

RESOLUTION

With a view to ensuring that the orders regarding one percent reservation in Class III and Class IV services each for the Blind, the Deaf and the Orthopaedically Handicapped persons are as far as possible fully implemented it is pleased to direct as follows :

i) A 100 point roster for continuous account of the vacancies arising in Class III and Class IV posts from year to year should be kept by the appointing authorities. The 34th vacancy occurring in a particular year should be earmarked for the Blind, 67th vacancy for the Deaf and 100th vacancy for the Orthopaedically Handicapped, in a cycle of 100 vacancies. In case any of these vacancies happens to be reserved for the S.Cs, S.Ts, Ex-servicemen etc. the next clear vacancy should be reserved for the physically handicapped persons.

ii) The interee exchange of vacancies is permissible if candidates belonging to the particular category of persons are not available or if the nature of the vacancies in an office is such that a given category of persons cannot be employed.

iii) In case the vacancies reserved for these categories are not filled, the reservation should be carried over for a period upto three recruitment years.

Any recruitment of the Physically handicapped candidates will first be counted against the additional quota if any brought forward from previous years in their chronological order. If such candidates are not available for all the vacancies, the older vacancies carried forward should be filled first and the comparatively later vacancies carried forward should be further carried forward.

2. Government is further pleased to direct as follows :-

(i) A Class III or Class IV employee found medically unfit for the post he is holding and from which he is proposed to be discharged or has been discharged may, wherever practicable be considered for another identical/equivalent post for which he may be found suitable against direct recruitment quota without insisting on the condition of appointment through the Employment Exchange or the Regional Selection Board. For this purpose, his previous service under Government should be deducted from his actual age and if the resultant age does not exceed the prescribed maximum age limit by more than three years, he should be deemed to satisfy the condition of upper age limit for appointment to the post in question.

(ii) In the case of a physically handicapped Government servant retired on medical grounds, his/her son/daughter/near relative may be considered for appointment on compassionate grounds, if the family of the Government servant so retired is in great distress.

(iii) The work of reaming of chairs in Govt. offices should, as far as practicable, be entrusted to blind persons and where the volume of work justifies a full time chair reamer, regular post of chair reamer may be created.

3. In order to enable the appointing authorities to obtain and appoint physically handicapped persons, a list indicating the jobs in Class III and Class IV posts suitable for the physically handicapped persons, is attached to this Resolution as Annexure 'A'. Definitions of Sub-categories of physically handicapped persons are given in Annexure 'B' attached to this Resolution.
4. So far as posts and services under Government are concerned, these orders will apply to recruitment to posts and services which are outside the purview of the Maharashtra Public Service Commission.
5. The Mantralaya Departments are requested to take suitable steps to implement these orders so far as the Public Sector Undertakings under their administrative control are concerned.
6. The Rural Development Department is requested to issue suitable orders in respect of the posts under the Zilla Parishads.
7. The Urban Development and Public Health Department is requested to issue similar orders in respect of posts under the Municipal Corporations and Municipal councils.
8. This Resolution issues with the concurrence of the Finance Department, vide its un-official reference No. 1853/EXP-4721, dated the 4th July 1931.

By order and in the name of the Governor of
Maharashtra.

M. P. SHIRSAT,
Under Secretary to Government.

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No. EST. I. 1853.
Collector's office,
Ratnagiri, 19.12.31.

Copy forwarded for information and necessary action to :-

1. Assistant Collector, Ratnagiri (u. ca.)
2. Sub-Divisional Officer, Rapoli/Chiplun.
3. Copy by U. O. R. to Collector's S. R. for information and necessary action.
4. EST III.

Copy
for Collector, Ratnagiri.

a. 17.12.

C.N.
R.W. File.

ANNEXURE - "A"

Jobs in Class III & Class IV posts suitable for Physically
Handicapped persons.

I BLIND.

Category. : How the job is expected to be performed.
Unilate-: With Aids. With training. : With a : Mobility
-rally. Helper. not
Restricted.

1. 2. 3. 4. 5. 6.

1. Totally
Blind.

1. Steno-
graphers
(with Dicta
phone &
Digital
Typewriters)

2. Telephone
operators
(Small
Boards with
electronic
Beep &
embossed
digits).

1. Announcer
at Bus stops.
2. Comb Weaver
3. Instrumentalist
(staff Artists)
4. Masseur.
5. Musician.
6. Music
Teacher
7. Packer.
8. Primary
Teacher
(with Aids)
9. Lathe
operator
10. Press
operator.
11. Stamper.
12. Weaver.
13. Driller.
14. Filer.
15. Chipper.
16. Teacher in
Social
Science.

2. Partially
Blind.

1. Pak Messenger
2. Dispatch Clerk.
3. Garmer.
4. Gestetner
operator (with Aids).
5. Peon.
6. Receptionist
(with Aids)
7. Sweeper.
8. Waterman.
9. Waiting Room
attendants.
10. Lottery ticket
seller.

II Deaf.

1. Accounts Clerk

7. Pastry.
8. Ferro Printer.
9. Gardener.
10. Gesteometer Operator.
11. Hand Composer.
12. Key Punch operator.
13. Master Reamer.
14. Office Clerk.
15. Packer.
16. Painter.
17. Photographer.
18. Photographic Retouchers.
19. Statistical Assistant.
20. Store Keeper.
21. Sweeper.
22. Telax Operator.
23. Translator.
24. Tracer.
25. Typist.
26. Vehicle Cleaner.
27. Waterman.

