



# मोहनलाल सुखाड़िया विश्वविद्यालय उदयपुर

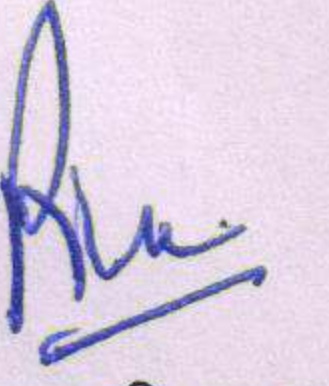
क्रमांक / मोलासुविवि / परीक्षा / 2018 / 322

दिनांक 23.02.2018

## परिपत्र

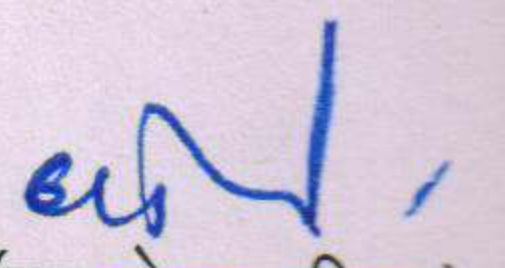
अतिरिक्त मुख्य सचिव, सामाजिक न्याय एवं अधिकारिता एवं जनजाति क्षेत्रीय विकास विभाग, राजस्थान सरकार जयपुर के पत्र दिनांक 18.01.2018 (संलग्न) एवं परिपत्र क्रमांक 19740 दिनांक 25.01.18 (संलग्न) के तहत स्व संज्ञान आदेश दिनांक 17.08.2017 (संलग्न) के द्वारा दिव्यांगजनों को दी जाने वाली विशेष रियायतें जारी की गई है जिसके तहत गार्ड लाईन के अनुसार यथा आटिस्टिक श्रेणी के परीक्षार्थियों को श्रुतिलेखक (Scribe)/ प्रोमटर चुनने की स्वतंत्रता भारत सरकार द्वारा जारी आदेश/परिपत्र के अनुसार विश्वविद्यालय के समस्त संघटक एवं सम्बद्ध महाविद्यालयों द्वारा पालना सुनिश्चित की जावे।

संलग्न :- उपरोक्तानुसार पेज सं. 1 से 10

  
(डॉ. आर.सी.कुमावत)  
परीक्षा नियंत्रक

प्रतिलिपि सूचनार्थ एवं आवश्यक कार्यवाही हेतु :-

1. अधिष्ठाता/प्राचार्य/निदेशक, समस्त संघटक एवं सम्बद्ध महाविद्यालय,
2. कुलसचिव, मो.ला.सु.वि.वि., उदयपुर
3. वित्त नियंत्रक, मो.ला.सु.वि.वि., उदयपुर
4. परीक्षा नियंत्रक, मो.ला.सु.वि.वि., उदयपुर
5. निजी सचिव, माननीय कुलपति, मो.ला.सु.वि.वि., उदयपुर
6. अनुभाग अधिकारी गोपनीय/परीक्षा विभाग, मो.ला.सु.वि.वि., उदयपुर।
7. श्री संजीव अग्रवाल, इन्चार्ज, इन्टरनेट केन्द्र, मो.ला.सु.वि.वि., उदयपुर को भेजकर लेख है कि उपर्युक्त को विश्वविद्यालय वेबसाईट पर अपलोड करावें।
8. विश्वविद्यालय हेल्प लाईन को भेजकर लेख है कि कृपया समस्त संघटक एवं सम्बद्ध महाविद्यालयों को ई-मेल द्वारा सूचित करावें।

  
(हरकेश मीना)  
उप कुलसचिव(परीक्षा)

1

To,  
**The Addl. Chief Secretary to the Govt.,**  
**Department of Social Justice Empowerment,**  
Government of Rajasthan,  
Secretariat,  
Jaipur

Jaipur  
18<sup>th</sup> January, 2018

Sub: Compliance of Suo-moto order by Hon'ble Commissioner for Specially Abled Persons, Government of Rajasthan, Jaipur. (Copy Enclosed).

