

Disability Certificate

The Disability Certificate acts as identity proof for persons suffering from certain disabilities.

Aagam is a platform for the needful young adults to help them with options for their career and to complete their board education.

contact@aagam.org.in



DISABILITY CERTIFICATE Base Page



1. What does Disability Certificate mean?

Disability Certificate specifies that a person has a certain disability. It is issued by the medical authority appointed by the government. The eligibility is defined by the parameters and percentage of disability as mentioned under the Right of Persons with Disabilities Act, 2016 on this link https://legislative.gov.in/sites/default/files/A2016-49_1.pdf. It defines 'person with disability' as a "person with long term physical, mental, intellectual or sensory impairment which, in interaction with barriers, hinders their full and effective participation in society equally with others".

The specified disabilities as mentioned in the Act include physical disability like visual impairment, hearing impairment, speech and language disability; intellectual disability like specific learning disabilities, autism spectrum disorder; mental behavior like mental illness; disability caused due to chronic neurological conditions, blood disorder; multiple disabilities like more than one of these specified disabilities or combination of disabilities.

2. Why is a Disability Certificate required?

It can be used as identity proof to avail benefits from scholarship schemes for students with disabilities, reservation in government jobs, loan for starting own business, group insurance for government employees with disabilities, unemployment allowance to educated disabled persons, etc. At times students with disabilities are provided additional time for writing papers and also a writer to support them in exams.



3. What are the steps involved in registration for a **Disability Certificate**?

Two options are available – apply in-person or online.

4. Who are the authorities for Registration of Disability Certificate?

Chief Medical Officer/Medical authority appointed by the state government are the authorities for registration.

5. Where can you collect the Disability Certificate from?

The certificate is issued within a period of 10 – 15 days of application. It can be collected from the office of the Chief Medical Officer/Medical authority. You can locate the address from the government website from this link http://www.swavlambancard.gov.in/medicalcamp/knowCamps.

You can also download your e-Disability Card & e-Unique Disability Identity Card from this link http://www.swavlambancard.gov.in/.

6. Are there any alternate sources you can contact to get the **Disability Certificate**?

No, there are no alternates.



7. Can corrections be made to the **Disability Certificate**?

Yes, for this you must take these steps to apply in-person.

- i. Write an application to the Chief Medical Officer / Medical authority in your area.
- ii. Specify the part where correction is required. Also mention the correct details in the application. iii. Attach the original Disability Certificate and submit it at the office with the application.
- iii. You may confirm with the local authority in case any other step is required.

8. Is there any procedure to follow if you have lost your **Disability Certificate**?

Yes, the procedure can be done in-person and online.



DISABILITY CERTIFICATE Detailed Information

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1. What are the steps involved in getting a Disability Certificate?

Two options are available – apply in-person or online. Here is the list of specified documents required for it.

Following is the list of documents that are needed while applying for a Disability Certificate. It may vary for each state / Union Territory. You can check with the nearest office in your locality.

- i. Two passport size photos
- ii. Address proof (ration card/voter ID card/driving license/bank passbook/PAN card/passport/telephone, electricity, water or any other utility bill indicating the address of the applicant / certificate of residence issued by Panchayat, Municipality, Cantonment Board, any <u>Gazetted Officer</u> or the concerned Patwari or Head Master of a Government School (as applicable) / in case of an inmate of a residential institution for persons with disabilities, destitute, mentally ill, etc. a certificate of residence from the head of such institution)

Note: Document for residential proof may vary for each state / Union Territory. You can check with nearest office in your locality.

Gazetted Officer – They are people appointed at the executive / managerial level as public servants in India. If a person's name is published in the Gazette of India or any state government gazette / document, that person is called Gazetted.

Gazetted officers can attest documents that are true copy of the original documents.



1.1 In-person

 Click on this link - http://www.swavlambancard.gov.in/medicalcamp/knowCamps to identify the address of the nearest medical authority in your district and you will land on the screen as visible in the snapshot below. (For team: This image will be a pop-up on the screen.)

