

SCRIBE DECLARATION FORM – SSO 2018 MAIN-EXAM



EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN, C.I.G. MARG, NEW DELHI-110002

Tel. : 011 – 23219513, www.esic.nic.in

NOTICE

RECRUITMENT OF SOCIAL SECURITY OFFICER / MANAGER GRADE-II / SUPERINTENDENT – 2018 IN ESI CORPORATION

The Phase – II Main Examination for the Recruitment to the post of Social Security Officer (SSO)/Manager Gr. II/Suptd. - 2018 is scheduled to be held on 15th December, 2018. The link for downloading Call Letter for appearing in Phase-II Main Examination is already available on ESIC website.

Appended below is '**Scribe Declaration Form**' to be submitted by the candidate using Scribe as per guidelines/instructions given in the form on the day of examination i.e. 15th December, 2018 at Examination Center.

As per Govt. of India, Ministry of Social Justice & Empowerment OM F. No. 34-02/2015-DD-III, dated: 29th August, 2018 - ***“the candidate should have the discretion of opting for his own scribe/reader/lab assistant or request the Examination Body for the same.”***

These instructions further provide that ***“In case the candidate is allowed to bring his own scribe, the qualification of the scribe should be one step below the qualification of the candidate taking examination.”***

As such the PWD candidates using assistance of their own Scribe must ensure that the qualification of Scribe is one step below their qualification. **In case it is found that the qualification of the Scribe is equivalent to or higher than the qualification of the candidate, his/her candidature shall be summarily rejected.**

Accordingly, PWD candidates appearing in the above examination are advised that in case they need the assistance of Scribe, they have the discretion of (1) **Opting for their Own Scribe** or (2) **they can make a request (through email/telephone/written application/personal visit) to the ESIC Regional Office of the State in which their Exam. Center is situated for providing Scribe by 10th December, 2018.**

The addresses and email ids of the concerned Regional Directors are appended below at Annexure 'A'.

Dated: 30.11.2018

Deputy Director (Rectt.)

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GUIDELINES REGARDING PERSONS WITH DISABILITIES

Those candidates who are visually impaired or affected by cerebral palsy with loco-motor impairment and whose writing speed is affected can use own scribe at own cost during the online examination. 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. ***In case the candidate is allowed to bring his own scribe, the qualification of the scribe should be one step below the qualification of the candidate taking examination. In case it is found that the qualification of the Scribe is equivalent to or higher than the qualification of the candidate, his/her candidature shall be summarily rejected.***
- * The candidate will have to arrange his own scribe at his own cost
- * The scribe can be from any academic discipline.
- * 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 for a scribe as mentioned above. Further, in case it later transpires that she/he did not fulfill any of the laid-down eligibility criteria or suppressed material facts, the candidature of the applicant will stand cancelled, irrespective of the result of the examination.
- * **Such candidate who uses a scribe shall be eligible for compensatory time of 20 minutes for every hour of the examination. (Visually Impaired candidates who do not use scribe will also be eligible for compensatory time of 20 minutes for every hour of the examination.)**
- * **Visually Impaired candidates under Blind/Low Vision, who use scribe, may skip the non-verbal questions, if any, in Test of Reasoning and questions on Table/Graph, if any, in Test of Numerical Ability. The candidates will be awarded marks for such Section based on the overall average obtained in other Sections of the respective test.**

Please fill up the **DECLARATION** and submit along with the call letter.

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DECLARATION

We, the undersigned, Shri/Smt/Kum. _____ **eligible candidate**
having qualification _____ **and Shri/Smt/Kum.** _____ **eligible**
writer (Scribe) having qualification _____ **for the eligible candidate, do hereby declare that :**

1. The scribe is identified by the candidate at his/her own cost and as per own choice.
2. In case it is found that the qualification of the Scribe is not as declared by the candidate and the qualification of the Scribe is equivalent to or higher than the qualification of the candidate, his/her candidature shall be summarily rejected. In such case the candidate shall forfeit his/her right to the post and claims relating thereto.
3. The candidate is **blind/low vision** or affected by **cerebral palsy with loco-motor impairment and his/her writing speed is affected** and she/he needs a writer (scribe) as permissible under the Government of India rules governing the recruitment of Physically Challenged persons.
4. As per the rules, the candidate availing services of a scribe is eligible for compensatory time of 20 minutes for every hour of the examination.
5. In view of the importance of the time element and 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 Point 3 above.
6. **The candidate has ensured that the scribe is not a candidate for the same recruitment exercise.**
7. **The scribe has ensured that he/she is not appearing in the same recruitment exercise.**
8. 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 (both the candidate as well as scribe in case he/she has appeared in the same examination) will stand cancelled, irrespective of the result of the examination. If any of these shortcoming(s) 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.

I, _____ (Scribe) certify that I am not a candidate for this recruitment.

(Name of Scribe)

I, _____ the candidate for this recruitment certify that I have ensured that the above

(Name of candidate)

scribe is not appearing for this recruitment.

