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GOVERNMENT OF HIMACHAL PRADESH
DEPARTMENT OF SOCIAL JUSTICE & EMPOWERMENT

No.SJE-C(10)-31/2006

Dated

Shimla-2, the

16-10-2008

NOTIFICATION

In super-session of all previous schemes & Rules for Persons with Disabilities viz (i) The Himachal Pradesh Welfare Department Scholarship for Disabled Persons Rules, 1988, (ii) Assistance to Physically Handicapped Persons for Self-Employment Rules, 1991, (iii) H.P. Marriage Grant to visually and other Handicapped Women Rules, 1988 (later on renamed as H.P. Marriage Grant to Disabled Persons Rules, 2006 (III amendment), and (iv) Himachal Pradesh Vocational Rehabilitation for the Persons with Disabilities Scheme 2007, the Governor, Himachal Pradesh is pleased to make scheme namely, "Integrated Scheme for Persons with Disabilities", 2008 as annexed to implement the following provisions of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995:-

1. Section 25(a), 25(b) and 25(e).
2. Section 26.
3. Section 30(d).
4. Section 39.
5. Section 38(i) (a).
6. Section 41.
7. Section 66.

The above scheme shall come into force from the date of its publication in the official Gazette.

By Order

Principal Secretary(SJE) to the
Government of Himachal Pradesh

Endst. No.SJE-C(10)-31/2006

Dated

Shimla-171002, the

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1. All the Administrative Secretaries in H.P.
2. All the Heads of Departments in H.P.
3. All the Deputy Commissioners in H.P.
4. All the District Welfare Officers in H.P.
5. The Accountant General (Audit) H.P. Shimla-2.
6. The Deputy Secretary (Fin-R) To the Government of H.P. Shimla-2
7. The Director, Social Justice Empowerment, H.P. Shimla-09
8. The Controller, Printing & Stationery, H.P. Shimla for the publication in the Rajpatra.

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Joint Secretary(SJE) to the
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Integrated Scheme for Persons With
Disabilities, 2008

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INTEGRATED SCHEME FOR PERSONS WITH DISABILITIES

Introduction

The Constitution of India ensures equality, freedom, justice and dignity to all its citizens with a mandate of setting up inclusive society including respectable life for Persons with disabilities (PWDs). The changing positive attitude of the society towards the PWDs facilitates in building enabling environment for their easy socialization. Equal opportunities and increased effective access to rehabilitation measures are the two main factors, which facilitate the PWDs to lead a better and dignified life.

Due to the change in the society's attitude towards the PWDs and technological advancement in disability sector, the earlier emphasis of medical rehabilitation of PWDs has been replaced by the emphasis on social rehabilitation. The concept of recognizing the potentials/ abilities of PWDs and increasing acceptability of PWDs has laid thrust on mainstreaming them in inclusive society. For the protection of rights of PWDs and for their equal participation in the development process of state, the Government of H.P. has introduced various schemes for extending benefits to PWDs which are revised from time to time. However, the need of formulating a comprehensive scheme for PWDs was being felt for quite some time. Under the scheme, all categories of disabled under **Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995** and **National Trust Act, 1999** will be covered.

"Integrated scheme for PWDs" is framed basically with the objective to consider PWDs as part and parcel of society and making opportunities available to them so that they can participate in all spheres and activities of life as a normal person does. Another important objective of the scheme is to implement provisions of the PWD, Act relevant to the State Government.

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CHAPTER-1

SURVEY, EARLY DETECTION AND RESEARCH

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1.1 SURVEY:-

It is most important to have an accurate data of the persons with disabilities including information related to their socio-economic conditions. The Persons with Disabilities Act also provides for undertaking Surveys in section 25(a).

Objectives:-

- To generate data on status of Persons with disabilities.
- To review the status of benefits availed by the PWDs from Govt. sector and from other organizations.

Procedure:-

The department has modified the Family Survey Register of ICDS to elicit all relevant information related to PWDs. This will give an updated survey every year.

The type of data, which will emerge, will cover:-

- Type and nature of disability.
- Social status of the family.
- Education status of the family.
- Employment status of the disabled and of family members.
- Status of benefits availed under various schemes.

This family survey also contains information about socio-economics level, mothers' health check-up and nutrition and immunization status of the child. The data thus revealed will be helpful in linking up of the data to permit research on causative factors of disability and thereby in prevention of disability.

1.2 EARLY DETECTION AND PREVENTION:-

Objective:-

- Identifying at risk cases for medical health check up so that assistive devices can be provided to the PWDs.
- Sensitizing the VLCC & Community about disability for early detection and prevention.

A) Screening of children for early detection and prevention of disabilities:-

For the early identification of disabilities among children below six year, screening of children at risk for disabilities will be done by the trained Anganwari Workers in the presence of parents/ VLCC members. The AWWs will also continue the process during her home visit. In meeting of VLCC which is held regularly in every month validation of screened cases would be done. This will further help in early identification of cases of disabilities in any area and thus subsequent follow up will be expedited for providing necessary assistive devices and other interventions. Further examination of the children upto 12 years will be done by Health and Family Welfare department.

Procedure:-

Screening of the children in the age group of 0-12 years will be done by the Anganwari workers (AWWs) and teachers of Primary schools. The medical officers of the PHCs assisted by Health Supervisor and Female Health Worker will impart one day training to AWWs and to school teachers from each Primary school for symptomatic screening/ identification and refer at risk cases for disability. The screened cases will be examined at the level of Block Medical Officers for issuing of disability certificates in special disability camps. All the CMOs shall make schedule for organizing the medical boards for conducting medical camps in the beginning of every year. The screening process of children of age group 0-12 years shall be completed before 31st October every year in respect of every child.

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B) Medical checkup camps for persons with disabilities:-

Objective:-

- To organize medical check up of at risk Persons with disabilities and certify their disabilities.
- To recommend assistive devices / Aids & Appliances to the PWDs suitable to the nature of disabilities of Persons.

Main activities to be covered in the medical camps are:

- Diagnosis of the problems.
- Distribution of disability cards.
- Providing Aids and Appliances.

76 camps, one in each Block will be organized by Health and Family Welfare department, to ensure coverage of maximum number of PWDs. Anganwari Workers and Supervisor will ensure that every suspected case of disabled especially the age group of 0-6 is brought for medical checkup.