Respected Sir,

With reference to the abovementioned subject, it is to bring to your kind information that Hon'ble Commissioner for Specially Abled Persons, Government of Rajasthan, Jaipur has issued a Suo-Moto Order on 17<sup>th</sup> August, 2017, (Copy Enclosed) in the matter of Scribe and Prompter, as persons with disabilities have been facing severe problems and issues in competitive and academic examinations as well. Considering the gravity of this matter and endless struggle of Persons with Disabilities, I humbly prey your honour to do the needful to provide relief by ordering the concerned authority to issue a general guidelines to provide immediate relief to PWDs (**Divyangjans**), under intimation to the undersigned.

An early action in the matter shall be highly appreciated.

With kind regards,

So

Yours faithfully,

*Bhatnagar*

Encl: 3 (THREE) Nos. Annexures.

(Pratibha Bhatnagar),

Psychological Counsellor & Spl. Educator,  
& Guardian of an Autistic Adult Son,  
14/135, Kaveri Path, Mansarovar, Jaipur-302020  
Phone: 94147-83568 Mail ID: [pbiaipur@yahoo.com](mailto:pbiaipur@yahoo.com)

URGENT.  
COE.

Please issue circular to all the colleges to this effect for implementation of compliance of suo-moto order as per the copy enclosed.

M.L.S.U.  
In w. No. 2244  
Date: 16/2/18  
SECRETARIAT, UDAIPUR

Prof. J.P. Sharma  
Vice Chancellor

PA/COE/2018/947

DREAM

Rm  
17/2

16/2

राजस्थान सरकार  
सामाजिक न्याय एवं अधिकारिता एवं जनजाति क्षेत्रीय विकास विभाग

क्रमांक : 19740

दिनांक 25/11/18

परिपत्र

दिव्यांगजन सशक्तिकरण विभाग, सामाजिक न्याय एवं अधिकारिता मंत्रालय, भारत सरकार द्वारा जारी कार्यालय आदेश क्रमांक 16-110/2003/डीडी-III दिनांक 26 फरवरी, 2013 के माध्यम से दिव्यांगजनों के द्वारा दी जाने वाली परीक्षाओं के संबंध में गाईड लाईन जारी की गई थी। इसी प्रकार केन्द्रीय माध्यमिक शिक्षा बोर्ड, दिल्ली द्वारा परिपत्र सीबीएससी/सीओओआरडी/112233/2016 दिनांक 24 जनवरी, 2017 के द्वारा कक्षा 10वीं तथा 12वीं की परीक्षाओं में दिव्यांगजनों को विशेष रियायतें प्रदान की गई हैं। यह दिशा-निर्देश वेबसाइट [www.cbse.nic.in](http://www.cbse.nic.in) एवं [www.disabilityaffairs.gov.in](http://www.disabilityaffairs.gov.in) पर उपलब्ध है।

भारत सरकार द्वारा जारी गाईड लाईन की पालना के संबंध में न्यायालय आयुक्त विशेष योग्यजन, राजस्थान द्वारा आदेश क्रमांक एफ 1( ) आईडीए/आयु.नि.जन/2017/1231 दिनांक 17.08.2017 के द्वारा स्वसंज्ञान आदेश जारी कर राज्य में आयोजित की जाने वाली सभी प्रकार की शैक्षणिक एवं प्रतियोगी परीक्षाओं जिसमें कौशल प्रशिक्षण लिखित/अलिखित/ऑनलाईन सम्मिलित है, में गाईड लाईन अनुसार व्यवस्था कराने बाबत निर्देशित किया गया था। परन्तु यह ध्यान में आया है कि राजस्थान राज्य में आयोजित की जाने वाली विभिन्न परीक्षाओं में विशेष योग्यजनों को उक्त गाईड लाईन के अनुसार रियायत नहीं दिये जाने पर उन्हें परेशानी का सामना करना पड़ रहा है।