> My Account > Update Personal Profile	Medical Camps / Hospital		District Name			
Track Application Status	All	~	All	~	GO RESET	
 Medical Camps / Hospitals District Welfare Office 	Camp Name	Address	i.	Camp Start Date / Time	Camp End Date / Time	Branch / Ward Name
Disability Schemes	ASSESSMENT CAMP- JOWAI CIVIL HOSPITAL, IALONG WEST JAINTIA HILLS DISTRICT		RIAT WEST VILLAGE NTIA HILLS DISTRICT -	08/07/2021 10:00:00	08/07/2021 16:30:00	Khliehriat West
Contact Information	ASSESSMENT CAMP- JOWAI CIVIL HOSPITAL, IALONG WEST JAINTIA HILLS DISTRICT		VILLAGE WEST JAINTIA ISTRICT - 793150	11/03/2021 10:00:00	11/03/2021 16:00:00	Jarain
hri Vikash Prasad Jirector	ASSESSMENT CAMP - DSWO	MAWSY	NRAM, VENUE - NRAM EAST KHASI ISTRICT PIN - 793113	11/03/2021 09:00:00	11/03/2021 15:00:00	Mawsynram Dongneng
<pre>Department of Empowerment of Persons with Disabilities, Ministry of Social Justice & Empowerment toom No. 5, B-I Block, Antyodaya</pre>	ASSESSMENT CAMP - DSWO	WAHPA	URKSEW THAW, PYNURSLA, IASI HILLS DISTRICT,	18/03/2021 09:00:00	18/03/2021 15:00:00	Urksew Wahpathaw

- Fill the application form to apply based on the specific disability. Click Registration,
 Multiple Disability, Other Disabilities for the sample of the format for different forms for registration for Disability Certificate.
- iii. In the case of persons with mental retardation, autism, cerebral palsy or multiple disabilities, application can be made by the legal guardian.
- iv. Once all the details are filled, sign at appropriate places.
- v. Attach all required documents and submit the application along with the documents.
- vi. On accepting your application, the authority will check the details. In case of permanent disability, no medical examination is required.
- vii. The Chief Medical Office / Medical authority reviews the case and assign disability percentage. CMO Office prepares Disability Certificate and generates UDID and Disability Certificate.
- viii. Once the process is successful, you will get the Disability Certificate delivered to the registered address.
- ix. Usually, the certificate is valid for 5 years for temporary disability. You may confirm these details at the office.



Legal guardian – This is a person who has the legal authority to care for the personal and property interests of another person. Guardians are typically applicable in 4 situations: guardianship for an incapacitated senior, guardianship for a minor, and guardianship for developmentally disabled adults and for adults found to be incompetent.

3.2 Online

The online services for each state are available on the state government's website for citizen services. You can confirm it on your state government's website and follow the procedure mentioned on it.

i. Click on this link - http://www.swavlambancard.gov.in/ for applying for Disability Certificate/Unique Disability Identity and you will land on the screen as visible in the snapshot below. (For team: This image will be a pop-up on the screen.)

Login		Create an account	
Enrolment Number / UDID Number *		Please register with us with your details and appl Disabilities Identification Card. Click on below Re	
Date of Birth *		You can apply online using your personal inform	ation, address, ld proof and
DD/MM/YYYY	Ē	Address proof etc.	
	Prb3IV	REGISTER	
	Department of Empowerment of Persons with Disabilities Government of India	Office of The Chief Commissioner for Persons with Disabilities Government of India	الله المراجعة مراجعة مراجعة مراجعة المراجعة المراجعة المراجعة مراجعة المراجعة المراجعة مراجعة ممراجعة مراجعة ممراحمة مراجعة مراجعة مماحمعة مراجعم

- ii. Fill in details under the Create an Account column and register on the portal.
- iii. Once registered and logged in to the account, click "Apply online for Disability Certificate" and you will land on the screen as visible in the snapshot below. (For team: This image will be a pop-up on the screen.)