Procedure:-

Annual action plan in collaboration with health department for early identification of disabilities among children below one year will be prepared in consultation with the concerned officer of ICDS.

Accordingly the Health and Family Welfare department shall also prepare annual calendar for conducting the medical checkup camps in the district.

Wide publicity of the camps shall be ensured through PRIs, NGOs, Viklang Sanghs and the field functionaries of Health and Family Welfare and SI&E department.

1.3. RESEARCH:-

Research and manpower development is the key area to tackle with the problem of Disability. The PWD Act also envisages the government and the local authority to promote research under section 25(a) of The Persons with Disabilities Act, 1995.

Objective:-

The main objective of this component is to prevent the occurrence of disability by way of taking necessary steps and measures for early detection of the causes of occurrence and to facilitate the training of the health personnel in the desired direction. Accordingly measures for pre natal, peri natal and post natal care of mother and child can be made more scientific.

In addition to this research will focus on improving the quality of life of Persons with disabilities through development of user friendly aids and appliances.

Research will be undertaken in the following areas:

- To understand the causes of occurrence of disabilities.
- Prevention of Disability.
- Early detection of disability.
- Rehabilitation including community based rehabilitation.
- Development of assistive devices including their psycho-social aspects.
- Job identification.
- On site modification in public and private premises.

Procedure:-

Research will be an ongoing process and will be taken up after a process of thorough scrutiny and need analysis. The data collected from survey will be helpful to the agencies for conducting research in disability sector. Financial assistance will be provided to the following bodies to undertake research for special education, rehabilitation, manpower development or any other subject/ area deemed essential by the department.

- Universities and other institutions of higher learning.
- Professional bodies.
- Non-governmental research units.

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The said institutes will submit a detailed proposal as per the prescribed format through Deputy Commissioners (Disability).

Following norms should be fulfilled for approval of the research project:-

1. The NGO/Institution should have an experience and expertise in the field of disability for a minimum period of three years or have done research in disability sector.
2. It should possess and own appropriate and adequate infrastructure, manpower and assets.

The proposal should be detailed and clearly depict its monitrible outcomes.

Funds:-

- Under survey component, department will provide funds for publishing of **data of disabled**, being collected annually through the family survey of ICDS, **once in five years**. The department shall get printed approximately 20000 copies of a booklet on data for which provision of funds will be made under printing and stationary head of the department. A database of the disabled will be prepared and the important information will also be made available along with analysis on the website of the department.
- Funds for annual screening of children upto 12 years of age will be provided by the Health and Family Welfare Department. Besides funds for conducting medical checkup camps for the disabled at Block level will also be provided by the Health and Family Welfare Department.
- However, an amount @ Rs. 1000/- per annum per Block will be provided by the department of SJ&E to District Welfare Officers to enable them to meet out small contingencies to hold such camps for covering maximum Persons with Disabilities.
- Funds amounting to Rs.2.00 lacs will be released to the organizations/research institutes for carrying out research. This will be done after scrutiny of the proposal as per the prescribed norms in the grant-in-aid rule by the department.

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1. SURVEY, EARLY DETECTION AND RESEARCH

FINANCIAL IMPLICATIONS

1.1 Survey

Printing of booklets of survey data - 20000 copies @ Rs.25/- = 5.00 lacs

(The booklets to be printed once in five years)

1.2(A) Screening of children for early detection and prevention of disabilities.

- To be borne by the department of Health and Family Welfare under its regular budget and programmes.

1.2(B) Medical Check up camps for persons with disabilities:

76 Block level Medical Camps for Persons with disabilities:

No of Participants	TA/DA per participant	Contingency Charges	Total Cost
About 300	*To be borne by the respective deptt. * To be borne by the community.	Rs.1000/- per block for meeting the contingencies 1000 x 76= Rs.76,000	Rs. 76,000/- per annum

1.3) Research

Amount to be given to research agency- Rs. 2.00 lacs per annum

Total Amount = Rs. 7,76,000/-

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Application to undertake Research Project in the field of Disability

1. Year:-
2. Name of Organization:-
3. Postal address with telephone number of Organization:-
Email address, if any
4. Whether Government/ Public /Private Sector Undertaking :-
5. Whether Organization registered under any Act.
6. Date of registration:-
(Enclose copy)
7. Field in which organization is working :-
 - a) -----
 - b) -----
 - c) -----
8. Detail of Research Projects undertaken so far:-
 - a)
 - b)
 - c)
9. Whether grant received from Govt. If so, give detail
 - a) State Govt. -----
 - b) Central Govt. -----
 - c) Other sources. -----
10. Detail of the Project Proposal:-
11. Any other information:-

Signature (with seal) -----
 Name -----
 Date -----

Recommendation of Deputy Commissioner-cum- Deputy Commissioner (Disability).

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Deputy Commissioner
 -cum-
 Deputy Commissioner (Disability)

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CHAPTER-2

AWARENESS GENERATION AND ORIENTATION

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Objective:-

For prevention and early detection of Disability it is very important to have proper orientation, education and awareness generation. Objective is to effectively implement the provisions encompassed in the PWD Act regarding prevention and early detection of disabilities. To achieve the desired results following actions are required to be taken by the government:-

- To sponsor or cause to be sponsored awareness campaign and disseminate or cause to be disseminated information for general hygiene, health and sanitation.
- Educate the public through the pre-schools, schools, primary health centers, village level workers and Anganwari workers.
- Create awareness amongst the masses through television, radio and other mass media on the causes of disabilities and preventive measures to be adopted.
- To educate the masses regarding barrier free environment and to create a pool of access auditors for creating free access to the PWDs in the public places/buildings.

2.1 ACTIVITIES TO BE UNDER TAKEN BY THE DEPARTMENT OF SJ&E:-

It is realized that orientation and awareness generation through workshops, seminars and camps at state/ district/ block level for Government officers/ officials, NGOs working in disabilities sector and PRIs at the grass root level can be very effective in sensitization of society. Under the scheme awareness generation and mass education will be ensured through following measures:-

A) Awareness Camps:-

Target group/ Objective:-

This will cover orientation and awareness generation through workshops, seminars and camps at state/ district/ block level for Government officers/ officials, NGOs working in disability sector, PRIs at the grass root level, school teachers, village level workers, anganwari workers and parents etc. The focus is on making the people sensitive towards the needs of disabled, general hygiene, health and sanitation. It will also create awareness regarding barrier free access for PWDs. It is utmost important to sensitize the parents, guardians of the targeted beneficiaries to understand and manage the needs of mentally and physically challenged children/ wards.

