

SAIL – Durgapur Steel Plant (DSP)

GUIDELINES FOR USE OF SCRIBE FOR PERSONS WITH DISABILITY

Use of a Scribe / Paper Writer :

1. **A SCRIBE/PAPER WRITER**, to write the written test/examination, on behalf of a Visually impaired candidate or other physically challenged (locomotor disability, cerebral palsy etc) candidate whose writing speed is affected, may be used. In all such cases where a Scribe is used, the following rules will apply:
 - ❖ Please ensure you are eligible to use a Scribe as per the Government of India rules governing the recruitment of Persons with Disabilities.
 - ❖ The candidate will have to arrange his/her own Scribe at his/her own cost.
 - ❖ Both the candidate as well as the Scribe will have to give a suitable undertaking, in the prescribed format with passport size photograph of the scribe, confirming that the Scribe fulfils all the stipulated eligibility criteria of a scribe. In case it later transpires that the scribe did not fulfill any of the laid down eligibility criteria or had suppressed material facts, the candidature of the applicant will stand cancelled, irrespective of the result of the written examination.
 - ❖ Candidates who use a Scribe will be eligible for compensatory time @ 20 minutes for every hour of the examination.

Please fill up the **SELF DECLARATION (UNDERTAKING)** and submit along with the Admit Card.

SELF DECLARATION (UNDERTAKING)

We, the undersigned, Shri/Smt/Kum. _____, bearing Application No./ Registration No. _____, for the posts of _____ **eligible candidate** for online Computer Based Test (CBT) to be held on 31.07.2021 / 01.08.2021 / 07.08.2021 / 08.08.2021 (**Tick appropriate one**) for recruitment against advertisements of Durgapur Steel Plant (DSP) dated 24.12.2019 & 02.12.2020 and Shri/Smt/Kum. _____ **writer(scribe)** for the eligible candidate, do hereby declare that: -

1. (i) The scribe is identified by the candidate at own cost and as per own choice. The candidate is Visually impaired **or** other physically challenged (locomotor disability, cerebral palsy etc) whose **writing speed is affected** and he / she needs a writer (scribe) as permissible under the Government of India rules governing the recruitment of Persons with Disability.
- (ii) The scribe fulfills the eligibility criteria as per the guidelines. The qualification of the scribe is one step below the qualification of the candidate taking the examination.

Qualification (Step):	
Candidate	Scribe (*)

(*) Copy of academic certificate(s) of the scribe duly attested by the candidate is enclosed.

2. As per the rules, the candidate availing services of a scribe shall be allowed compensatory (extra) time of 20 minutes for every hour of the written examination.
3. In view of the importance of the time element, the examination being of a competitive nature, the candidate undertakes to fully satisfy the Medical Officer of the Organization that there was necessity for use of a scribe as his/her writing speed is affected by the disabilities mentioned in Paragraph 1 above.
4. We hereby declare that all the above statements made by us are true and correct to the best of our knowledge and belief. We also understand that in case it is detected at any stage of recruitment that we do not fulfill the eligibility norms and/or that the information furnished by us is incorrect/false or that we have suppressed any material fact(s), the candidature of the applicant will stand cancelled, irrespective of the result of the written test(s). If any of these shortcomings is/are detected even after the candidate's appointment, his/her services are liable to be terminated. In such circumstances, both signatories will be liable to criminal prosecution.
5. I, _____, (Scribe) , am not a candidate for this recruitment.
6. Any misconduct committed by the candidate scribe shall amount to a misconduct committed by the candidate who is using the scribe and is liable for disciplinary actions as deemed appropriate.
7. Scribe should also produce original identity proof issued by Govt. Authority.

Given under our signature:-

Affix recent passport size colour photograph of he Scribe	Scribe	Candidate
	Signature:	Signature:
	Name:	Name:
	Address :	Address :
	Mobile No.:	Mobile No.
		Application/ Registration No:

Signature of the invigilator