1 PERSONAL DETAILS	2 DISABILITY DETAILS	> 3 EMPLOYMENT DETAI	LS	\geq	4 IDENTITY DE	TAILS	
Personal Details							
Applicant First Name *	Applicant Middle N	ame	Applicant Su	rname	е		
आवेदक का पहला नाम *	आवेदक का मध्य नाम		आवेदक का उप	ग्नाम			
(Click on the text to see the suggestions / hints) Applicant Father's Name *	(Click on the text to see a Applicant Mother's	00	(Click on the tex Date of Birth		the suggestions / h	nts)	
			Day	~	Month	Year	-
आवेदक के पिता का नाम *	आवेदक के माता का ना	म *	Age * (Auto ca	alculate	e based on date of	birth)	
(Click on the text to see the suggestions / hints)	(Click on the text to see	the suggestions / hints)					
Gender *	Mobile Number		E-Mail Id				
Please Select Gender	+91						
Mark of Identification	Category *						
	Please Select Cate	egory 🗸					

- iv. Fill the required details and upload required documents. Click English to see the format of the form.
- v. This data is submitted to the Chief Medical Office / Medical authority. Once they verify the data, the specialist doctor needs to assess the disability of the person with the disability.
- vi. The Chief Medical Office / Medical authority reviews the case and assign disability percentage. CMO Office prepares Disability Certificate and generates UDID and Disability Certificate.
- vii. Once done, follow the instructions on the screen to complete the process.
- viii. You can track the progress of the application through the "Track Your Application Status" option on the main page of the website.

Note: You may follow the same website link for renewal of the Disability Card.

2. Is there any procedure to follow if you have lost your Disability Certificate?

Yes, the procedure can be done in-person and online.



2.1 In-person

It includes filing a report to the police. Generally, it is a Non-Cognizable Report (NCR). Along with the copy of NCR, you also need an Affidavit. Once done, you can visit the nearest office of Chief Medical Officer / Medical authority appointed by the state government and submit these documents with other proof of information like identity and address.

With the help of all these documents you can get the duplicate copy of your Disability Certificate.

2.1.1 Report to the police

- i. Visit the nearest police station and describe all the details to the police whatever you know.
- ii. You can either verbally tell the police officer about the issue or write down the details by yourself.
- iii. If you tell the police verbally, then the duty officer must write it down and then make an entry in the General Diary or Daily Diary.
- iv. If you submit a written complaint, then you must carry two copies. One for the duty officer and the other one will be returned to you, with a receiving stamp on it.
- v. The police will go through all the details once you submit the information. After that, the information recorded by the police is read over to you.
- vi. A free copy of the report filed will be given to you with an NCR number, date of NCR and the name of the police station. vii. Make sure that both the copies must be stamped. It is proof that they received your complaint.

2.1.2 Affidavit

For information regarding what an affidavit is and how to get it made, <u>click here</u>.

2.2 Online

i. Click on this link - http://www.swavlambancard.gov.in/pwd/pwdlostcard register for a copy of the Disability Certificate and you will land on the screen as visible in the snapshot below. (For team: This image will be a pop-up on the screen.)



 My Account Update Personal Profile Track Application Status 	Lost Card Note: Please Enter the Enrolment No Or UE Enrolment No. *	DID Card No	UDID Card No. *	
 Medical Camps / Hospitals District Welfare Office Disability Schemes 	Date of Birth * DD/MM/YYYY	Ē	SUBMIT	
Contact Information				
Shri Vikash Prasad Director				
Department of Empowerment of Persons with Disabilities, Ministry of Social Justice & Empowerment				
Room No. 5, B-I Block, Antyodaya Bhawan, CGO Complex, Lodhi Road, New				