जैसाकि सर्वविदित है कि दिव्यांगजन अधिकार अधिनियम, 2016 में 21 प्रकार की निःशक्तताओं का उल्लेख है तथा सभी बैचमार्क निःशक्तताधारी विशेष योग्यजनों को विभिन्न परीक्षाओं में गाईड लाईन अनुसार रियायत दी जानी है। यथा आटिस्टिक श्रेणी के परीक्षार्थियों को श्रुतिलेखक (Scribe)/प्रोमटर चुनने की स्वतंत्रता दी जाये। Scribe/प्रोमटर के चयन की विस्तृत प्रक्रिया उक्त दोनों गाईड लाईन में दी गयी है। अतः दिव्यांगजनों के द्वारा विभिन्न परीक्षाओं के संबंध में भारत सरकार द्वारा जारी कार्यालय आदेश तथा केन्द्रीय माध्यमिक शिक्षा बोर्ड, दिल्ली द्वारा जारी परिपत्र की राज्य में अक्षरशः पालना सुनिश्चित की जाये। उक्तानुसार पालना सुनिश्चित नहीं करने पर संबंधित के विरुद्ध नियमानुसार कार्यवाही अमल में लाई जाये।

(जे.सी. महान्ति) 25/11/18  
अतिरिक्त मुख्य सचिव

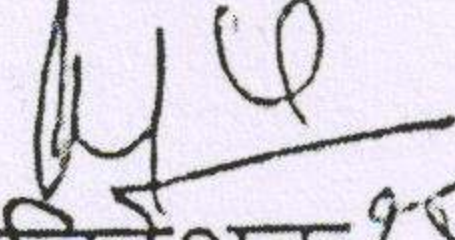
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क्रमांक : 1974-97

दिनांक 25/1/18

प्रतिलिपि : निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

1. निजी सचिव, आयुक्त (विशेष योग्यजन), राजस्थान, जयपुर।
2. रागरत अतिरिक्त मुख्य सचिव/प्रमुख शासन सचिव/शासन सचिव, शासन सचिवालय, जयपुर।
3. सचिव, राजस्थान लोक सेवा आयोग, अजमेर।
4. सचिव, राजस्थान अधीनस्थ एवं मंत्रालय सेवा चयन बोर्ड, वसुन्धरा कॉलोनी, दुर्गापुरा, जयपुर।
5. निजी सचिव, अतिरिक्त मुख्य सचिव, सामाजिक न्याय एवं अधिकारिता विभाग।
6. निजी सचिव, निदेशक एवं विशिष्ट शासन सचिव, निदेशालय विशेष योग्यजन।

  
निदेशक 25/1/18

विशेष योग्यजन


राजस्थान सरकार  
न्यायालय आयुक्त विशेष योग्यजन  
सामाजिक न्याय एवं अधिकारिता विभाग

जी-3/1, अम्बेडकर भवन (विशेष), होटल राजमहल केडीआई एरिया, जयपुर  
क्रमांक एन/ JDA/आयु.नि.जन/2017/1231 स्व संज्ञान आदेश जयपुर, दिनांक 17/8/2017


सामाजिक न्याय एवं अधिकारिता मंत्रालय, भारत सरकार द्वारा सभी प्रकार के शैक्षणिक संस्थानों, विरसविद्यालयों, लोक सेवा आयोग द्वारा सभी प्रकार की परीक्षाओं के संबंध में ऑफिस मेमोरेण्डम F.No. 16-110/2003-DD.III दिनांक 26.2.2013 जारी किया है जिनमें विशेष योग्यजनों द्वारा दी जाने वाली सभी प्रकार की शैक्षणिक और प्रतियोगी परीक्षाओं हेतु निर्देशों में अन्तर्गत नामों के प्राचार्यों, प्रा.स.वि. मुख्यालयों के प्रमुखों की सुनवाई के दौरान कुछ लक्ष्य में समस्त आदेशों/प्रतिपत्रों द्वारा रखे गये जिससे अवगत होता है कि राज्य में केन्द्र सरकार द्वारा जारी उपर्युक्त ऑफिस मेमोरेण्डम दिनांक 26.2.2013 के निर्देशों की पालना समुचित रूप से नहीं की जा रही है और इस प्रकार के धार न्यायालय में दिन प्रतिदिन बढ़ रहे हैं।

दिव्यागजन अधिकार अधिनियम, 2016 एवं वर्तमान परिस्थितियों पर विचार करने के पश्चात् अतिरिक्त मुख्य सचिव, सामाजिक न्याय एवं अधिकारिता विभाग, राजस्थान, निम्नलिखित बिन्दुओं पर यथाशीघ्र आवश्यक कार्यवाही करावे-