Procedure:-

The awareness generation camps will be organized at State/Distt. and Block level and information will be disseminated in cascade manner also to create awareness on barrier free access.

State level:- 30 participants from different departments and NGOs will be invited to attend 3 days awareness camp at the state level.

District level:- 2 days camps on barrier free access for 150 master trainers from districts will be organized. In addition to this 400-1000 (depending on the size of distt.) participants from amongst the PRIs, NGOs, CBOs, Departmental officials will have the opportunity to attend one day camp in disability sector.

Block level:- At the block level also, one day camp will be organized for 400-1000 (depending on the size of block) participants from amongst the PRIs, NGOs, CBOs, Departmental officials.

The department will prepare detailed plans on topics to be covered and participants groups to be trained in the state.

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2.1) Awareness through mass media:-

Media will be effectively used for wide dissemination of information regarding the causes of disabilities and preventive measures to be adopted. Talks/ topics on various aspects of disabilities will be relayed on the radio and television. Literature will also be prepared on all types of disabilities for wide circulation at the places of public importance.

2.2 ACTIVITIES PERTAINING TO THE DEPARTMENT OF HEALTH AND FAMILY WELFARE:-

A) Training of staff of PHCs:-

The training to the staff of the Primary Health Centres shall be provided by the department of Health and Family Welfare and funds will be earmarked by them to be used for capacity building/ skill development of Health staff, procuring disability related training material, inviting resource faculty for training programmes, purchasing necessary training equipment as per the needs of PHCs.

B) Nutritional and Health Education:-

The department of Health and Family Welfare will closely be associated in the nutritional and health education (NHED) services of ICDS with special emphasis on pre-natal, peri-natal and post-natal care of mother and child in exclusive interactive sessions with target group. These session will be held on specific days notified by the NRHM and expenditure if any will be incurred by the Health and Family Welfare department.

Procedure:-

The Deputy Commissioner (Disability) shall frame the Annual action Plan in consultation with Distt. Programme Officers (ICDS) and CMOs as per the financial norms laid in this scheme for conducting the district level workshops/ seminars/ camps in detail and forward the same to the Director, SJ&E-cum- Joint Commissioner (Disability) for sanction.

The annual action plan for the coming financial year in respect of every district shall reach the Department by the month of March (of the previous year). It shall include the detail of the officers/ officials/ NGOs/PRIs to be trained. The Deputy Commissioner (Disability) will compulsorily incorporate the feedback mechanism in the annual action plan.

Funds:-

- Funds are permissible under the scheme for organizing the orientation, awareness camps for which a sum of Rs. 6.55-lac per year has been earmarked.
- Funds for training of PHCs staff and conducting special camps for pregnant mothers and lactating mothers on disability issues will be provided by the department of Health and Family Welfare.
- For generating awareness through mass media and for printing material expenditure shall be from the existing departmental budget of SJ&E.

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**2. AWARENESS GENERATION & ORIENTATION
FINANCIAL IMPLICATIONS (In Lakhs)**
2.1 A Awareness & Orientation Campaign
A). 3 days State level training for Trainers (TOT)

No	TADA per participant	Total TADA	Boarding & Lodging charges per participant	Total expend. On Boarding & lodging	Venue Charges	Contingency Charges	Total Cost
30 from all Distts. 18 from depts. & 12 from NGOs.	* To be borne by the respective departments. *275/- for BGRG	Rs.275x12=Rs.3,000	Rs.250/- per participant Boarding & lodging) Food charges (including bed tea, two times tea with biscuits, breakfast including tea, lunch & dinner) 150x30x3=Rs.13500 lodging charges:100/-per day(100x30x3)=Rs.9000	Rs.27500/-	1000x3=Rs.3000	Rs.10,000 including honorarium for 12 R.P. @ Rs.300/- & material, stationery etc.	Rs.39500/-

B) Two days Distt. Level Training for Master Trainers

No	TADA per participant	Total TADA	Boarding & Lodging charges per participant	Total expend. On Boarding & lodging	Contingency Charges	Venue Charges	Total Costs
150 From dept. of town & Country Planning, PWD and NGOs (50)	1) To be borne by the respective depts. 2) NGOs @ Rs.275/- x50=13750/-	13750/-	* @ 120/- per participant food charges & Rs.80/- lodging charges.	Rs.200/- per participant (including bed tea, two times tea with biscuits, breakfast including tea, lunch & dinner & lodging.) 200x50x2=20,000	Rs.25,000/- including material, Stationery & Honorarium @ Rs. 300/- per session at least 4 sessions in a day.	Rs.550x24=Rs.13,200	Rs.71950/-

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C.) 12 Distt. Level Camps on Awareness Generation (One Day)

No Participants	TADA per participant	Total TADA	Boarding & Lodging charges per participant	Contingency Charges	Total
400-1000 in each Distt. (Deptt. Participant PRIs/ CBOs /SHGs /NGOs)	i) Actual bus fare will be given to PRIs, SHGs, CBOs, NGOs. With in amount of Rs. 500 per district. Rest to be borne by the community /participants themselves ii) departmental participants claim their TADA from respective deptt.	Rs. 6000 x 12 = 72,000/-	Boarding & Lodging of RPs @ Rs. 230/- x 12 = 82800/-	Rs. 10,000/- per distt. for honorarium to RPs @ Rs. 200/- per session, tea & snacks & other contingency 10000 x 12 = 1,20,000	Rs. 274800/-

D.) Block level Camps on Awareness Generation (One day)

No Participants	TADA per participant	Total TADA	Boarding & Lodging charges per participant	Total expend. On Boarding & lodging	Contingency Charges	Total
400-1000 in each blocks. (PRIs/ CBOs/ SHGs /NGOs)	i) Actual bus fare will be given to PRIs, SHGs, CBOs, NGOs with in amount of Rs. 400/- per block. Rest to be borne by the community /participants themselves ii) Departmental participants claim their TADA from respective deptt.	Rs. 1800 x 76 = 76,000.	Boarding & lodging for 3 RPs per Block @ Rs. 180/-	76 x 3 x 180 = Rs. 41040/-	Rs. 2,000/- per block. for tea & snacks & other contingency 2,000 x 76 = 1,52,000/-	Rs. 2,69,040/-

Total = 38,500 + 71,950 + 2,74,800 + 2,69,040 = 654,290/- say 6, 55,000/-

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CHAPTER-3

EDUCATION OF CHILDREN WITH SPECIAL NEEDS

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Education is the most important weapon which can be handed over to the disabled. If the PWDs are given proper education they shall not only be literate, but shall also be aware of their rights.