- ii. Ensure that you keep the Enrolment Number and UDID Card No. handy as mentioned in your original document. This information needs to be mentioned on the portal. You also need to enter your Date of Birth.
- Based on these details, the Lost Card Report will be sent to the Department of Empowerment of Persons with Disabilities. Further, your details will be looked for and displayed on the screen. This will include email ID, mobile number, state /
- iv. Union Territory, address, disability percent, disability type, etc.
- v. Next, upload the copy of FIR as proof. You may follow instructions as mentioned on the screen. vi. Once done, follow the instructions on the screen to complete the process.For information regarding what an affidavit is and how to get it made, click here. For team: This information is available in a separate document on your mail.
- vi. A list of persons required to register births is specified under the following categories and the details for each category are given in the table below-



3. Sample forms for Registration & Template of Disability Certificate

3.1 Sample for Registration of Disability Certificate by Persons with Disabilities (English) – Page 1

"Form-I APPLICATION FOR OBTAINING DISABILITY CERTIFICATE BY PERSONS WITH DISABILITIES (See rule 3)
1. Name: (Surname) (First name) (Middle name)
2. Father's name: Mother's name:
3. Date of Birth: (date)/ (month)/ (year)/
4. Age at the time of application: years
5. Sex: Male/Female
6. Address:
(a) Permanent address
(b) Current Address (i.e. for communication)
(c) Period since when residing at current address
7. Educational Status (PI. tick as applicable)
Post Graduate Graduate Diploma Higher Secondary High School Middle Primary Illiterate
8. Occupation
9. Identification marks (i) (ii)
10. Nature of disability: locomotor/hearing/visual/mental/others
11. Period since when disabled: From Birth/Since year
12. (i) Did you ever apply for issue of a disability certificate in the pastYES/NO
(ii) If ves, details:
Authority to whom and district in which applied Result of application
13. Have you ever been issued a disability certificate in the past? If yes, please enclose a true copy.
Declaration: I hereby declare that all particulars stated above are true to the best of my knowledge and belief, and no material information has been concealed or misstated. I further, state that if any inaccuracy is detected in the application, I shall be liable to forfeiture of any benefits derived and other action as per law.
(Signature or left thumb impression of person with disability, or of his/her legal guardian in case of persons with mental retardation, autism, cerebral palsy and multiple disabilities)
Date:
Place:



3.2 Sample for Registration of Disability Certificate (In case of Multiple Disabilities) (English)

Form-III

Disability Certificate (In case of multiple disabilities) (NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE) (See rule 4)

Recent PP size Attested Photograph (Showing face only) of the person with disability

Certificate No.

Date:

Date:								
This Shri/Sm	is t/Kum.	to	certify	that	we	have /son/wife/	carefully	examined
Shri	L/Kum						daughtei (DD / MM / Y	
3mm	~	ge	years,	male/fe	mala	_ Date of Biltin	(DD / MM / 1	Registration
No.		ge	permanent	male/re	resident		- of	House
No.		\0/ard	Village/Street		resident	Pos		House
Office			District	Ctot			». photograph is a	Wind shows
	satisfied that:		District			, whose	photograph is a	unxed above,
anu are	sausieu mai.							
			Disability. His/her d) for the disabilit					
S. No. (in %)	Disability	Affecte	ed Part of Body	Diagnosis	Perm	anent physical	im pairm ent/me	ntal disability
1	Locomotor di	sability	Ø					
2	Low vision	#	0					
3	Blindness	Both E	Ves					
4	Hearing impa		Å£					
5	Mental retard		x					
6	Mental-illness		~					
_	e light of the		/her over all per	manent phys	sical impairm	ent as per guid	elines(to be sp	ecified), is as
In figure	s:		percent					
In words	0					percent		
2. This c	condition is pro	gressive/ r	on-progressive/ I	ikely to impro	ve/ not likely	to improve.		
3. Reas	sessment of d	sability is:						
(i) not ne	ecessary,							
Or								
	commended/a		_years	months	, and therefor	re this certificate	e shall be valid f	ill (DD / MM /
@ - e.g.	Left/Right/bot	h arms/leg	1					
#-e.g. \$	Single eye/bot	h eyes						
£ - e.g	Left/Right/bo	th ears						
	pplicant has s of Document		e following docun f Issue Detail		of residence issuing certif			
5. Signa	ture and seal	of the Med	cal Authority.					
Name a Chairpe	nd seal of Mer rson	mber	Name and sea	l of Member	Namo	e and seal of the	8	
Signatu	e/ Thumb im p	ression of t	he person in who	se favour dis	ability certific	ate is issued		



