

GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH

(Hospital Building), Sector 32-B, Chandigarh-160030 (Ph: 0172-2665253-59, Fax: 0172-2608488)

(ESTABLISHMENT BRANCH-IV)

Endst. No.: GMCH/EIV/EA3(24/1)2016/ 27/2-13 Dated, Chandigarh the, 3-2-16

A copy of letter No. GMCH-Estt-III(1)-2016/6020 dated 17.02.2016 along with enclosures received from the Superintendent (Estt-III), GMCH, Chandigarh is forwarded to the followings for information & necessary action :

1. The Office Superintendent (Estt. I,II, HA-I & HA-II), GMCH, Chandigarh.
2. The System Analyst, IT Centre, GMCH with a request to e-circulate/email the same to all the HODs/Branch Incharges of GMCH Chandigarh.

Remy
31/1/16

Superintendent (Estt-IV)
GMCH, Chandigarh.

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4.3.16

GOVT. MEDICAL COLLEGE & HOSPITAL, CHANDIGARH

(Hospital Building), Sector 32-B, Chandigarh-160 030 ☐ 0172-2665253-60, Fax No. 0172-2609360

(ESTABLISHMENT BRANCH-III)

18.02.16

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Relates-
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3/3/11

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To

The Office Superintendent,
Establishment Branch-IV,
Government Medical College & Hospital,
Chandigarh.

No.: GMCH-Estt.-III(1)/2016/
Dated, Chandigarh the

6020


17 FEB 2016

Subject: Promoting welfare of Persons with Disabilities – Request for alleviating their problems/difficulties in the matter of getting Disability Certificates and medical consultation/treatment.

Reference Endst. bearing No. GMCH/HAI-EA3(15B)-2015/37784-86 dated 31.12.2015 on the subject cited above.

Please find enclosed herewith copy of letter received from the Chairman, Persons with Disabilities Association, Chandigarh regarding Promoting Welfare of Persons with Disabilities.

You are requested to arrange the instructions of Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, Govt. of India issued vide OM No. 36035/3/2013-Estt.(Res.) dated 31st March, 2015 as mentioned in the point No. 4 of the said letter and further sent the same to the System Analyst, IT Centre to e-circulate/email the same to all the HODs/Branch Incharges of GMCH, Chandigarh.


Superintendent Gr.-I (Estt.-III)
For Additional Director (Admn.)

Encl.As above.

GOVERNMENT MEDICAL COLLEGE & HOSPITAL SECTOR-32, CHANDIGARH
HOSPITAL ADMINISTRATION BRANCH-II

No 3 7 7 3 4 - 86

Endst No. GMCH-HA1I-EA3(15B)-2015/

Dated:- **31 DEC 2015**

A copy of the letter received from the Chairman, Persons with Disabilities Association, Chandigarh. Regarding Promoting welfare of Persons with Disabilities-Request for alleviating their problems/difficulties in the matter of getting Disability Certificates and medical consultation/treatment is forwarded to the following for information & further necessary action at the earliest :-

1. Dr. Sunandan Sood, HOD Ophthalmology-cum-Chairman of Disability Board with the request to send their valuable comments as per the request of Chairman of Persons with Disabilities Association, Chandigarh against **point no. 2.**
2. The HOD (IT) & HOD (MRD), GMCH-32, Chandigarh for necessary action against **point No. 7 & 8.**
3. The Office Superintendent (Estt. II & III) for necessary action against **point no. 4, 5 & 6.**

11/1/16

EA9

[Signature]
for **Medical Superintendent**
Director Principal *[Signature]*



"REGARD ALL HUMAN RACE AS ONE"

PERSONS WITH DISABILITIES ASSOCIATION, CHANDIGARH

(Regd. No. 4091)

(Regd. Under Societies Registration Act 1860)