Objective:-

Section 26 of PWD Act 1995 has the paramount objective of the education of children with disabilities. Education would be viewed in its full dimension and will be child centric. Efforts will be made to ensure that every child with disability (CWSN) has access to appropriate educational institution at different levels for enhancement of his/her capacity. Keeping in view the nature and degree of disability of CWSNs, educational measures shall be taken through inclusive education or special schools along with monetary assistance in the shape of scholarship.

Following areas will be covered.

- i) Inclusive Education.
- ii) Scholarship to the disabled students of poor families.
- iii) 3% reservation in all educational institutions.
- iv) Special schools for children with very special needs.

3.1 INCLUSIVE EDUCATION:-

UN Convention on rights of Persons with Disabilities also advocates integration of disabled children in formal educational setup and in inclusive education. The majority of CWSNs is with mild and moderate category of impairment and is being integrated in inclusive education in the state. The parents of CWSNs are provided counseling to enroll their wards in educational institutions at appropriate age. Regular parents' teachers' meetings are held for the regular studies and retention of CWSNs in the educational stream.

STRATEGY FOR INCLUSIVE EDUCATION:-

Keeping in view the difficult terrain of the state and the need to provide education to the children with very special needs it is envisaged in the scheme to provide following benefits/ facilities.

- a. Enrollment of mild and moderately PWDs in the schools near homes to encourage community life.
- b. Providing special education to those who need to be integrated as per

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their education needs.

Emphasis would be on providing following services under SSA so as to cover all the eligible children:-

- i) All teachers will be given special training from time to time by the Education Department.
- ii) Barrier free infrastructure/ environment and teaching learning material will be provided in these schools.
- iii) Regular parents' teacher' meetings with special focus on integration and inclusive education of CWSNs at least twice in a year.
- iv) Special coaching classes will be organized for children with special needs to assist them in their studies.

3.2 SCHOLARSHIP TO THE DISABLED STUDENTS OF POOR FAMILIES:-

Under section 30 (d) of Persons with Disability Act, 1995, it has been provided for taking initiatives for introducing Scholarships to Persons with disability. The objective is to provide financial assistance to PWDs for assisting and encouraging them to continue their studies. Under this component, scholarship will be awarded to regular disabled students of schools, colleges and universities by considering their family income which should not exceed Rs. 60,000/- per annum. This will cover students from Ist standard up to Postgraduate courses including diploma/vocational/technical/ professional courses being run through government institution.

Procedure:-

The Applicant shall apply for scholarship on prescribed format (Annexure-V) along with certificates which are as under:-

- Bonafide Himachali certificate.
- Disability certificate issued by the competent authority.
- Annual progress report of disabled for the last year from educational institution
- Income certificate to assess the income of the family of the student. The application is to be submitted to the DWO/TWO of the concerned district/tehsil. The application form is available at all departmental offices at Distt. and Tehsil level as well on the departmental website. The concerned DWO shall be competent to sanction scholarship grant as per the provision of the scheme and availability of budget. If during the course of the study for which scholarship is awarded, the student fails in the same examination/class

more than twice the scholarship will be discontinued till the student qualifies for the next class.

3.3 3 % reservation to disabled in all Education Institutions.

3% reservation will be provided to disabled students in all educational institutions imparting education of any type under regular budget and programmes of different departments.

3.4 State Level Special schools.

As per section 26 (C) of PWD Act, 1995 at present state level special schools for Hearing and Visually Impaired children have been set up at Sundernagar(Girls) and Dhalli(Boys) which are being run by the department of SJ&E and HPCCW respectively. Efforts will be made to strengthen the infrastructure and teaching facilities in these schools. Different NGOs will be encouraged to take funds from central and state government under grant-in-aid Rule of the department of SJ&E to deliver effective education and services to the disabled.

Funds:-

- Funds under the component Inclusive Education will be met by Department of Education under SSA.
- Funds amounting to Rs. 45.00 lacs for providing Scholarship to the disabled students of poor families will be allocated by the department of SJ&E as per the rate given in annexure-IV.
- For State level Special schools funds will be provided from the departmental budget (SJ&E)

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Annexure-IV

EDUCATION OF CHILDREN WITH SPECIAL NEEDS
Financial Implications:-

3.3. Scholarship to the disabled students of poor families

Allocation of funds is proposed as per the number of applicants in respective districts with more share to larger districts.

Norms for granting Scholarship to PWDs:-

<u>Class</u>	<u>Day Scholars</u>	<u>Hostellers</u>
1. 1st class to 5th class	Rs.150/-PM.	Rs.300/-PM
2. 6th class to 8th class	Rs. 200/-PM	Rs.400/-PM
3. 9th class to 10th class	Rs.250/-PM	Rs.500/-PM
4. Senior Secondary (10+2)	Rs.300/- PM	Rs.600/-PM
5. BA/B.Sc/B.Com etc.	Rs.350/-PM	Rs.700/-PM
6. BE/B.Tech/MBBS/LL.B./ B.Ed & other professional students	Rs.400/-PM	Rs.800/-PM
7. MA/M.Sc/M.Com/LLM/ M.Ed etc.	Rs.450/-PM	Rs.900/-PM

Total amount: Rs. 45.00 lacs per annum

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Annexure-V

3.3 APPLICATION FORM FOR SCHOLARSHIP TO THE DISABLED STUDENTS

- Name (in block letters):
- Father's Name:
- Guardian's Name:
- Residential address:
- Permanent address:
- Date of birth (in Christian era):
- Whether belong to Scheduled Caste /Tribe:
- Parents/Guardian's profession:
- Total monthly income of both parents/guardian:
- Particulars of last examination passed:

<u>Name of examination</u>	<u>Year</u>	<u>Subject</u>	<u>Name of Institution</u>	<u>Name of Board/University</u>
1.	2.	3.	4.	5.

