

SOUTH CENTRAL RAILWAY

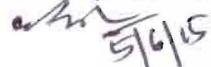
Headquarters Office.
Personnel Branch.
Secunderabad.
Date: 05.06.2015

No.P(R)/673/VII

ALL CONCERNED

PERSONNEL BRANCH SERIAL CIRCULAR NO. 46/2015

Copy of Board's letter No.E[MPP]2015/3/13 dated 14.05.2015 is forwarded for information, guidance and necessary action.


(P.RADHA KRISHNA)
Secretary to CPO
for Chief Personnel Officer.

Board's letter No. E[MPP]2015/3/13 dated 14.05.2015 [RBE No.46/2015]

Sub: Providing training facilities for persons with disabilities – guidelines.

A need has been felt to issue guidelines to provide certain additional facilities/amenities to persons with disabilities [PWD] to enable them to effectively discharge their duties. Guidelines have been laid down by the Department of Personnel & Training [DOP&T] for providing facilities such as identification of jobs, post recruitment and pre-promotion training assistive devices, free accessibility etc. and other related areas which require special attention.

Since training is an essential component of the service requirement of an employee, following may be ensured/ provided:

1. Induction training programme for the persons with disabilities should be imparted together with the other employees.
2. Job specific post-recruitment as well as pre-promotion training programmes should be organized for the persons with disabilities. Definite action to conduct job specific inclusive training programmes for persons with disabilities along with other employees should be enforced.
3. Duration and contents of training programmes may be finalized in consultation with the National Institutes under the Department of Disability Affairs, Ministry of Social Justice & Empowerment and, if felt necessary, assistance of prominent Associations/Federations /Confederations working in the sphere of disabilities could be taken.
4. Training programmes may also be arranged for the persons with disabilities, keeping in view changes in job profile on account of, introduction of new technology or promotion of the employees etc. The venue of the training needs to be fixed depending on suitability for conducting such training programmes.

Action taken on the above may be advised to this office.

Sd/-
(Anuradha Singh)/Director [MPP]

INDEX No.1077 TRAINING FACILITIES	S.C.No.
Board have issued guidelines on providing training facilities for persons with disabilities.	46/2015