1. सामाजिक न्याय एवं अधिकारिता मंत्रालय, दिव्यागजन सशक्तिकरण विभाग, भारत सरकार द्वारा जारी ऑफिस मेमोरेण्डम F.No. 16-110/2003-DD.III दिनांक 26.2.2013 (प्रति संलग्न) को राजस्थान राज्य में यथाशीघ्र अधिसूचित करावे।
2. दिव्यागजन अधिकार अधिनियम, 2016 के अनुसार निष्कृता की कुछ नयी श्रेणियों को जोड़ा गया है जिसमें ऑटिज्म भी शामिल है। इनकी विशेष आवश्यकता को ध्यान में रखते हुए निम्नलिखित बिन्दुओं को भी राज्य सरकार द्वारा दिव्यागजन अधिकार अधिनियम, 2016 के संबंध में राज्य में अधिसूचित किये जाने वाले निम्न में अनिवार्य रूप से सम्मिलित किया जावे-  
(अ) ऑटिस्टिक परीक्षार्थियों को सुतलेखक (Scribe)/प्रोक्टर चुनने की स्वतन्त्रता होगी।  
(ब) ऑटिज्म एवं शैक्षणिक अक्षमता वाले अभ्यर्थी एवं उनके अभिभावकों को परीक्षा से एक दिन पूर्व कम्प्यूटर सिस्टम/बैठने की व्यवस्था का निरीक्षण करने की अनुमति दी जावे ताकि कम्प्यूटर सिस्टम/सॉफ्टवेयर/व्यवस्था में कोई भी परेशानी होने पर समय पूर्व आवश्यक सुधार किये जा सकें।  
(स) राज्य में आयोजित की जाने वाली सभी प्रकार की शैक्षणिक एवं प्रतियोगी परीक्षाओं, जिसमें कौशल परीक्षण शामिल/अतिरिक्त/ऑनलाइन सम्मिलित है, में भी उक्तानुसार व्यवस्था करावे।

  
(गनाराम पुरोहित)  
राज्य मंत्री सचिव  
आयुक्त विशेष योग्य जन  
राजस्थान  
जयपुर, दिनांक 17/8/17.

क्रमांक एन/ JDA/आयु.नि.जन/2017/1232-1242

- प्रतिलिपि निम्न को सूचना एवं आवश्यक कार्यवाही हेतु:-
1. विशेष सहायक, माननीय मंत्री, सामाजिक न्याय एवं अधिकारिता विभाग, राज. जयपुर।
  2. निजी सचिव, मुख्य सचिव, राजस्थान सरकार।
  3. निजी सचिव, अतिरिक्त मुख्य सचिव, सामाजिक न्याय एवं अधिकारिता विभाग, शासन सचिवालय, जयपुर।
  4. समस्त अतिरिक्त मुख्य सचिव/प्रमुख शासन सचिव/सहायक सचिव/उप शासन सचिव/शासन सचिवालय, जयपुर।
  5. शासन सचिव, कानूनी विभाग, सचिवालय, जयपुर।
  6. सचिव, राजस्थान लोक सेवा आयोग, अजमेर।
  7. सचिव, राजस्थान अधीनस्थ और मंत्रालय सेवा समन बोर्ड, वसुन्धरा कॉलेज, दुर्गापुरा, जयपुर।
  8. निजी सचिव, निदेशक, विशेष योग्यजन, जयपुर।
  9. प्रेषित पत्रावली।
-   
आयुक्त विशेष योग्य जन

13/6/2017 No/CBSE/AFF/ circular 13/2017

5

F.No. 16-110/2003-DD.III  
Government of India  
Ministry of Social Justice & Empowerment  
Department of Disability Affairs

\*\*\*

Shastri Bhawan, New Delhi  
Dated: 26<sup>th</sup> February, 2013

Office Memorandum

Subject: Guidelines for conducting written examination for Persons with Disabilities.