Please state if you have been in receipt of any scholarship from any other source, if so indicate.

- (i) The source.
- (ii) Monthly amount.

Have you ever received scholarship under the scheme?

If yes, indicate:

- (i) Amount paid per month:
- (ii) Date of receipt:

Date:-

Signature of applicant.

DECLARATION TO BE SIGNED BY THE FATHER /GUARDIAN OF THE CHILD.

I hereby declare: -

- (i) That the particulars given regarding my ward Shri/Km.-----

in the application are true to the best of my knowledge and belief, and no material information has been concealed or withheld which has a bearing on selection.

- (ii) That my ward shall not accept employment, scholarships or any other financial assistance or grant-in-aid from other government source during the tenure of the scholarship if awarded to him/her under the above scheme.

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Signature of the parent/guardian.

ANNUAL PROGRESS REPORT

Annual progress report of disabled scholarship for the year ending-----

Certified that Shri/Km. -----S/O, D/O Shri -----

Student of -----class/course of this school /college appeared in the annual examination held during the month -----He/She was declared successful/ unsuccessful in the examination.

Shri/Km. -----has now been admitted in -----
--class/ course.

The approximate date of termination of the course /class will be -----

His /Her performance in studies has been found satisfactory.

Signature of Headmaster/
Principal.

ls

Submitted under RTI Act

Ms. J. S. J.
PIO - cum - Addl. Director,
Dt. of SC, OBC & Minority Affairs
Himachal Pradesh

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CHAPTER-4

SKILL ENRICHMENT AND SELF EMPLOYMENT OF
PERSONS WITH DISABILITIES.

la

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M. S. G.
PIO - cum - Addl. Director,
Dept. of SC, OBC & Minority Affairs
Himachal Pradesh

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4.1 SKILL ENRICHMENT:-

Section 38-(i) (a) of PWD Act 1995 envisages for ensuring training and employment of Persons with Disabilities. Successful completion of any assignment by the disabled person is a challenging job which requires appropriate training and skill upgradation. For skill enrichment, training of PWDs shall be undertaken through the component "Vocational Rehabilitation for the Persons with Disabilities".

The identified persons with disabilities shall be provided vocational training through a network of Industrial Training Institutions at District/Tehsil levels. The vocational training will be provided in need based suitable trades in the tailor made short duration training courses designed by the Technical Education Department in consultation with Director. The trainees shall be provided stipend for these training courses. The training shall be free of cost but for very high level technical and professional training involving very high cost, the government assistance shall be restricted as notified by the government. The trainees will be provided a certificate on the successful completion of training. Training will be imparted through the institutions being run by Government of India or private institutions offering highly skilled training courses.

Objectives :

- To identify and evaluate the physical, mental, social and vocational needs of persons with disabilities so as to unfold their full potential.
- To develop skills of PWDs suitable to their individual capacities- intellectual and physical.
- To identify occupations suitable to disabled in rural/urban areas and to provide training through Industrial Training Institutes or institutions being run by Government of India or private institutions offering highly skilled training courses.
- To promote self employment opportunities as per local needs with the help of financial institutions.
- To network the Government, Non Government agencies for speedy rehabilitation of the persons with disabilities.
- To promote self employment opportunities as per local needs with the help of financial institutions.

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Procedure:

The applicant shall apply to the DWO on the prescribed format if he/she full fills the following conditions:-

- (1) The candidate should be a bonafide resident of Himachal Pradesh.
- (2) The candidate should be between the age of 18-45 years on the prescribed date.
- (3) The candidate should have passed minimum educational qualification from recognized Board/ University as would be required for various courses/programmes.
- (4) Annual income of the family of the candidate should not be more than Rs.1.00 Lac, However, priority shall be given to the candidates belonging to BPL families.

Selection of candidates:

The candidates for vocational training shall be selected in the following manner:-

- The Director S J & E shall notify district wise, trade wise seats available for training to all the District Welfare officers;
- The Director shall invite applications on Form-I (Annex.-VII) from eligible candidates through two Local Dailies/All India Radio/ Departmental Website/ Local Cable T.V network. The applications shall be submitted to the concerned District Welfare Officer not later than 30days from the date of advertisement;
- The concerned District Welfare Officer shall also invite applications from the eligible candidates on the specified Form through Gram Panchayats and Urban Local Bodies;
- After last date of receipt of applications the District Welfare Officer concerned shall draw trade wise merit list in Form-II (Annex.-VII) of eligible applicants by giving weight-age to minimum educational qualification, additional qualification and percentage of disabilities. Criteria for grading/ marking to draw the Course-wise merit list shall be as under:-
 - a) Weight-age for performance in the minimum education qualification prescribed for the course. = 10 marks
 - b) Weight-age for additional qualification = 4 marks

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c) Weightage for maximum disabilities as certified by the Medical Board =6 marks
Total = 20 marks

The candidates in the order of merit shall be selected for training subject to the following conditions:-

- a) The candidates shall be selected strictly as per tradewise/category wise targets allotted to the district.
- b) The candidates belonging to Below Poverty Line families shall be covered first to achieve the allotted target and in the event of shortfall / non availability of candidates belonging to Below Poverty Line families, the candidates whose parent's/guardians income is below Rs. 1.00 lacs per annum shall be selected.

After the completion of selection process, the selected candidates shall be informed through registered post to confirm their willingness to District Welfare Officer concerned failing which, the District Welfare Officer shall invite the next candidate in the merit list to report in person or send his willingness through fax/telegram. In case of shortfall in the target, the District Welfare Officer shall invite the candidates next in merit. After the completion of selection process, the concerned District Welfare Officer shall send a list of selected candidates for training to the concerned Industrial Training Institute/ others institutions if any, with a copy to the Director, Department of Social Justice & Empowerment /Technical Education.

Training :

(1) The candidate shall be provided institutional vocational training through a network of Industrial Training Institutions at the District/Tehsil level. The vocational training shall be provided in the need based suitable trades designed by the Technical Education Department in consultation with the Director SJ&E or through the institutions being run by Government of India or private institutions offering highly skilled training courses. The trainees shall be provided a certificate on the successful completion of training.

