

F.No.85(133)-SW/DC/2017(Vol-III)/PART 12545
GOVERNMENT OF TRIPURA
DEPARTMENT OF SOCIAL WELFARE & SOCIAL EDUCATION

Dated, Agartala, the 07/09/2021

OFFICE MEMORANDUM

Subject: Modification of the Guidelines and Modalities for Effecting Reservation for the Persons with Benchmark Disabilities-reg.

Office Memorandum was issued vide F.No.85(133)-SW/DC/2017(Vol-III)/934 dated 9th January, 2019 wherein it has been mentioned "In case of direct recruitment, four percent of total no. of vacancies to be filled up by direct recruitment, in the cadre strength in each group of posts i.e. Group A, B, C and D shall be reserved horizontally for persons with benchmark disabilities."

In addition to the horizontal reservation for persons with benchmark disabilities for posts to be filled up by direct recruitment, 4% reservation shall also apply to each post to be filled up by promotion in the cadre strength in each group of posts i.e. Group A, B, C & D horizontally for persons with benchmark disabilities.

Unless excluded under the provision of 4 (i) hereunder, against the posts identified for each disabilities of which, one per cent each shall be reserved for persons with benchmark disabilities under clauses (a),(b) and (c) and one per cent for persons with benchmark disabilities, under clauses (d) and (e), namely:

- (a) blindness and low vision;
- (b) deaf and hard of hearing;
- (c) locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
- (d) autism, intellectual disability, specific learning disability and mental illness;
- (e) multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness.

1. Reservation in promotion in favour of employees with disabilities (Divyangjans) is applicable to all services of State Government.
2. The existing 100-point roster already prescribed under Office Memorandum was issued vide F.No.85(133)-SW/DC/2017(Vol-III)/934 dated 9th January, 2019 shall be followed in case of promotions also.
3. Reservation in promotion in favour of employees with benchmark disabilities (Divyangjans) shall be applicable to those candidates who are otherwise fully qualified and eligible to hold the post.

Director, Dept. of Social Welfare & Social Education
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4. Reservation shall be implemented in favour of employees with benchmark disabilities (Divyangjans) in promotions to all the categories of posts in all State Government services except those exempted or may be exempted or as may be modified, as specified.
- i. If any department considers that it is not possible to provide reservation in promotions for any category of Persons with Disabilities, keeping in view the nature of duties to be performed by the employees in that particular department, the department may seek exemption from such reservation in promotions, however such exemption or modification shall be decided by an Inter Departmental Committee as specified in point 7.
 - ii. Departments who wish to seek exemptions may do so within (90) days from the date of issue of these orders during which period Reservation shall not apply to such departments for the posts identified by them for exemption. The orders issued by the Committee thereafter shall be final and further action taken accordingly.
5. While preparing the panels of eligible candidates for promotion, the names of eligible employees with disabilities (Divyangjans) from the feeder category have to be shown against the roster points earmarked for them irrespective of their seniority position in the feeder category. However, if a disabled employee gets higher place in the eligible candidates list by virtue of their seniority in the feeder category he/she need not be adjusted in a lower position, which is earmarked for a disabled employee as per the roster system. Such roster point has to be filled up by moving up an employees with disabilities (Divyangjans) who is below in the seniority list in the feeder category. Filling up the roster points shall continue until the required percentage of disabled candidates is obtained. Once the required percentage is obtained by taking into account the candidate who are found in the list of the candidates fit for promotion on account of their seniority in the feeder category and those who are moved up to fill up the required roster point, further adjustment of employees with disabilities (Divyangjans) against the roster points has to be stopped. Unutilized roster points after the required employee's with disabilities (Divyangjans) percentage is met, shall lapse.
6. Where in any recruitment year any vacancy cannot be filled up due to non-availability of a suitable person with benchmark disability or for any other sufficient reasons, such vacancy shall be carried forward in the succeeding recruitment year and if in the succeeding recruitment year also suitable person with benchmark disability is not available, it may first be filled by interchange among the five categories and only when there is no person with

disability available for the post in that year, the employer shall fill up the vacancy by appointment of a person, other than a person with disability:

Provided that if the nature of vacancies in an establishment is such that a given category of person cannot be employed, the vacancies may be interchanged among the five categories with the prior approval of the appropriate Government.

7. When any department considers that it is not possible to provide reservation for any category of Persons with Disabilities or that the extent of disability needs to be specified, keeping in view the nature of duties to be performed by the employees in that particular department, the department may seek exemption from such reservation. Such exemption shall however be decided by the following Inter Departmental Committee:-

- a. The Principal Secretary/Secretary to Government : Chairman
Department for Social Welfare & Social Education.
- b. The Principal Secretary/Secretary to Government : Member
General Administration(Personnel & Training)Department
- c. Principal Secretary/Secretary to the Government : Member
or his nominee of the department concerned who sought exemption.
- d. The Director, Family Welfare & Preventive Medicine : Member
- e. The Director, Social Welfare & Social Education: Member
Tripura Secretary
8. All the Departments of Secretariat, Head of Departments, all the District Collectors and all the authorities concerned in the State, shall take further necessary action accordingly, to implement the above orders.

Jitendra Kumar Sinha
JITENDRA KUMAR SINHA
PRINCIPAL SECRETARY TO THE
GOVERNMENT OF TRIPURA

Copy to:

1. The Addl. Chief Secretary/Principal Secretary/ Secretary to the Hon'ble Governor, Tripura.
2. The Addl. Chief Secretary/Principal Secretary/ Secretary to the Chief Minister, Tripura.
3. The PS to the Chief Secretary of Tripura
4. All Departments of Govt. of Tripura. *Director, Information Technology*
5. Department of Finance, Govt. of Tripura, New Capital complex, Agartala, West Tripura.
6. Tripura Public Service Commission/High Court of Tripura/ State Election Commission, Tripura/ Tripura State Assembly Secretariat/ State Vigilance Commission/ Department of Planning/GA(P&T).
7. Teacher's Recruitment Board of Tripura, Agartala.
8. Office of the State Commissioner for Persons with Disabilities, Tripura, Agartala.
9. Office of the Auditor General, Tripura, Agartala.
10. **The Director, NIC Tripura - with the request to immediately place this OM on the website of this Department ("what's new" tab) for information n of all concerned.**

Jitendra
21.9/21
JITENDRA KUMAR SINHA
PRINCIPAL SECRETARY TO THE
GOVERNMENT OF TRIPURA