RECRUITMENT OF OFFICERS (SCALE – I, II & III) AND OFFICE ASSISTANTS (MULTIPURPOSE) IN REGIONAL RURAL BANKS

ONLINE EXAMINATION (CRP RRBs XV)

GUIDELINES REGARDING PERSONS WITH BENCHMARK/SPECIFIED DISABILITIES USING THE SERVICES OF A SCRIBE

(This form will be collected during the examination)

The facility of Scribe would be allowed to candidates who are eligible to use the services of scribe and opted for the same in their online application form. The facility of scribe is meant for only those candidates with disabilities who have physical limitation to write including that of speed. In all such cases where a scribe is used, the following rules will apply:

1. The scribe will be allowed to be used as per the guidelines issued vide Office Memorandum F. No. 16-110/2003-DD.III dated February 26, 2013 of Government of India, Ministry of Social Justice and Empowerment, Department of Disability Affairs, New Delhi and clarification issued by Government of India, Ministry of Finance, Department of Financial Services vide letter F. No. 3/2/2013-Welfare dated 26.04.2013 and Office Memorandum F. No. 29-6/2019-DD-III dated 10.08.2022 issued by Government of India, Ministry of Social Justice and Empowerment, Department of Empowerment of Persons with Disabilities (Divyangjan).

2. The candidate will have to arrange his/ her own scribe at his/ her own cost.

3. The scribe may be from any academic stream. However, for Specialist Officers' posts the scribe should be from an academic stream different from that stipulated for the post.

4. Both, the candidate as well as the scribe will have to give a suitable undertaking, in the prescribed format with passport size photograph of the scribe, confirming that the scribe fulfils all the stipulated eligibility criteria for a scribe as mentioned above. Further, in case it later transpires that the candidate/scribe did not fulfill any of the laid down eligibility criteria or has suppressed any material facts, the candidature of the applicant will stand cancelled, irrespective of the result of the test/ examination.

5. Deliberate wrong information about the candidate/ scribe in declaration form submitted at the time of online application or at the time of examination or at any stage would render the candidate and scribe being debarred either permanently or for specified periods of time for CRP examinations.

6. Those candidates who are eligible to use scribe facility shall be eligible for compensatory time of 20 minutes or otherwise advised for every hour of the examination, if they have opted for the same in their online application form.

7. The scribe arranged by the candidate should not be a candidate himself/herself for the online examination under CRP RRBs XV. If violation is detected at any stage of the selection process, candidature of both, the candidate and the scribe will be cancelled for CRP RRBs XV.

8. A scribe can act as Scribe only for one candidate for CRP RRBs XV process. If violation of the same is detected at any stage of the selection process, candidature of the candidates for CRP will be cancelled and scribe will be debarred from future CRP examinations.

9. Please ensure that the scribe that you select should not have appeared as a scribe with a candidate who was debarred in CRP Examinations. The scribe also should not have appeared as a candidate who was debarred in CRP Examinations.

10. Only candidates registered for compensatory time (at the time of online application) will be allowed such concessions since compensatory time given to candidates shall be system based, it shall not be possible for the test conducting agency to allow such time if he/ she is not registered for the same. Candidates not registered for compensatory time shall not be allowed such concessions.

11. Any candidate who is using services of scribe should ensure that he/she is eligible to use the services of scribe in the examination as per the above guidelines. Any candidate who is not eligible to use scribe as per the guidelines referred to above, but uses scribe in the examination shall be disqualified to participate further in the recruitment process. Also, such candidates can be removed from service without notice, if the candidate has already joined the Regional Rural Bank.

12. For candidates availing scribe in accordance with OM - F. No. 29-6/2019-DD-III dated 10.08.2022, shall be allowed scribe facility subject to production of a certificate at the time of online examination to the effect that person concerned has limitation to write and that scribe is essential to write examination on his/her behalf from competent medical authority of a Government healthcare institution as per proforma attached as Appendix I in the Notification for CRP RRBs XV. Also, the qualification of the scribe should be one step below the qualification of the candidates taking examination. Letter of undertaking as per Appendix II should be submitted by such candidates at the time of examination. Such candidates shall not be allowed to appear for the examination without the specified medical certificate as per Appendix I and Appendix II of the said Notification.

13. **During the exam, at any stage, if it is found that scribe is independently answering the questions, or prompting answers in any direct/indirect manner, the exam session will be terminated and candidate's candidature will be cancelled. The candidature of such candidates using the services of a scribe will also be cancelled if it is reported/ detected after the examination by the test administrator personnel that the scribe independently answered the questions or prompted the answer in any direct/indirect manner. In such cases, the Candidate and scribe may also be debarred either permanently or for specified periods from all CRP – examinations/processes.**

14. IBPS reserves the right to share the list of debarred candidates/scribes to other Recruiting agencies for their information.

15. The candidates are advised to possess/acquire valid Aadhaar Card for the CRP process. IBPS/RRBs would conduct online Aadhaar verification of the candidates/scribes at different stages of the selection process.

16. Please note that those candidate who have been debarred from appearing in CRP Examination for specified periods in terms of communication made to that effect by IBPS may act accordingly.

17. IBPS reserves the right to introduce additional steps in the examination process to safeguard and maintain the integrity of the examination.

18. Candidates are advised to take note of "The Public Examinations (Prevention of Unfair Means) Act, 2024 & amendment made in 2026 "and Rules framed therein.

19. **Candidates who are eligible and have applied for availing the services of a scribe have to fill in the online scribe declaration form. The link for filling online scribe declaration form has been provided in the exam intimation email sent to eligible candidates on their registered email ID. The link is also available on official IBPS website www.ibps.in. After filling the online declaration form, candidates have to download it and bring a print out of it on the day of examination.** In the online scribe form, along with the scribe details, the candidate has to mandatorily upload the class 10th SSC/ SSLC/ 10th standard/ 12th/Degree or equivalent certificate of the scribe. On the day of the examination, the scribe is required to bring the original class 10th SSC/ SSLC/ 10th standard/ 12th/Degree or equivalent certificate for verification. **On the day of examination, the PwBD/PwSD candidates must carry their UDID cards/Disability Certificates.**