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Selection of Institution;

(1) The institutions in which training is to be imparted in addition to Industrial Training Institutes or otherwise under the trades therein shall be selected by the following selection committee:-

- Director, Department of Social Justice & Empowerment * Chairperson
- Director, Department of Technical Education, Member
- Director, Department of Industry, Member
- Director, Department of Labour and Emp. Member
- Two Special invitees Members

(2) Vocational training shall be imparted to the candidates free of cost excluding boarding and lodging charges and the Department of Social Justice & Empowerment shall bear the entire cost of vocational training in Industrial Training Institutes on the rates as approved by the Government from time to time.

(3) During the course of training, the Department of Social Justice and Empowerment shall provide maximum assistance upto Rs. 1000/- per month to the candidate

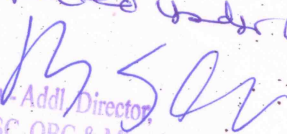
(4) The District Welfare Officer of the district concerned shall be the coordinator at the district level for providing vocational training to the candidates and he shall be the competent authority for sanctioning and disbursement of the training cost and stipend to the candidates.

(5) The candidates shall be entitled to one day leave per month and all Gazetted holidays.

(6) The District Welfare Officer, may discharge any candidate, on the recommendation of officer incharge of the institution that the candidate is not taking due interest in training or that his/her conduct of discipline is not satisfactory.

Rehabilitation of trainees:

(1) After successful completion of training the candidate shall be persuaded to initiate small enterprise preferably with minimum investment, having scope for utilization of local resources and marketing by availing loans on nominal rates of interest through the following agencies:-

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- a). The Himachal Minorities Finance and Development Corporation Shimla-channeling agency of National Handicapped Finance and Development Corporation.
 - b). The District Industries Centres.
 - c). Himachal Pradesh Khadi and Village Industries Board.
 - d). District Rural Development Agencies through different welfare schemes formulated by the central Government or state Government.
- (2) The concerned District Welfare Officer shall assist the trainees in getting the loan sanctioned from the financial institutions.
- (3) After the candidates have established the enterprise, periodical follow up shall be under taken by the concerned Tehsil Welfare Officer to ensure continuity of the enterprise and re-payment of loans and he shall maintain close linkages with different self employment promotion agencies and shall maintain year wise complete data of rehabilitated persons.

Monitoring:

To ensure proper implementation of this component district level committee as under shall monitor the implementation of the scheme once in six months.

- | | |
|-------------------------------------------------------------------------|-------------|
| (a) Deputy Commissioner | Chairperson |
| (b) Principal, Industrial Training Institute
or concerned institute. | Member |
| (c) District Employment Officer | Member |
| (d) District Welfare Officer | Member |

4.2 SELF EMPLOYMENT:-

There is a provision for ensuring self employment opportunities to the Persons with Disabilities by way of providing financial assistance in the form of subsidy in addition to the loans being provided to them by the H.P. Minority Finance and Development Corporation.

Objective:-

- Enabling the PWDs to setup their own business or trade to earn their livelihood.
- Building confidence in them to be self dependent and thereby encouraging and preparing for taking up big ventures.

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Himachal Pradesh

(2)

Procedure:-

The applicant shall apply to the H.P. Minority Finance and Development Corporation directly as per the requirements/ rules of the scheme to be formulated by the H.P. Minority Finance and Development Corporation in this regard. The scheme shall be formulated and implemented by the H.P. Minority Finance and Development Corporation which will be providing loan-cum-subsidy to the beneficiaries. Subsidy amount in respect thereof shall be released by the department of SJ&E to the Corporation.

Funds:-

- During the course of training for skill enrichment the Department of Social Justice and Empowerment will provide maximum assistance upto Rs. 1000/- per month to meet the boarding and lodging expense.

Provision of Rs. 39.60 lacs has been kept for the batches commencing from current financial year

- In order to provide subsidy for establishing self employment ventures a sum of Rs. 10.00 lacs is earmarked by the department of SJ&E. Subsidy payable shall be 20% of the project cost or Rs. 0.10 lacs which ever less is. The H.P. Minority Finance Development Corporation will provide loans as per its norms.

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FINANCIAL IMPLICATIONS:-

ANNEXURE-VI

Sr. No.	Name of ITI	Name of Trade	No. of persons with disabilities to be provided training	Total fee	Assistance for boarding and lodging for out stationed trainee.	Total Rs in lacs
1	2	3	4	5	6	(5+6)
1	ITI Sunder Nagar	Mech. Radio & T.V.	18 (ortho)	20,000x18x2=7,20,000/-	1000x12x18x2=4,32,000	11,52,000/-
2	ITI Sundernagar	Draught sman	18(Ortho)	20,000x18x2=7,20,000/-	1000x12x18x2=4,32,000	11,52,000/-
3.	ITI(W) Una	Cutting and sewing	9 (ortho)	7300x9=65,700/-	1000x12x9=1,08,000	1,73,700/-
4	ITI Shimla	Mech. Motor vehicle	9 (ortho)	20,000x9x2=3,60,000	1000x12x9x2=2,16,000	5,76,000
5	ITI Una	Embroidery & needle work	9(Ortho)	7300x9=65,700/-	1000x12x9=1,08,000/-	1,73,700/-
6	ITI Bani	Computer Operator & Programming Astt.	9(Ortho)	8300x9=74,700/-	1000x12x9=1,08,000/-	1,82,700/-
7	ITI (W) Mandi	-do-	10 (ortho)	8300x10=83,000/-	1000x12x10=1,20,000/-	2,03,000/-
8	ITI(W) Hamirpur	Hair and Skin Care.	9(Hearing. Imp)	7300x9=65,700/-	1000x12x9=1,08,000/-	1,73,700/-
9	ITI(W) Mandi	-do-	9(Hearing. Imp)	7300x9=65,700/-	1000x12x9=1,08,000/-	1,73,700/-
Total			100	22,20,500/-	17,40,000	39,60,500/-

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ANNEXURE-VII

Form-I

4.1 APPLICATION FORM UNDER THE SCHEME VOCATIONAL REHABILITATION FOR PERSONS WITH DISABILITIES

1. Full Name (in capitals) _____
2. Father's / Husbands name _____
3. Present address; Vill. _____ P.O. _____
Distt. _____ Pin _____ (HP)
4. Permanent address: Vill. _____ P.O. _____
Distt. _____ Pin _____ (HP)
5. Date of birth: _____
6. Gender: Male/Female
7. Community: SC/ST/OBC/Gen.
8. Area: Rural/Urban
9. Family Members:

Sr. No.	Father/Mother/ Brother/ Sister	Age	Occupation	Name	Living separately/ Joint
10. Annual income of Family.
11. Disability: Blindness/LV/HI/MR/OH/LC
12. Cause of Disability: by birth / Disease/Injury
13. Percentage of Disabilities
14. Severity Mild/Moderate/Profound /Total
15. Whether using any aids/ appliances
16. Skills/Talents acquired

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7. Educational Qualification.