Temp. Head Office : # 268, Sector 23-A, CHANDIGARH -160 023

MOB. : 977916 0268, Mob. : +91 99880 08268, 75089 26295, +91 98760 91058

E-mail : pwdachd@gmail.com

CHAIRMAN
Manjit Singh, IAS (Retd.)
Ph. : 0172-2647475

PRESIDENT
Davinder Singh Saini
Mobile : 99880 08268
97791 60268
Phone : 0172-2720861

VICE PRESIDENT
Tehal Singh
Mobile : 98761 16255

GENERAL SECRETARY
Dharam Pal Rana
Mobile : 75089 26295

FINANCE SECRETARY
Prem Sagar
Mobile : 98760 91058

SECRETARY
Parvinder Singh
Mobile : 98885 19200

LEGAL ADVISOR
H.S. Hundal, Advocate
Former President
of Distt. Bar Association,
Chandigarh
M.: 94171 90904

No. P.W.D.A./CHD/2013/72

Dated 03/11/20

To

The Director,
Govt. Medical College & Hospital,
Sector 32, Chandigarh.

Subject: Promoting welfare of Persons with Disabilities – Request for alleviating their problems / difficulties in the matter of getting Disability Certificates and medical Consultation / treatment.

Respected Sir,

Kindly refer to the subject cited above.

Respectfully submitted that it has been brought to our notice in a General Body meeting that the Persons with Disabilities are facing lot of problems and number of barriers are stopping their ways to get even due benefits / facilities. It is happening only due to lack knowledge to the peoples about the special provision to provide them "barrier-free environment" under Section 46 of Chapter-VIII (NON-DISCRIMINATION) of the "Persons with Disabilities (Equal Opportunity, Protection of Rights and Full Participation) Act, 1995. Therefore, we have formulate the following important and genuine demands to consider sympathically as most of the Persons with Disabilities need human support and are thus obliged to be accompanied by their relatives / friends coming in the different CPDs and Wards for Medical Consultation / treatment:-

1. It is only desirable that the persons with disabilities and older persons they are examined them the medical consultation / treatment on priority with all possible conveniences, given their physical problems. It is a good measure that authorities have arranged separate queues for them for making Registration Cards. However, they are not attended on priority in the OPD with the result that they face avoidable problems and difficulties. Your precious help and due sympathy and that of the doctors and the other staff can prove their morale booster and promote their mainstream integration which is the ultimate aim of the Disability Act.
2. It may also kindly explore the possibility of holding the whole process of issuing the Disability Certificates, including their medical examination, in a separate room on the Ground Floor. The Govt. Multi-Specialty Hospital, Sector-16, Chandigarh has taken decision on the issue. A copy of the office order No. MS-II-2013/10909, dated 9th September, 2013 issued by the GMSH-16 is enclosed herewith for your ready reference (Annexure 'A').

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Dated _____

-2

3. It is requested to direct the concerned authority to make necessary provision for reserved places for parking the vehicles by the persons with disabilities at very near places different places of the premises of the GMCH to avoid them facing barriers.
 4. It is requested to circulate the instructions of the Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, Govt. of India issued vide OM No. 36035/3/2013-Estt.(Res.), dated 31st March, 2015 (ANNEXURE 'B') titled "Guidelines for providing certain facilities in respect of persons with disabilities who are already employed in Government for efficient performance of their duties" to all the Heads, Departments as well as Branch Incharges with the strict directions to comply with the said instructions.
 5. It has been observed that number of employees are suffering from depression and other such ailments. The main reason behind this may be overburden of work in offices upon a single official, due to family circumstances / problems OR may be one's own physical problems. Shortage of staff is also reason behind this. Due to this kind of things, an employee becomes victim of depression and many times, it has been observed in our routine life number of persons face sudden Heart Attack or Paralysis Attack etc. etc.
- Hence, it is only desirable and imperative to take care of the health of each official while working in office and ensuring that no employee is unduly burdened. It is therefore requested to hold health camps in the GMCH-32 from time to time. Undoubtedly, this step will help to keep the good of every official and will increase their productivity.
6. It is requested to ensure to avoid using the word 'Handicapped and Disabled' in the official correspondence in view of the circular issued by the Ministry of Social Justice and Empowerment, Govt. of India vide No. 10-04/CCD/2012/R993, dated 7th February, 2012, which has been further circulated by the Chandigarh Administration amongst the Departments of Chandigarh Administration (ANNEXURE 'C').
 7. It is further suggested that a system may kindly be devised and adopted for the on line payment for various services / charges, including the investigative tests. Such a system will definitely save the valuable time of thousands of patients as well as the concerned /employees of the GMCH-32, while creating a big facility. Such a system may include the making of the payment through debit card / credit card / Internet banking, besides some kind of pre-paid card, or through some mobile phone App.