The undersigned is directed to say that Chief Commissioner of Persons with Disabilities (CCPD) in its order dated 23.11.2012 in case No. 3929/2007 (in the matter of Shri Gopal Sisodia, Indian Association of the Blind Vs. State Bank of India & Others) and in case No.65/1041/12-13 (in the matter of Score Foundation Vs. Department of Disability Affairs) had directed this Ministry to circulate guidelines for the purpose of conducting written examination for persons with disabilities for compliance by all concerned. In compliance of the above order, this Ministry hereby lays down the following uniform and comprehensive guidelines for conducting examination for the persons with disabilities as recommended by CCPD:-

- I. There should be a uniform and comprehensive policy across the country for persons with disabilities for written examination taking into account improvement in technology and new avenues opened to the persons with disabilities providing a level playing field. Policy should also have flexibility to accommodate the specific needs on case-to-case basis.
- II. There is no need for fixing separate criteria for regular and competitive examinations.
- III. The facility of Scribe/Reader/Lab Assistant should be allowed to any person who has disability of 40% or more if so desired by the person.
- IV. The candidate should have the discretion of opting for his own scribe/reader/lab assistant or request the Examination Body for the same. The examining body may also identify the scribe/reader/lab assistant to make panels at the District/Division/ State level as per the requirements of the examination. In such instances the candidates should 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.

- V. Criteria like educational qualification, marks scored, age or other such restrictions for the scribe/reader/lab assistant should not be fixed. Instead, the invigilation system should be strengthened, so that the candidates using scribe/reader/lab assistant do not indulge in mal-practices like copying and cheating during the examination.
- VI. There should also be flexibility in accommodating any change in scribe/reader/lab assistant in case of emergency. The candidates should also be allowed to take more than one scribe/reader for writing different papers especially for languages.
- VII. Persons with disabilities should 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 the examining bodies can easily make use of technology to convert question paper in large prints, e-text, or Braille and can also convert Braille text in English or regional languages.
- VIII. The candidates should be allowed to check the computer system one day in advance so that the problems, if any in the software/system could be rectified.
- IX. The procedure of availing the facility of scribe should be simplified and the necessary details should be recorded at the time of filling up of the forms. Thereafter, the examining body should ensure availability of question papers in the format opted by the candidate as well as suitable seating arrangement for giving examination.
- X. The disability certificate issued by the competent medical authority at any place should be accepted across the country.
- XI. 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 making use of scribe/reader/lab assistant. All the candidates with disability not availing the facility of scribe may be allowed additional time of minimum of one hour for examination of 3 hours duration which could further be increased on case to case basis.
- XII. The candidates should be allowed to use assistive devices like talking 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.

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XIII. Proper seating arrangement (preferably on the ground floor) should be made prior to the commencement of examination to avoid confusion or distraction during the day of the exam. The time of giving the question papers should be marked accurately and timely supply of supplementary papers should be ensured.

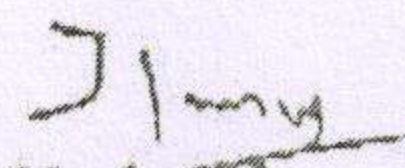
XIV. The examining body should also provide reading material in Braille or E-Text or on computers having suitable screen reading softwares for open book examination. Similarly online examination should be in accessible format i.e. websites, question papers and all other study material should be accessible as per the international standards laid down in this regard.

XV. Alternative objective questions in lieu of descriptive questions should be provided for Hearing-Impaired persons, in addition to the existing policy of giving alternative questions in lieu of questions requiring visual inputs, for persons with Visual Impairment.

2. It is requested to ensure that the above guidelines are scrupulously followed while conducting examination for persons with disabilities. All the recruitment agencies, Academics/Examination Bodies etc. under your administrative control may be advised appropriately to ensure compliance of implementing these guidelines. Action taken in this regard may be intimated to this office.

3. The above guidelines are issued with the approval of Hon'ble Minister (Social Justice & Empowerment).

Yours faithfully,

  
(Jagdish Kumar)

Deputy Secretary to the Govt. of India

To

1. Secretary of all Ministries/Department.
2. Secretary, UPSC, Shahjahan Road, New Delhi.
3. Chairman, SSC, Block No.12, CGO Complex, Lodhi Road, New Delhi-110003.
4. Chairman, University Grants Commission with a request to issue necessary instructions to all universities including Deemed Universities for compliance.
5. All National Institutes and RCI under administrative control of Department of Disability Affairs, Ministry of SJ&E, New Delhi

Copy to : CCPD, Sarojini Bhawan, Bhagwan Dass Road, New Delhi with reference to order dated 23.11.2012 in case No. 3929/2007 and in case No.65/1041/12-13.