Exam Passed	Year of passing	Subjects	Percentage	Board/ University
-------------	-----------------	----------	------------	----------------------

8. Technical Qualification.

Exam Passed	Year of Passing	Subjects	Percentage	Institution	Duration of Training
-------------	-----------------	----------	------------	-------------	----------------------

Any other training undergone:

Work Experience

Name and Address of Employee	Period	Days	Reasons for leaving
------------------------------	--------	------	---------------------

Present occupation:

If unemployed, since when?

How you maintain your self?

Whether received loan from any bank?

6.

Signature of applicant

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Form-II

Name of Trade:-

Name of Disability:-

Sr. No.	Name & address	IRDP No.	Date of Birth	% of disabilities Max. 6 Marks 40%-60%=2 61%-80%=4 81%-100%=6	Minimum Educational Qualification (10)				Additional Qualification (Max. Marks=4)	Total marks Awarded	Ranking
					Max. Marks	Marks obtained	% age	Marks Awarded			

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CHAPTER -5

INCENTIVES TO BEST EMPLOYERS AND
BEST PERFORMING INDIVIDUALS (PWDs)

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5.1 INCENTIVE TO BEST EMPLOYER:-

As per the provisions of The Persons with Disabilities Act the government is under an obligation to provide equal opportunities to the persons with disabilities in employment. The government for this purpose is to identify posts and also to provide minimum 3% reservation in each establishment.

The Act requires the appropriate government and the local authorities to provide within limits of their economic capacity for incentives to employer, employees in private and NGO sectors to ensure that at least 5% of their workforce is composed of persons with disabilities.

Objective:-

- To implement the provisions of the Persons with Disabilities Act.
- To encourage the employers in their efforts to provide employment opportunities to maximum persons with disabilities in their organizations.
- Promote the employment opportunities for the persons with disabilities.
- Provide disabled friendly environment at the workplace
- To provide facilities like residence, transport to PWDs.

Under this component best employer of the persons with disabilities will be given a cash award.

Procedure:-

The Employer will apply to the department as per the format prescribed for this purpose (Annexure-VIII). Selection of the best employer for this award shall be done by the State Executive Committee constituted under the Chairmanship of Principal Secretary, S. J & E cum-Commissioner (Disabilities).

The criteria for selection will be as under:

- Maximum persons with disabilities in the organization.
- Barrier free access in the organization.
- Equitable service conditions for the PWDs.
- Additional facilities like transport and housing etc for the PWDs.
- Norms notified by CCPD/GOI will also be taken into account.

5.2 INCENTIVE TO THE BEST PERFORMING INDIVIDUALS (PWDs):-

Objective:-

- To honor those persons who have overcome their disabilities and have been able to join the mainstream effectively.

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To recognize the efforts of PWDs who have proved themselves as role models for other disabled persons.

- To encourage and facilitate individual Persons with Disability to learn more, upgrade his/her skill and utilize his/her potential to the maximum for better performance.

Procedure:-

The employer will nominate the name of PWD under individual award category to the department. The Deputy Commissioner (Disabilities) or DWOs can also recommend individual PWDs for this award.

There is one award for Best Employer to be given every year. However, for the Best Performing Individuals, incentives as defined in different Acts concerning disabilities for the present, it is proposed to give awards to three PWDs, one each for visually impaired, hearing impaired and orthopedic impairment. These awards shall be given to the awardees on International Disability Day celebrated on 3rd December of every year. The nominations for these awards should reach the department before 30th September of every year on prescribed format (Annexure-IX)

Funds:-

A sum of Rs. 0.55 lacs is earmarked under this component.

- Best employer of the persons with disabilities will be awarded a cash award of Rs. 0.25 lacs along with citation.
- Best individual PWDs in each category will be given a cash award of Rs. 0.10 lacs each along with citation. An amount of Rs 0.30 lacs is provided for this purpose.

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5.1 APPLICATION FORMAT FOR STATE AWARD FOR BEST EMPLOYER.

- 1. Year:-----
- 2. Name:-
- 3. Postal address:-
- 4. Telephone No:-
- 5. Whether Government/Public Sector/ Undertaking/Private organisation:-
- 6. Nature of work undertaken by the organization:-
- 7. Detail of the total employees in the organization :-

Sr. No	Male	Female	Total

8. Detail of Disabled employees in the organization:-

Sr. No	Male	Female	Total

9. Nature of Disability of the employees:-

Sr. No	Orthopaedically disabled	%	Visually Impaired	%	Hearing Impaired	%	Other Disabilities	%

10. Percentage of Disabled employees employed in the Organization.

11. Nature of work in which disabled persons are employed:-

12. Whether their service conditions are the same as for others:-

13. Facilities for the persons with disabilities

- Modifications made in the machinery:-
- Access provided in the built environment:-
- Housing:-
- Transport:-
- Any Other:-

14. Special efforts made to train and employ disabled persons so far and plan for future.

15. Whether the institute has received any Award in the past. If so, give brief account.

16. Detail of various activities done by the institution for PWDs:-

17. Any other information:-

Signature (with seal) -----
 Name-----
 Date-----

Recommendation of Deputy Commissioner-cum -Deputy Commissioner (Disability) under PWD Act, 1995

