

**Regd. Office : PSEB HEAD OFFICE, THE MALL, PATIALA, 147001 (PUNJAB)  
O/o Chief Engineer/HRD (Recruitment Section)**

**GUIDELINES REGARDING USE OF SCRIBE FOR PERSON WITH DISABILITY**

**PUBLIC NOTICE FOR APPLICANTS WHO WILL APPEAR IN ONLINE TEST FOR  
RECRUITMENT IN PSPCL AGAINST CRA 293/19.**

It is stated that Visually handicapped applicants whose minimum disability is 40% can use their own scribe during online examination. In such case, the following rules will apply:-

- a) The applicants will have to arrange his/her own scribe at his/her own cost, risk and choice.
- b) Applicant should be eligible to use a scribe as per the Government rules governing the recruitment of Persons with Disabilities.
- c) Applicants having physical disability less than 40% cannot avail scribe.
- d) The scribe shall only select options suggested by the applicant given for a particular question in the online exam and should not import his/her knowledge/make any gesture/sound movement to indicate correctness to any option.
- e) Both the applicants and scribe will have to give suitable undertaking as per the prescribed performa for declaration (**Annexure-A**) and the same should be produced during online examination both by the applicant and scribe and in case it is detected at any stage of online exam and recruitment that the applicant and scribe do not fulfill the eligibility norms and/or that the information furnished by them is incorrect/false or that they have suppressed any material fact (s), the candidature of the applicant will stand cancelled, irrespective of the result of the examination. If any of these shortcoming(s) is/are detected even after the applicants appointment, his/her services are liable to be terminated. In such circumstances, both signatories will be liable for criminal prosecution and legal proceedings will be initiated.
- f) The candidature of the applicant for the online examination is entirely provisional and subject to the outcome of any direction/decision/order/pronouncement of any court of law and mere issued of Admit card or appearance at examination does not entitle him/her to any claim for the post.
- g) In case the applicant brings his scribe, the qualification of the scribe should be one step below the minimum qualification for the post.
- h) Applicant must bring Original Medical Certificate on his/her date of online exam. Applicant will not be allowed to take the assistance of scribe without having Original Medical Certificate.
- i) The applicant & scribe should report half an hour before the normal reporting time at the Exam Centre for this purpose.
- j) Both the applicant and scribe are required to bring their Aadhaar card in original and a self-attested photocopy of the Aadhaar card.
- k) The scribe should not be applicant or should not have applied for any online exam against CRA 293/19 & 294/19 nor should he/she be made scribe for more than one applicant under this recruitment.

**NOTE:**

- 1) Physically Disabled candidates of all category( Visual, hearing, Ortho) will be eligible for compensatory time of 20 minutes for every one hour of the examination.
- 2) The applicants with disability under Ortho i.e. OA, OL, OAL, BL or Hearing i.e. HH will not face any difficulty in viewing the contents of the online exam & taking the exam on computer, thus they are not eligible for the facility of scribe.

Applicant eligible for scribe	Applicant not eligible for scribe
Visual- B, LV	Hearing – HH Ortho - OA, OL, OAL, BL

- 3) It is also stated that, no post in visual category has been advertised for the post of Accounts Officer, Revenue Accountant and Superintendent Divisional Accounts thus no scribe is required for these posts.

Annexure/Declaration.

  
13/12/19  
Chief Engineer/HRD,  
PSPCL, Patiala.

**Regd. Office : PSEB HEAD OFFICE, THE MALL, PATIALA, 147001 (PUNJAB)**

**O/o Chief Engineer/HRD (Recruitment Section)**

**Please fill up the DECLARATION and submit the same to the Centre Head**

**UNDERTAKING/DECLARATION**

1. I, the undersigned, Shri/Smt./Kum \_\_\_\_\_ S/D/W/o of Shri/Smt./Kum \_\_\_\_\_ have applied to appear in the online examination for recruitment of LDC against CRA 293/19 to be held on \_\_\_\_\_ with Registration number \_\_\_\_\_ & Roll Number \_\_\_\_\_ AND Shri/Smt./Kum \_\_\_\_\_ (Scribe) S/D/W/o of Shri/Smt./Kum \_\_\_\_\_ for the name of applicant, do hereby declare that:-

I do hereby undertake that his qualification is \_\_\_\_\_ which is one step below the minimum qualification for the post. In case, subsequently it is found that his qualification is not as declared by the undersigned and is above my qualification, I shall forfeit my right to the post and claims relating thereto.

- i) That I am **blind/low vision and** need a scribe as permissible under the Government rules governing the recruitment of Physically Challenged persons.
- ii) The scribe is identified by me at my own cost and own choice.

Applicant's signature	Scribe's signature

Particulars of Scribe					
Qualification	Below Matric	Matric	10+2	Graduate	Post Graduate
Marks secured in last examination passed in his/her academic stream.					

- 2. We jointly understand that the Scribe shall only record/click the answer/option as suggested by me (applicant name \_\_\_\_\_) and shall not import his/her knowledge/make any gesture/sound or movement to indicate correctness or otherwise of any answer option.
- 3. We undertake to comply with the directions of the invigilator at the centre and try not to disturb other examinees.
- 4. Any misconduct committed by the scribe shall amount to a misconduct committed by me (applicant name \_\_\_\_\_) who is using the scribe and is liable for disciplinary action as may be deemed appropriate.

5. 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 applicant's appointment, his/her services are liable to be terminated. In such circumstances, both Signatories will be liable to criminal prosecution.

Given under our signature:-

**Photo of the scribe**

Space for pasting of recent passport size photograph of **Scribe** to be attested by Gazetted Officer

**Photo of the applicant**

Space for pasting of recent passport size photograph of **Applicant** to be attested by Gazetted Officer

Postal address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Roll No: \_\_\_\_\_

PSPCL Reg no.: \_\_\_\_\_

Postal address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mobile No: \_\_\_\_\_

Mobile No: \_\_\_\_\_

Signature of the Scribe

Signature of the Applicant