

**MOST IMMEDIATE**

No.7/5/2010-CS-I(A)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training

Lok Nayak Bhavan, Khan Market,  
New Delhi, dated 10<sup>th</sup> March, 2010.

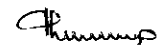
**OFFICE MEMORANDUM**

Subject: Reservation Roster of Assistants with Disabilities.

The undersigned is directed to say that the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 which came into existence on 1.1.1996 provides for reservation of 3% of vacancies for persons with disabilities of which 1% each shall be reserved for persons suffering from (i) blindness or low vision; (ii) hearing impairment; and (iii) locomotor disability or cerebral palsy in case of direct recruitment to identified group A, B, C and D posts and also in case of promotion upto Group 'C' posts. As such, all establishments are required to prepare the reservation roster register as provided in this Department's O.M. No.36035/3/2004-Estt.(Res.) dated 29.12.2005 starting from the year 1996.

2. It has already been decided by this Department with the approval of competent authority that preparation of post based reservation roster in the grade of Assistant of CSS will be maintained on a centralised basis in the CS Division for the Select List year 2007 onwards for calculation of category-wise vacancies. As there is a provision of reservation of 3% of vacancies for persons with disabilities in case of direct recruitment, there is a need to know the details of DR Assistants appointed under the physically handicapped quota in different Cadre Units since 1.1.1996 to enable this Department to prepare the Reservation Roster for Assistants with Disabilities.

3. All the Cadre Units of CSS are requested to furnish the details (in the enclosed proforma) of DR Assistants appointed under the PH quota since 1.1.1996 to this Division by 31<sup>st</sup> March, 2010, positively to enable this Department to prepare the reservation roster on a centralised basis. In case there are no DR Assistants in any Cadre Unit falling under the 'Disabled' category, a 'NIL' report may be furnished by the due date. It is requested that the matter may be given **TOP PRIORITY**.



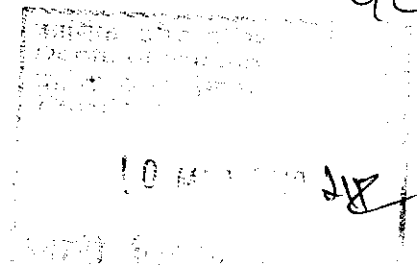
(K. Suresh Kumar)

Under Secretary to the Government of India

Tele: 24642705

To

The Director/Deputy Secretary(Admn./Estt.)  
All Cadre Units of CSS



**RESERVATION ROSTER OF DIRECT RECRUIT ASSISTANTS WITH DISABILITIES**  
**DETAILS OF DR ASSISTANTS APPOINTED UNDER THE PH QUOTA SINCE 1.1.1996**

Select List Year	Whether identified suitable for Persons with Disabilities suffering from			Unreserved Or Reserved *	Gen/SC/ST/OBC	Name of the person appointed and date of appointment	Whether the person appointed is VH/HH/OH or None **	Remarks, if any (Resignation, Death, etc. with date)
	VH	HH	OH					

\* If identified reserved, write VH/HH/OH, as the case may be, otherwise write UR.

\*\* Write VH, HH, OH or None, as the case may be.

**NOTE:** VH, HH, OH stands for Visually Handicapped, Hearing Handicapped and Orthopaedically Handicapped.