



No. E.220/0/2/RR/Pt-XIX

Kolkata, dated:- 18.03.2026

All Concerned

Sub: Revised Advisory and Standard Operating Procedure (SOP) to handle the cases of PwBD candidates applying for jobs or admission with Government Employers (GEs) or Government Institutions of Higher Education (GIHE) and Other Higher Education Institutions aided by Government (OHEI) regarding.

Ref: Joint Director, Estt. (Res.)/Railway Board/NDLS's letter No. 2025-E(SCT)I/133/10 dated 18.02.2026.

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A copy of Railway Board's letter No. 2025-E(SCT)I/133/10 dated 18.02.2026 along with MoSJ&E's letter no. P-13013/95/2023-UDID/IT/STATISTICS dated 15.10.2025 on the above subject matter is circulated herewith for information, guidance and further necessary action.

D.A: As above

(Sanjay Das)

Asst. Personnel Officer (RP & Store)
for Principal Chief Personnel Officer

(11)

20/2/26
20-2-26

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25/2/2024
GOVERNMENT OF INDIA (भारत सरकार)
MINISTRY OF RAILWAYS (रेल मंत्रालय)
RAILWAY BOARD (रेलवे बोर्ड)

No. 2025-E(SCT)/I/133/10 Pt.

New Delhi, dated 18.02.2026

The General Manager (P)
All Indian railways & Production Units

The Director General/RDSO/Lucknow.

The CMD/M.D of all the PSUs/Autonomous Bodies under the control of Ministry of Railways.

Sub:-Revised Advisory and Standard Operating Procedure (SOP) to handle the cases of PwBD candidates applying for jobs or admission with Government Employers (GEs) or Government Institutions of Higher Education (GIHE) and Other Higher Education Institutions aided by Government (OHEI) regarding.

A copy of Ministry of Social Justice & Empowerment (Department of Empowerment of Persons with Disabilities)'s D.O. letter No. P-13013/23/2021-UDID (Part-3) dated 24.11.2025, which is self-explanatory, on the above mentioned subject is forwarded herewith.

2. The same may please be brought to the notice of all concerned for information/ necessary action and strict compliance.

DA:- As above.

CPO (IR)

Ch/ACC

28/19/2

PCPO

18 FEB 2026

Chos/Rubing

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Room No. 154A, Rail Bhawan, New Delhi-110001

APO/RP & Store

(Goutom Mondal)

Joint Director Estt. (Res.)

Railway Board

(Email Id: esct1railwayboard@gmail.com)

Ph. No. 011-23047208

No. P-13013/95/2023-UDID/IT/STATISTICS

Govt. of India

Ministry of Social Justice & Empowerment

Department of Empowerment of Persons with Disabilities (Divyangjan)

5th Floor, Pandit DeendayalAntyodaya Bhawan, CGO Complex, New Delhi-110003

Date 15th October, 2025

CIRCULAR

Subject:- Revised Advisory and Standard Operating Procedure (SOP) to handle the cases of PwBD candidates applying for jobs or admission with Government Employers (GEs) or Government Institutions of Higher Education (GIHE) and Other Higher Education Institutions aided by Government (OHEI) regarding.

The undersigned is directed to refer to the subject mentioned above and to state that the Department of Empowerment of Persons with Disabilities (Divyangjan) has issued a revised Advisory and Standard Operating Procedure (SOP) to handle cases of Persons with Benchmark Disabilities (PwBDs) applying for employment or admission with Government Employers (GEs), Government Institutions of Higher Education (GIHEs), and Other Higher Education Institutions (OHEIs) aided by Government.

2. The enclosed Advisory and SOP are issued in supersession of the earlier Advisory-cum-SOP circulated vide this Department's letter No. P-13013/95/2023-UDID/IT/STATISTICS dated 17.09.2024. All concerned authorities are requested to take necessary action for its implementation and ensure compliance.

3. This issues with the approval of the competent authority.

Encl: As above



(Manish Kumar Mishra)

Under Secretary to the Government of India

To,

1. All Secretaries of Government of India
2. Additional Chief Secretaries of Health/Principal Health Secretaries/Secretaries of Health Department/Directorate General of Health Services (All States/UTs Govt.)
3. Principal Secretaries of Social Welfare Department/Secretaries of Social Welfare Department/Director Social Welfare Department (All States/UTs Govt.)
4. Chairmen/Heads of all recruiting and examination bodies of Centre, State and UT Governments

Rajeev Sharma
Joint Secretary

D.O. No.: P-13013/23/2021-UDID (Part-3)

Date: 24th November, 2025

The *Unique Disability ID (UDID) Card* and *Disability Certificate* serve as the primary and authentic documents enabling persons with disabilities to avail various benefits notified by the Central and State/UT Governments. Eligible holders of UDID cards and disability certificates can apply for employment and admission in higher educational institutions operated by or receiving aid from the competent government. They may also avail welfare schemes such as pension, transport concessions, assistance in procurement of vehicles, distribution of assistive devices, and other applicable benefits.