Given under are our signature and contact details: -

	SCRIBE	CANDIDATE
	Signature:	Signature:
	Name:	Name:
	Address:	Address:
Photo of the Scribe	Contact No.:	Contact No.:

Signature of Invigilator

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ANNEXURE-‘A’

Sl. No.	Name of the ESIC Region/State for which the candidate is to be admitted in the Online Examination	Address & Contact Number of ESIC Regional Director for making request for Scribe	Email Id for making request for Scribe
1.	Andhra Pradesh	48-7-32A, Panchdeep Bhawan, ESIC Road, Gunadala, Vijaywada, Andhra Pradesh	rd-andhrapradesh@esic.in rd-ap@esic.nic.in
2.	Assam	ESI Corporation, Panchdeep Bhawan, P.O. BamuniMaidan, Guwahati-781021. Assam. Contact No. 0361-2550357	rd-assam@esic.in rd-assam@esic.nic.in
3.	Bihar	ESI Corporation, Panchdeep Bhawan, Belly Road (J. N. Marg), Opp. C.R. Building, Patna-800001 (Bihar). Contact No. 0612-2521928	rd-bihar@esic.in rd-bihar@esic.nic.in
4.	Delhi (including Greater Noida)	ESI Corporation, DDA Complex cum Office, 3 rd & 4 th Floor, Rajendra Place, Rajendra Bhawan, New Delhi – 110 008 Contact No.011-25734381,25745044	rd-delhi@esic.in rd-delhi@esic.nic.in
5.	Gujarat	ESI Corporation, Ashram Road, Navrang Marg, Ahmedabad-380014 (Gujarat). Contact No. 079-32400501	rd-gujrat@esic.in rd-gujrat@esic.nic.in
6.	Haryana	ESI Corporation, Panchdeep Bhawan, Sector-16, N.I.T., Faridabad-121002, Haryana Contact No. 0129-2282442	rd-haryana@esic.in rd-haryana@esic.nic.in
7.	Jammu & Kashmir	ESI Corporation, Regional Office, 10-B, Radha Bhawan, Shastri Nagar, Jammu – 180 004 (J & K). Contact No. 0191-2459682	rd-jnK@esic.in rd-jnk@esic.nic.in
8.	Jharkhand	ESI Corporation, Regional Office, ESI Hospital Campus, Namkum, Ranchi-834010 (Jharkhand). Contact No. 0651-2261581	rd-jharkhand@esic.in rd-jharkahnd@esic.nic.in
9.	Karnataka	ESI Corporation, Panchdeep Bhawan, No.10, Binnyfields, Binnypet, Bangalore-560023. Karnataka Contact No. 080-26740764	rd-karnataka@esic.in rd-karnataka@esic.nic.in
10.	Kerala	ESI Corporation, Panchdeep Bhawan, North Swaraj Round, Thrissur – 680020 (Kerala) Contact No. 0487-2331241	rd-kerala@esic.in rd-kerala@esic.nic.in

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11.	Madhya Pradesh	ESI Corporation, Panchdeep Bhawan, Nanda Nagar, Indore-452008 Madhya Pradesh. Contact No. 0731-2576452	rd-mp@esic.in rd-mp@esic.nic.in
12.	Maharashtra	ESI Corporation, Panchdeep Bhawan, 108, N. M. Joshi Marg, Lower Parel, Mumbai – 400013 (Maharashtra) Contact No. 022-61209777	rd-maharashtra@esic.in rd-maharashtra@esic.nic.in
13.	Orissa	ESI Corporation, Regional Office, Panchdeep Bhawan, Plot C, Unit – IX, Janpath Bhubaneswar-751022 (Orissa). Contact No. 0674-2546380	rd-orissa@esic.in rd-orissa@esic.nic.in
14.	Punjab (Including Chandigarh)	ESI Corporation, Panchdeep Bhawan, Block No.3, Sector - 19-A, Madhya Marg, Chandigarh-160020. Contact No. 0172-2544126	rd-punjab@esic.in rd-punjab@esic.nic.in
15.	Rajasthan	ESI Corporation Regional Office, Bhawani Singh Marg, Jaipur – 302001 (Rajasthan). Contact No. 0141-2385767	rd-rajasthan@esic.in rd-rajasthan@esic.nic.in
16.	Tamil Nadu	ESI Corporation, Panchdeep Bhawan, 143, Sterling Road, Chennai – 600034 (Tamil Nadu) Contact No. 044-28279952	rd-tamilnadu@esic.in rd-tamilnadu@esic.nic.in
17.	Telangana	ESI Corporation, Panchdeep Bhawan, 5.9.23, Hill Fort Road, Hyderabad-500463. Andhra Pradesh. Contact No. 040-23234319	rd-telangana@esic.in rd-telangana@esic.nic.in
18.	Uttar Pradesh	ESI Corporation, Panchdeep Bhawan, Sarvodaya Nagar, Kanpur-208005, Uttar Pradesh. Contact No. 0512-2217957	rd-up@esic.in rd-up@esic.nic.in
19.	Uttarakhand	ESI Corporation, Panchdeep Bhawan, Prem Nagar, Wing No.4, Shiv Puri, Prem Nagar, Dehradun-248007, Uttarakhand. Contact No. 0135-2771753	rd-uchal@esic.in rd-uchal@esic.nic.in
20.	West Bengal	ESI Corporation, Panchdeep Bhawan, 5/1, Grant Lane, Kolkata – 700012 (West Bengal). Contact No. 033-22259236	rd-westbengal@esic.in rd-westbengal@esic.nic.in