

## **RESERVE BANK OF INDIA: RECRUITMENT OF ASSISTANTS**

### **GUIDELINES FOR VISUALLY IMPAIRED & ORTHOPEADICALLY CHALLENGED CANDIDATES USING SCRIBE**

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:

The candidate will have to arrange for his/her own scribe at his/her own cost. Same scribe cannot be used by more than one candidate. The scribe arranged by the candidate should not be a candidate for the exam. If violation of this is detected at any stage of the recruitment process, candidature of both, the candidate and the scribe will be cancelled

1. The scribe can be from any academic discipline.
2. Both, the candidates using a Scribe and the Scribe are required to give a suitable undertaking along with the Call Letter at the time of examination. The undertaking must confirm that the scribe fulfills all the stipulated criteria as mentioned above. Further, in case it later transpires that he/she 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 online examination. Proforma of undertaking is available on RBI web site.
3. Such candidates who use a scribe shall be eligible for compensatory time of 20 minutes for every hour of the examination. However, the candidates with low vision will be allowed compensatory time while writing the examination regardless of whether they opt for amanuenses/scribe or self writing or with the help of assistive devices like magnifier.
4. Candidates eligible for and who wish to use the services of scribe in the examination should invariably carefully indicate the same in the online application form. Any subsequent request may not be favorably entertained.
5. Visually Impaired candidates (who suffer from not less than 40% of disability) may opt to view the contents of the test in magnified font. All such candidates will be eligible for compensatory time of 20 minutes for every hour of the examination. This facility (to view the contents of the test in magnified font) will not be available to Visually Impaired candidates who use services of a Scribe for the examination.
6. Candidates affected by Locomotor disability/Cerebral palsy where dominant (writing) extremity is affected to the extent of slowing performance of function (minimum 40% impairment) will also be eligible for extra time of 20 minutes per hour of examination.

The scribe will be allowed to be used as per the guidelines issued vide Office Memorandum F.No.16-110/2003-DDIII dated February 26, 2013 of Government of India, Ministry of Social Justice and Empowerment, Department of Disability Affairs, New Delhi.

**Visually Impaired candidates under Blind/Low Vision may skip the non verbal questions, and questions based on Graph and Table, if any. The candidates will be awarded marks for such Sections based on the overall average obtained in other Sections of the respective test.**

Please fill up the **DECLARATION** and submit alongwith the call-letter.

---

**DECLARATION**

We, the undersigned, Shri/Smt/Kum. \_\_\_\_\_ **eligible candidate** for the written examination for recruitment of Assistants in Reserve Bank of India, written examination to be held on \_\_\_\_\_ (date of the exam) and Shri/Smt/Kum. \_\_\_\_\_ **eligible writer (scribe)** for the eligible candidate, do hereby declare that:

- i. The scribe is identified by the candidate at own cost and as per own choice
- ii. Qualification of the candidate and the scribe are as under:

<b>Grade</b> (whether graduate, post graduate etc.)	
<b>Candidate</b>	<b>Scribe</b>

- iii. The candidate is visually impaired/affected by **cerebral palsy with locomotor impairment and his/her 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.
2. As per the rules, the candidate availing services of a scribe is eligible for compensatory time of 20 minutes for every hour of the written examination.

**Only those Visually Impaired candidates under Blind/Low Vision may skip the non-verbal questions, and questions based on Graph and Table, if any. The candidates will be awarded marks for such Sections based on the overall average obtained in other Sections of the respective test.**

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 Concerned Organization that there was necessity for use of a scribe as his/her writing speed is affected by the disabilities.
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.

**Given under our signature:-**

**Signature of the Scribe**

**Signature of the Candidate  
Roll No.:**

**Postal address:**

**Postal address:**

**STD Code ..... Phone No.....**

**STD Code ..... Phone No.....**

**PHOTO  
OF  
THE  
SCRIBE**

---

**Signature of Invigilator**