2. It has come to notice that incidents of issuance and circulation of fraudulent or fake disability certificates and UDID cards have been reported from various States/UTs as well as by members of the public. Chapter-XVI of the Rights of Persons with Disabilities (RPwD) Act, 2016 prescribes stringent penalties for such offences. In particular:

- (a) Section 89 provides that any person contravening any provision of the Act or related rules shall, for the first contravention, be liable to a fine up to ₹10,000 and for subsequent contraventions to a fine between ₹50,000 and ₹5,00,000.
- (b) Section 91 stipulates that any person who fraudulently avails or attempts to avail any benefit meant for persons with benchmark disabilities shall be punishable with imprisonment up to two years, or with fine up to ₹1,00,000 or with both.

3. In the interest of ensuring integrity and transparency in the delivery of benefits to *persons with disabilities*, this advisory is issued to all active UDID card and disability certificate holders to verify and validate their disability credentials before availing any benefits. This is essential not only to maintain the sanctity of the system but also to safeguard individuals from penalties under the Act in cases of misuse, whether intentional or inadvertent.

4. It is further requested that all Ministries/Departments of the Government of India, and the Social Welfare Departments of State/UT Governments dealing with disability-related matters, may kindly issue necessary instructions to recruiting agencies, higher educational institutions, and other implementing bodies under their administrative control or in the jurisdiction of respective State/UT administration. These agencies/institutions may be directed to authenticate the UDID card and disability certificate of applicants/beneficiaries with the issuing medical authority or designated hospital prior to granting any benefit, appointment, or admission. Additionally, revised advisory No. P-13013/95/2023-UDID/IT/Statistics dated 15th October be followed for the cases as mandated in the said advisory.

5. Your personal attention to this matter will greatly strengthen the credibility and reliability of disability-related service delivery mechanisms across the country.

Yours sincerely,

(Rajeev Sharma)

1. All Secretaries to the Government of India (As per standard list).
2. All principal Secretaries / Secretaries of social welfare department dealing with the subject of disability of all State/UTs (As per standard list).
3. All UDID related nodal officer in the State/UTs (Through website and UDID portal also).
4. All UDID and disability certificate holders in the country through website and UDID portal.



No. P-13013/95/2023-UDID/IT/STATISTICS

Government of India
Ministry of Social Justice & Empowerment
(Department of Empowerment of Persons with Disabilities)

Date: 15th October, 2025

Revised Advisory and Standard Operating Procedure (SOP) to handle the cases of PwBD candidates applying for jobs or admission with Government Employers (GEs) or Government Institutions of Higher Education (GIHE) and Other Higher Education Institutions aided by Government (OHEI) regarding.

Reference:

1. This department's gazette notifications dated 26.04.2016 and 04.01.2018 prescribing the disability assessment guidelines (SOP) for disability certification
2. Launch of UDID project through online swavalamban portal in January, 2017 vide Section 18(5) of RPwD Act, 2016
3. This department's Gazette Notification dated 21.05.2021 on mandatory issuance of certificate of disability through swavalamban card.gov.in portal.
4. Department's notification no. 38/16-2020/DDH (Note 8) dated 4th January 2021 mandating the government employers to verify the authenticity of certificate of disability and examine suitability of the candidate in terms of functional requirement before appointment.
5. SOP on appeal for re-assessment of disability, issued by this DEPwD dated 19.06.2024
6. CCPD's order dated 05.03.2024 in Case No. 14380/1031/2023 directing MoH&FW, GoI to create a structure for handling the appeals of PwBD students, against the assessments of the designated medical boards of NMC.
7. Disability assessment guidelines (SOP) for disability certification, issued by department vide Gazette Notification dated 12.03.2024, and as amended from time to time.
8. Appeal mechanism prescribed by DEPwD for Government Employers (GEs) or Government and Other Institutions of Higher Education (GIHE & OHEI) dated 17.07.2024.
9. This department's communication to UPSC, vide letter no. 18-25/2024-policy dated 25.04.2025, authorizing any organization to verify disability status/suitability for job by conducting a medical test.

Section 32 of the Rights of Persons with Disabilities Act, 2016 provides for reservation of not less than five percent seats for persons with benchmark disabilities in all Government