2) DEAF Messenger.

3) Partially Deaf

1. Architectural Assistant.
2. Caretaker.
3. Cashier.
4. Compounder.
5. Chowdar.
6. Draughtsman.
7. Dresser.
8. Editorial Assistant.
9. Electrician.
10. Junior Engineer (Civil)
11. Laboratory Assistant (Chemical)
12. Laboratory Assistant (Clinical)
13. Laboratory Attendant.
14. Librarian (Junior)
15. Library Clerk.
16. Peon.
17. Projectionist.
18. Research Investigator.
19. Retiring Room.
20. Scientific
21. Shop Salesman.
22. Stenographer.
23. Security Guard.
24. Stamp Vendor.
25. Technical Assistant.
26. Teacher for Deaf.
27. Primary Teacher.
28. Time Keeper.

III. Orthopaedically Handicapped.

Category.	Unilate- -rally.	With Aid.	With training.	With a Helper.	Mobility not restricted.
	1.	2.	3.	4.	5.
A) Upper Extremities.					
1) Major Defects.					
					6.

A) Upper
Extremities.

1) Major Defects.

- 1) Accounts
Clerk.
2. Copy Holder.
3. Office Clerk.
4. Office
Superinten-
dent.
5. Peon.
6. Proof Reader.
7. Receptionist.
8. Stamp Vendor.
9. Watchman.

11) Minor Defects.

1. Caretaker.
2. Chowkidar.
3. Copy holder.
4. Pk Messenger.
5. Peftary.
6. Documentation
Asst. stant.
7. Editorial
Asst. stant
8. Gardner.
9. Farash
10. Gestetner
operator.
11. Jr. Engineer
(Civil)
12. Key Punch Operator.
13. Laboratory
Asst. stant (Chemical)
14. Laboratory
Asst. stant (Clinical)
15. Library Clerk.
16. Liftman.
17. Meter Reader.
18. Officer, Clerk.
19. office Aspt.
20. Peon.
21. Photographic
Retoucher.
22. Proof Reader.
23. Receptionist
24. Research
Investigator.

30. Statistical
Asst. stant.
31. Sweeper.
32. Primary Teacher.
33. Messenger.
34. Technical
Asst. stant.
35. Telephone
operator.
36. Typist.
37. Watchman.
38. Ward Boy/Ayah.
39. Wireless operator.

(B) Lower
Extremities.

1. Accounts Clerk.
2. Computer.
3. Head Composer.
4. Jr. Engineer (Civil)
(only designing jobs)
5. Key Punch operator.
6. Liftman.
7. Office Clerk.
8. Office Supat.
9. Painters.
10. Proof Reader.
11. Radio Technician.
12. Receptionist.
13. Stenographer.
14. Stamp Vendor
15. Telephone
operator.
16. Telex operator.
17. Typist.

Projectionist
(with Aid).

ii) Minor
Defects.

1. Book Binder.
2. Carpenter.
3. Cashier.
4. Compounder.
5. Commercial
Artist.
6. Presser.
7. Draughtsman.
8. Parash.
9. Ferro Printer.
10. Gestetner
operator.
11. Laboratory Asstt. (Che)
12. Laboratory Asstt.
(Clinical).
13. Packer.
14. Photographic
retoucher.
15. Teachers for Deaf.
16. Primary Teacher.
17. Race Keeper.
18. Treader.
19. Watchman.
20. Wireless
operator.

1. Architectural
Asst. stant (with aid)
2. Care taker (with Aid)
3. Chowkidar
(with aid)
4. Drafty.
5. Documentation
Asstt. (with Aid)
6. Instrumentationist.
7. Jk. Staff Artist.
7. Jr. Librarian
(with aid).
8. Library Clerk
(with Aid).
9. Musical (Staff
Artist)
10. Peon.
11. Photographer.
12. Retiring Room
Attendant.
13. Shop Selesman.
14. Statistical
Asst. stant.
15. Sweeper.
16. Technical Asst. stant.

ORTHOPAEDIC HANDICAPS

These include all types of defects, impairments, peculiarities of skeletal structure of the body (muscle bones and joints) which effect the ability of feel or move or both.

- (a) Disabilities of the upper extremities include amputation, of congenital absence of one or both arms, loss of one or more fingers, or a part below wrist, elbow or shoulder, rigidity, awkwardness, enlargement of joints twisting, wasting of some part, etc. of the body.
- (b) Disabilities of the lower extremities include similar impairments of one or both the legs as described in case of upper extremities.
- (c) Major deformities are those, due to which a person becomes dependent on others for performing activities of daily living (where the movements are very much restricted).
- (d) Minor deformities are those, due to which a person is not able to perform the jobs/work/functions in a speed/accuracy as compared to the able-bodied person but is completely independent in activities of daily living and can use some of public transport.

HEARING AND SPEECH HANDICAPS

- (a) The deaf and dumb include those who are born deaf or have been deafened at an early age resulting in simultaneous loss of speech.
- (b) The deaf include those who have lost entire hearing after having learnt speaking.
- (c) Partially deaf include those who can hear with the help of aids.

VISUAL HANDICAPS

The Blind : These have been classified into two broad categories :

- (a) Totally blind are those who cannot respond to light at all, under any situation.
- (b) Partially blind include those who can just tell whence light comes, or can see form or motion but cannot count fingers at a distance of 2 ft. This category also include those who can travel or go about unaided, or can read only large headlines.

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