Such a system may also constitute feature of the proposed Chandigarh Smart City.

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Dated _____

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8. It is also suggested that the already established Desk - "MAY I HELP YOU" - in the Emergency may also be extended in the OPDs for the facility of the patients. It is also suggested that appropriate training, especially with regard to their behavior towards the patients, may be provided to the persons manning these Desks.

As you know that the Govt. of India has decided to make Chandigarh as 'SMART CITY', it is requested to ensure that all old and new buildings to be constructed in near future have low-angled stairs / ramps, lift with brail symbols, low-height hospital beds and earmarking of special parking areas for the Persons with Disabilities at various public places, as per mandate of Section 46 of the Disability Act, 1995.

We shall feel highly obliged if a positive action is taken on our requests and appropriate instructions are issued to all concerned under intimation to us, at the earliest.

With Profound Regards,

Yours Sincerely,



(MANJIT SINGH)

Chairman

Encls: As above

TIME BOUND

No.36035/3/2013-Estt(Res)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

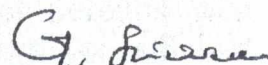
Dated the 14th February, 2014.
North Block, New Delhi.

OFFICE MEMORANDUM

Subject: Guidelines for providing certain facilities in respect of persons with disabilities who are already employed in Government for efficient performance of their duties.

The undersigned is directed to enclose a copy of draft guidelines for providing certain facilities in respect of persons with disabilities who are already employed in Government for efficient performance of their duties. It is requested that the draft guidelines may be examined and suggestions, if any, may be sent to this Department **before 21st February, 2014** as the guidelines will be issued very shortly.

Enclo.: As above.


(G. Srinivasan)

Deputy Secretary to the Government of India
Ph.No.23093307

To

- (i) The Secretary, all the Ministries/Departments of the Government of India;
- (ii) The Secretary, Ministry of Railways, Rail Bhavan, New Delhi.
- (iii) The Chairman, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi.
- (iv) Supreme Court of India, Election Commission of India, Lok Sabha Secretariat, Rajya Sabha Secretariat, Prime Minister's Office, Cabinet Secretariat, Planning Commission.
- (v) The Chairman, Staff Selection Commission, CGO Complex, Lodi Road, New Delhi.
- (vi) Office of the Comptroller & Auditor General of India, 10, Bahadur Shah Zafar Marg, New Delhi.

Copy to: Director, NIC, DOPT – with a request to immediately place this O.M. on the website of this Department for information of all concerned.

No.36035/3/2013-Estt.(Res)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

North Block, New Delhi.
Dated the 201.

Subject: Guidelines for providing certain facilities in respect of persons with disabilities who are already employed in Government for efficient performance of their duties

A need has been felt to issue guidelines to provide certain additional facilities /amenities to the persons with disabilities to enable them to effectively discharge their duties. The facilities such as identification of jobs, post recruitment and pre-promotion training, assistive devices, free accessibility, preference in transfer/posting, special casual leave, etc. have been identified as areas which require special attention. The proposed facility indicated in the guidelines should be applicable in respect of such employees working in the Ministries/Departments of the Government of India, their attached and subordinate offices, Public Sector Undertakings, Government Companies, Cantonment Boards etc.

