/ Reader/ Lab. Assistant appointed by the Commission will be paid remuneration as per rates approved by the Govt. The Commission shall not bear any expenditure in case of Scribe/ Reader/ Lab. Assistant engaged by candidate with disability.

No Supervisor shall allow entry into the examination hall of any Scribe/ Reader/ Lab. Assistant unless appointed by the Commission or chosen by the candidate with disability with prior information to the Commission. In no case, two VH candidates writing through scribe/ reader/ Lab. Assistant shall be seated in one room.

No escort with VH candidates will be allowed inside the examination premises.

Duties of Scribe/ Reader/ Lab. Assistant

The Scribe/ Reader/ Lab. Assistant will read the questions to the candidate who will clarify / state what has to be written/ indicated as answer against each question, the scribe then on the choice of the candidate will write/ indicate the answer on the answer sheet accordingly, as instructed in the Question Booklet.

An Invigilator shall exclusively be posted with every VH candidate who opted for a scribe to ensure that only the answers spelt out by the candidate are indicated by the scribe on the answer book.

The scribe will have to be present with the candidates during the full examination time. The scribe will be a person with physical fitness and should have communication skill to make the candidate understand the question.

The VH candidates desiring to engage their own scribe may approach the Commission in writing at least 20 days before the commencement of the examination with complete bio-data of the scribe.

Sd/-

Secretary
Assam Public Service Commission
Jawaharnagar, Khanapara, Guwahati-22
13th Nov,
Dated Guwahati, the 24th October/ 2017

Merno No.5PSC/ E-13/ 2017-18 (A)

Copy to :

1. The Principal Secretary to the Govt. of Assam, Deptt. of Personnel (Personnel :B), Dispur, Guwahati-6.
2. ✓ The Commissioner for Persons with Disabilities, Assam, Latakata, Basistha, Guwahati-29.
3. The Commissioner & Secretary to the Govt. of Assam, Department of Social Welfare, Dispur, Guwahati-6.
4. The P.S. to the Hon'ble Chairman, APSC for appraisal of the Hon'ble Chairman.
5. The Principal Controller of Examination, APSC for information and necessary action.
6. The Asstt. Controller of Examination, APSC for information and necessary action.
7. All Dy. Secretaries/ Under Secretaries, APSC for information and necessary action.

Secretary
Assam Public Service Commission
Jawaharnagar, Khanapara, Guwahati-22
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