Deputy Commissioner
 -cum-
 Deputy Commissioner Disability

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ANNEXURE-IX

5.2 APPLICATION FORMAT FOR STATE AWARD FOR BEST PERFORMING INDIVIDUALS (PWDs)

1. Name and address :-
2. Telephone No:-
3. Age:-
4. Sex:-
5. Profession:-
6. Institution/field in which the individual is associated including the local and field performances.
7. Remarks including a brief life sketch of the individual.
8. State the name and area/district/state in which outstanding work has been done.
9. Details of outstanding performance of the individual PWDs.
10. Whether received any awards/ recognition in the past, if so specify and furnish a brief account.
11. Detail of her/his contribution during last ten years supported by documentary evidence.
12. Any other information:-

Signature -----
 Name-----
 Date-----

1. Recommendations of employer.
2. Recommendations of Deputy Commissioner-cum Deputy Commissioner (Disabilities).
3. District Welfare Officer-cum-District Officer (Disabilities)

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CHAPTER-6

MARRIAGE GRANT TO PERSONS WITH DISABILITIES

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PWD Act 1995 gives effect to the Proclamation on full participation and equality of the people with disabilities which includes their right to live with dignity in society as a normal person. For the promotion of equal participation of PWDs in all the social activities, Marriage grant to Persons with Disabilities is a scheme for an able bodied person who has married a person with disabilities of either sex or to the spouse of disabled couple who is capable of earning his/ her livelihood. This grant is admissible to the Himachali PWDs/ able bodied persons marrying after attaining the marriageable age.

Objective:-

Objective is to:

- Provide financial assistance in case of two disabled persons marrying each other and amount shall be given to the earning spouse.
- Encourage the able young bodied men/ young girl for willingly marrying the disabled of other sex.
- Provide financial assistance in commencing and leading a dignified married life in the society.

Procedure:-

The Applicant shall apply on prescribed format (Annexure-X) along with certificates as under:-

- Birth certificate.
- Bonafide Himachali certificate.
- Disability certificate.
- Marriage Registration certificate.

Complete application is to be submitted to the DWO/TWO of the concerned district. The application form is available at all departmental offices at Distt. and Tehsil level as well on the departmental website. There is no income criteria for getting the assistance under this component. The concerned DWO shall be competent to sanction marriage grant as per the provision of the scheme and availability of budget.

Funds:-

- The marriage grant will be admissible to the PWDs as under:-

Degree of Disability	Amount
40% to 74%	8000/-
75% to 100%	15000

- Allocation of funds shall be done as per the number of applicants in respective districts with higher share to larger districts. An amount of Rs. 25.00 lacs per annum is earmarked.

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Annexure-X

APPLICATION FOR GRANT OF FINANCIAL AID FOR MARRIAGE OF/TO
DISABLED PERSON

1. Name of the applicant
2. Father's Name
3. Caste
4. Permanent Home address
5. Date of birth
6. Detail of disability with percentage.
(Medical certificate duly issued by
Distt. Medical Board be attached)
7. Name and address of the disabled/able boded person to whom
Married.
8. Date of birth of Spouse
9. Date of marriage.
- 10.

Purpose for which amount of assistance is
proposed to be utilized.

Dated:-

Signature of Applicant

Signature of Father/Guardian.

Recommendation of the Tehsil Welfare Officer:-

Dated:-

Signature of Tehsil Welfare Officer

The following documents to be attached with the application form:-

1. Bonafide Himachali Certificate issued
by the Executive Magistrate.
2. Attested copy of birth/ age certificate
of both the spouses.
3. Marriage registration Certificate from
the competent authority.
4. Disability Medical certificate issued by Distt. Level
Medical board.
5. Certificate from the applicant that no such grant has
been received earlier.

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CHAPTER-7
EVALUATION

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It is very important to evaluate the scheme or a project to assess the success and impact thereof. It is desirable to know the achievements as well as the shortcomings of the scheme after the prescribed period. The scheme envisages post- scheme-evaluation. In addition to this provision for mid term evaluation is also made to provide corrective measures in between, if required.

7.1 MID TERM EVALUATION

Objective:-

- To assess the impact of scheme during the implementation phase.
- To take remedial action in between by assessing such requirement through mid term evaluation

Procedure :-

A mid term evaluation will be done after three years of starting the implementation of the scheme to have a feedback to enable the department to provide input like corrective measures wherever necessary. Mid term evaluation may be done by the expert department, NGOs or independent agency which is competent to do the assignment.

7.2 POST TERM EVALUATION

Objective:-

- To measure the outcome and to assess the level of desired impact under all the components of the scheme.
- To know the weaknesses at planning and implementation level and accordingly to ensure remedial action in future

Procedure:-

Evaluation study will be done after a period of 5 years. Following agencies may be considered for assigning the evaluation study:-

- Expert department.
- Non-governmental organization having the experience and expertise in the related area.
- Any other independent agency considered fit for the purpose.

Post term evaluation of the scheme will be done by the above mentioned agencies and submit the report to the department with in the stipulated time frame of three months.

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The agency/organization to be assigned the task of post term/mid term evaluation shall be decided by the State Executive Committee formed under the Chairmanship of Pr. Secretary-cum- Commissioner (Disabilities)

Funds:-

- An amount of Rs. 3.00 lacs for post scheme evaluation is earmarked to be utilized after completion of five years. For mid term evaluation to be conducted after three year an amount of Rs. 1.00 lacs is provided under this component.

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Annexure-XI

7.1 APPLICATION TO UNDERTAKE MID/ POST TERM EVALUATION

- 1. Year :- -----
- 2 Name of Organization:-
- 3 Postal and telephonic address of Organization:-
- 4 Whether Government/ Public /Private Sector Undertaking :-
- 5 Whether Organization registered under any Act.
- 6 Date of registration:-
(Enclose copy)
- 7 Disability field in which organization is working :-
 - a) -----
 - b) -----
 - c) -----
- 8 Detail of Evaluation Studies undertaken so far:-
 - a)
 - b)
 - c)
- 9 Whether grant received from Govt. If so, give detail
 - 9.2.1 State Govt. -----
 - 9.2.2 Central Govt. -----
 - 9.2.3 Other sources -----

10 Detail of the Project Proposal for Mid / Post Term Assessment of the scheme :-

11 Any other information:-

Handwritten mark

Signature (with seal) -----
 Name -----
 Date -----

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 Deptt. of SC, OBC & Minority Affairs
 Himachal Pradesh