3.2 Sample for Registration of Disability Certificate (In case of Other Disabilities) (English) – Page 1

Form-IV **Disability Certificate** (In cases other than those mentioned in Forms II and III) (NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE) (See rule 4) Recent PP size Attested Photograph (Showing face only) of the person with disability Certificate No. Date: This is to certify that L have carefully examined Shri/Smt/Kum. wife/daughter son/ of Shri Date of Birth (DD / MM / YY) years, male/female Registration No. permanent resident of Age Ward/Village/ House No._ Street _Post Office District State whose photograph is affixed disability. His/her extent of percentage above, and am satisfied that he/she is a case of physical impairment/disability has been evaluated as per guidelines (to be specified) and is shown against the relevant disability in the table below:-Affected Part of Body S. No. Disability Diagnosis Permanent physical impairment/mental disability (in %) Locomotor disability ø 2 Low vision # 3 Blindness Both Eyes 4 Hearing impairment £ Mental retardation х 5 6 Mental-illness х (Please strike out the disabilities which are not applicable.) 2. The above condition is progressive/ non-progressive/ likely to improve/ not likely to improve. 3. Reassessment of disability is : (i) not necessary, Or ____months, and therefore this certificate shall be valid till (DD / MM / (ii) is recommended/ after years YY) @ - e.g. Left/Right/both arms/legs # - e.g. Single eye/both eyes Å£ - e.g. Left/Right/both ears 4. The applicant has submitted the following document as proof of residence:-Nature of Document Date of Issue Details of authority issuing certificate (Authorised Signatory of notified Medical Authority) (Name and Seal) Countersigned (Countersignature and seal of the CMO/Medical Superintendent/Head of Government Hospital, in case the certificate is issued by a medical authority who is not a government servant (with seal)} Signature/ Thumb impression of the person in whose favour disability certificate is issued Note: In case this certificate is issued by a medical authority who is not a government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District."



3.3 Sample for Registration of Disability Certificate (In case of Other Disabilities) (English) – Page 2

Note: The principal rules were published in the Gazette of India vide notification number S.O. 908(E), dated the 31st December, 1996. Form-V Intimation of Rejection of Application for Disability Certificate (See rule 4) No. Dated: To, (Name and address of applicant for Disability Certificate) Sub.: Rejection of Application for Disability Certificate Sir / Madam, Please refer to your application dated _____ for issue of a Disability Certificate for the following disability: 2. Pursuant to the above application, you have been examined by the undersigned/ Medical Board on , and I regret to inform that, for the reasons mentioned below, it is not possible to issue a disability certificate in your favour: (i) (iii) (111) 3. you are aggrieved by the rejection of your application, you may represent to In case _, requesting for review of this decision. Yours faithfully, (Authorised Signatory of the notified Medical Authority) (Name and Seal) (Dr. Arbind Prasad) Joint Secretary to the Govt. of India