2. An inter-ministerial committee was formed to finalise guidelines for providing certain facilities in respect of persons with disabilities, who are already employed in efficient discharge of their duties. Based on the discussions held with the stakeholders, the following guidelines are issued to provide certain facilities/amenities to the persons with disabilities:-

A. Identification of jobs

Each Ministry/Department of the Government of India, their attached and subordinate offices, Public Sector Undertakings, Government Companies, Cantonment Boards etc. should identify the types of jobs which could be easily performed by them specially for Group B, C and D posts where the number of jobs are more. Such persons should preferably be posted to perform such identified jobs and they be allowed to continue performing such jobs, as far as possible. If the concerned PWD officer could perform all the jobs as people without disability or could perform several types of jobs efficiently, no effort should be made to instruct them to certain types of jobs only.

B. Post recruitment and Pre-promotion training

Induction training is an essential component of the service requirement of an employee. Induction training programme for the persons with disabilities should be imparted together with the other employees.

Job specific post-recruitment as well as pre-promotion training programmes are required to be organised for the persons with disabilities. Outlining a specific module/norm for training programme for the persons with disabilities common to all the Ministries/Departments and their attached/subordinate offices/Public Sector Undertakings/Government Companies/Cantonment Board, etc. may not be possible as the training requirement may be different on the basis of the work pattern. All the Ministries / Departments should take definite action to conduct job specific inclusive training programmes for the persons with disabilities with other employees.

Duration and training contents may be finalized in consultation with the National Institutes working in the sphere of disability under the Department of Disability Affairs, Ministry of Social Justice and Empowerment. It should also be ensured that training programmes are conducted at the time of change in job, introduction of new technology, after promotion of the employee etc. The venue of the training may be fixed as considered suitable for conducting such training. The Ministries/Departments and their offices shall utilize existing Budget provisions for undertaking the aspects of training programme.

The employee with disability shall be placed with an experienced employee for at least one month on resuming responsibility of a post. This would help him to pick up skills required to perform the job and also expire the adaptations that may be required in individual cases.

B. Providing aids/assistive devices

The persons with disabilities could perform their duties efficiently if they are provided with aids and appliances which are suitable to their needs. Ministries/Departments and their attached and subordinate offices, Public Sector Undertakings, Government Companies, Cantonment Board, etc. should assist the persons with disabilities by providing them good quality assistive devices, special chairs, wheel chairs, software, etc. in accordance with their requirement, which would improve their efficiency.

They should either provide or shall reimburse the cost of such devices with a specific time period for such devices to persons with disabilities in accordance with

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the price/durability of the special devices, special chairs, software etc. as fixed by them, in consultation with various National Institutes working in the sphere of disability. A review exercise shall be carried out by the Departments/Ministries every three years to check the availability or need for introduction of enhanced/upgraded versions of such devices/software etc. They shall utilise their existing budget provisions for providing these facilities.

C. Accessibility and barrier free environment at work place

In addition to the guidelines for modification in all public buildings including Government offices to provide easy accessibility and barrier free environment for PWDs as per the provisions of the PWD Act, all Government offices should take special steps to provide barrier free and accessible work stations to PWD employees, access from main building entrance to their work stations and access to common utility areas such as Toilets, canteens etc.

D. Preference in Govt. accomodation

The Directorate of Estate may give preference to the persons with disabilities for providing them accessible accommodation near their place of posting and they may be preferred for allotment of ground floor accommodation. Existing housing accommodations could be renovated to make them conveniently accessible to persons with disabilities.

E. Grievance redressal

Some of the employees may be got trained by the empanelled Master Trainers/Offices of various National Institutes working in the sphere of disability to develop their skills in handling grievances relating to PWDs.

The Liaison Officer appointed to look after reservation matters for SCs, STs may also act as the Liaison Officer for reservation matters relating to persons with disabilities. The Liaison Officer would also look after the issues relating to providing of amenities for the persons with disabilities. In addition, every Ministry/Department/public sector undertaking would preferably constitute a Grievance Redressal Mechanism headed by the Head of Administration and comprising atleast two employees having knowledge in disability matters. The Committee so constituted would receive and try to redress the grievances of persons with disabilities.