# UNIVERSITY OF DELHI

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Ref. No. OSD(E)/2013/ 20640

Dated : 28.1.2014

## NOTIFICATION

**Subject: Guidelines for conducting written examination for persons with disabilities.**

With regard to the subject cited above, it is notified that the following examination Writing Policy for the students with disabilities has been approved by the Competent Authority of the University. The above guidelines for conducting written examination for person with disability received from the Ministry of Social Justice and empowerment, Department of Disability Affairs vide its F. No. 16-110/2013-DD.III dated 26<sup>th</sup> February, 2013. The following guideline came into implementation with immediate effect:

- I. There should be a uniform and comprehensive policy across the country for persons with disabilities for written examination taking into account improvement in technology and new avenues opened to the persons with disabilities providing a level playing field. Policy should also have flexibility to accommodate the specific needs on case-to-case basis.
- II. There is no need for fixing separate criteria for regular and competitive examinations.
- III. The facility of Scribe/Reader/Lab Assistant should be allowed to any person who has disability of 40% or more if so desired by the person.
- IV. The candidate should have the discretion of opting for his own scribe/reader/lab assistant or request the Examination Body for the same. The examining body may also identify the scribe / reader / lab assistant to make panels at the District/Division/State Level as per the requirement of the examination. In such instances the candidates should 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.
- V. Criteria like educational qualification, marks scored, age or other such restrictions for the scribe / reader / lab assistant should not be fixed. Instead, the invigilation system should be strengthened, so that the candidates using scribe / reader / lab assistant do not indulge in malpractices like copying and cheating during the examination.
- VI. There should also be flexibility in accommodating any change in scribe/ reader / lab assistant in case of emergency. The candidates should also be allowed to take more than one scribe / reader for writing different papers especially for language.



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- VII. Persons with disabilities should 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 the examining bodies can easily make use of technology to convert question paper in large prints, e-text, or Braille and can also convert Braille text in English or regional languages.
- VIII. The candidates should be allowed to check the computer system one day in advance so that the problems, if any in the software / system could be rectified.
- IX. The procedure of availing the facility of scribe should be simplified and the necessary details should be recorded at the time of filling up of the forms. Thereafter, the examining body should ensure availability of the question papers in the format opted by the candidate as well as suitable seating arrangement for giving examination.
- X. The disability certificate issued by the competent medical authority at any place should be accepted across the country.
- XI. 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 making use of scribe/reader/lab assistant. All the candidates with disability not availing the facility of scribe may be allowed additional time of minimum of one hour for examination of 3 hour duration which could further be increased on case to case basis.
- XII. The candidates should be allowed to use assistive device like talking calculator (in case 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.
- XIII. Proper seating arrangement (preferably on the ground floor) should be made prior to the commencement of examination to avoid confusion or distraction during the day of the exam. The time of giving the question papers should be marked accurately and timely supply of supplementary papers should be ensured.
- XIV. The examining body should also provide reading materials in Braille or E-text or on computers having suitable screen reading software for open book examination. Similarly online examination should be in accessible format i.e. websites, question papers and all other study material should be accessible as per the international standards laid down in this regard.



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- XV. Alternative objective questions in lieu of descriptive questions should be provided for Hearing-Impaired persons, in addition to the existing policy of giving alternative questions in lieu of questions requiring visual inputs, for persons with Visual Impairment.

It is to inform to all concerned officers to ensure that the above guidelines are scrupulously followed while conducting examination for person with disabilities. All the Departments/Colleges to ensure compliance of implementing these guidelines.

*Sumar*  
DR. SATISH KUMAR 30/01/2014  
OSD- EXAMINATIONS

*Rup Lal*  
PROF. RUP LAL 30/01/14  
DEAN -EXAMINATIONS

Note: In the case of half yearly examinations the College/Department should also follow the same guidelines, with no financial liability on the part of the University.