3.4 Sample Unique Disability ID

Ministry of Social Justice & Empowerment







3.4 Sample form for online Unique Disability ID (English) – Page 1

PERS		H DISA	BILITY	REGIST	RATION	FOR	M	
1. Personal Details								1
Applicant Name :	Feet	Name	MiddeN	ane	Sumame			
Father's Name :	1999. 19		1.402253.00	987 S.	Contractor	63		
Mother's Name :								ograph Size 2 x 3
Date of Birth :		1000000	Age	e			e aaspun	OLC 2 A G
Mobile No :	,000j	and it if i	E-m	ail ID :		113		
Gender :	Male D	Female [Other					
Mark of Identification :								
Category :	General	OBC*	SC.	ST.	(* Attached cast	certificate f	Signature / Thi for OB C/ SC/S	
Blood Group :	□ 0+	□ 0-	🗆 A+	□ A-	🗆 в+	🗆 В-	AB+	AB-
Marital Status :	Married*	Un	married	Widow	Divorce	ed 🗆 🛙	Divorcee & V	lidower
	*# you are ma	rried give Sp	ouse Name :					
Name of Guardian/ Caretaker /Attendant / Related Person :					His/Her Con	tact No. :		
Relation with Person with Disability :	E Father	Mother	U Wife	Husban	d 🗌 Unde	Aunty	Sister	Othe
Educational Details :	Primary	ПМ	iddle/Higher	Primary	Senior Se	condary	Higher S	econdary
	Diploma Doctorate		raduate		PG Diplon	па	Post Gra	duate
2. Address Details								
Correspondence Address :								
					Pincode :			
	State/UTs :			2	2000000000000			
	City/Sub Dist				Village/Bloc			
Document for Address Proof :	Allense - Contag	200000				1217002		2000



3.5 Sample form for online Unique Disability ID (English) – Page 2

Permanent Address :	9 			
	13 - 1940-1940 -		e poverso caso so	
	State/UTs :		District :	
	City/Sub Distric//Tel	hsil :	Village/Block :	
3. Disability Details	i			
Have disability Certificate :	□ Yes* □ No	(" If yes, please fill in the following	ng details & attach disability	certificate
Sr./Reg. No. of Certificate :		Date	of Issue :	
Disability Percentage (%):			9 kample: 30%, 40%, 50%, 60	
Details of Issuing Authority :	Chief Medical Of	fice 🗌 Medical Authority		
Disability Type :	Blindness	Muscular Dystrophy	Hearing Impairment	Hemophilia
	Low Vision	Parkinson's Disease	Intellectual Disability	🗌 Thalas semia
	Leprosy Cured	Sickle Cell Disease	Acid Attack Victim	Locomotor Disability
	Cerebral Palsy	Dwarfism	Mental Illness	Multiple Sclerosis
	Specific Learning Disabilities	g Disability	Autism Spectrum Disorder	Chronic Neurologic Conditions
	Multiple Disabilit	ies including Deaf Blindness		
Disability By Birth :	□ Yes* □ No	Disab	ility Since :	(in Year)
Pension Card Number :	8	Disab	ility Scheme :	ALC CONTY
Hospital Treating Disability :				
Disability Area :	Chest Ean	s 🗆 Head 🗆 Left Ey	e 🗆 Left Hand 🗆 L	eftLeg D Mouth
5	Nose Sho	ulder 🗆 Throat 🛛 Right E	Eye 🗆 Right Hand 🗆 F	Right Leg 🗆 Stomach
Disability Due to :	Accident	□Congenital □ Heredi	tarv	
4. Employment Det	tails			8
Employed :	□ Yes □ No*	Unemployed Since :		
Occupation :	Govt. Job	Professional/Technical	Agriculture	Service & Shops
	Clerks	Craft/Trade Workers	Daily Wages Worker	Plan#Factory
	Other Occupatio	n		
BPL/APL:	Other Occupatio N/A APL	222	a	
		222		00 □ > 5,00,000
BPL/APL :		. 🗆 BPL 🗆 Antody	1,00,000 to 5,00,0	



3.6 Sample form for online Unique Disability ID (English) – Page 3

Attached Identity Proof :	Driving Licence	PAN Card	Ration Card	U Voter ID	Aadhar Car
Identity Proof Number :					
Aadhaar Card Number :			TIN (NPR) :		
Any Other State/UTs ID :			Other State/UTs	ID Value :	
1		the endicent	do harabu daalara th	nat wénat in natata	l ahaya ie kua ka
best of my own information a		, the applicant	do nereby declare th	at what is slated	above is true to
Date :		Applicant's Signa	ture/Thumbprint : _		

