

DIRECTORATE GENERAL, CRPF
C.G.O.COMPLEX, LODHI ROAD, NEW DELHI -110003
(MHA / Grih Mantralaya)

No. P.III.1/2011-Welfare

Dated, the 27 July, 2011.

STANDING ORDER NO. 04/2011

Subject: **REHABILITATION OF FORCE PERSONNEL**

In suppression of earlier orders and instructions including Standing Order No. 07/99, on the subject the following orders are laid down for rehabilitation of disabled persons.

2. The Department has three categories of disabled personnel:-
 - (A) Those who are disabled due to injuries sustained in action against terrorists / anti social elements / insurgents / naxalites / while maintaining law & order / internal security / undergoing training or on any other bonafide duty.
 - (B) Those who are disabled due to sickness / accident.
 - (C) Those who are disabled due to psychiatric diseases.
3. Department should make all efforts to take care of its disabled personnel without compromising with overall efficiency of the Combatant Force.
4. Therefore, a sick / injured person should be given full medical treatment at Unit level, in Civil Hospital and GC, Hospital / Composite Hospital or any other Hospital. The responsibility to ensure that the sick / injured person gets full medical treatment will be on the Medical Officer Incharge of the M.I. Room / GC, Hospital / Base Hospital and on the Head of the Unit/Office/Institution. Full medical treatment should also include fitment of admissible artificial limbs to those who are in need of them. After the sick / injured person has received full medical treatment and the Medical Officer Incharge is of the opinion that there are no signs/indication of improvement and that the individual is not fit for normal active duty, the case of the individual should be referred to the Departmental Rehabilitation Board by the Unit / Office/institution concerned.
5. The personnel with disability will appear before Departmental Rehabilitation Board (DRB) which will consist of the following at the Sector level:-
 - i) Chairman : IGP
 - ii) Member : One DIGP
 - iii) Member : One Commandant/2-I/Cor DC
 - iv) Member : One CMO(SG) *
 - v) Member : One CMO/SMO

*** Note:- (With Specialization in the nature of disability, if not available request be made to nearby sister organization or Civil hospital to co-opt such member).**
6. This board will subject the person concerned to critical examination with a view to determine his physical / mental capability, aptitude, job requirement etc. and

after assessing capability and health condition of the person, will recommend specifically that :-

- i) Whether, he / she can be rehabilitated within the Force by assigning the jobs mentioned in Para – 7 and 8 below as per his / her physical and mental health condition.

OR

- ii) The person is not fit for any kind of duty (specific reasons & Medical opinion) therefore recommended to be invalidated out.

7. After critical examination of the person and assessment of his/her suitability for the job, DRB will recommend any of the tasks for him / her as specified below :-

- a. Dak / Office Runner,
- b. Telephone Operator,
- c. Attendants in R/Room, Welfare Centre, School Bus,
- d. Sales person in Canteen, Co-operative, Floor mills,
- e. RTO at Railway Station,
- f. Office jobs viz coy writer etc.,
- g. Mess Constable, Service Man,
- h. Any other specified job considered suitable from time to time.

8. Above mentioned duties are mostly for ORs. In case any person of the rank of ASI and above (executive) and personnel of Technical Trades like MT, Signals and Ministerial Cadre etc. are disabled, they will be retained in the same rank and cadre and will be preferably posted in BNs/ Offices/ Institutions which are located in comparatively less operational active areas. The nature of their duties / tasks will be decided by the DRB in consultation with Sector IsG on the basis of their physical and mental health condition. Disabled personnel will not be eligible for any pre-promotional or promotional courses and for promotion.

9. DRB will also recommend the following in their final decision:-

- a) The personnel under category (A) of Para 2 will be retained in service till they remain in medical category SHAPE-IV as per shape factor mentioned in SO-04/2008. Such personnel may be extended proper medical facilities to improve their medical category. In case no improvement in their health has been found and become totally unfit to perform any kind of duties as per medical categorization SHAPE-V mentioned in SO-4/2008 or any other order issued from time to time, they will be recommended for boarding out.
- b) The Personnel have less than 10 years qualifying service at the time of invalidation and their disability is attributable to Govt. duty, will be entitled for disability pension as per existing instructions/rules and they may be boarded out accordingly.
- c) The personnel under category (B) of Para-2 will be retained in service upto 10 years of service to make them eligible for invalidation pension subject to their permissible time of Shape system as per SO-4/2008. The disabled personnel will be

invalidated out from the service as per Rule 38 of CCS(Pension) Rule only after providing them vocational training from vocational training institution (as per their physical and mental health/ condition), if they desire so. Individual may inform WARB about their willingness for employment outside the department.

- d) Those declared unfit on ground of psychiatric disease will be Invalidated out immediately, irrespective of their fitness at the time of recruitment.
- e) That while rehabilitating partially disabled personnel in Units/Offices care should be taken to ensure that these personnel may be posted to the Offices / institutions where adequate medical facilities are available and is near to his / her home town so that he/she can get family support at the time of need. However, number of such persons per office/institution, should be kept within reasonable limits but not more than 2% so that the overall efficiency of the institution / Unit does not suffer and in case of more personnel then a reasonable time of posting out be also ensured that other disabled personnel also get chance of postings etc.
- f) That resulting deficiency in the post to which the disabled person belongs, does not hamper overall efficiency of a Unit / Office / Institution.

10. Personnel who are not found fit by DRB for being accommodated in any of the jobs mentioned in para 7 & 8 will be referred to the medical invalidation board as per rules in force. Before invalidation the following measures will be taken for their rehabilitation:-

- (a) It will be the responsibility of the **Sector IsGP** to refer them for training as per recommendation of the DRB, if the individual is willing. Training will be given to these personnel in the vocational training institution. Expenditure so incurred on the training will be borne from Central Welfare Fund. Comprehensive proposal having all information viz fee / eligibility / duration of course etc will be moved to Welfare Branch of Dte. General, CRPF for sanction of expenditure from CWF. Welfare branch of Directorate will arrange for their training.
- (b) After training these person should be invalidated out from the Force and efforts should be made through WARB to refer them for suitable placement of these personnel which are available in open market. However no onus lies on department for alternate placement once invalidated out from service.

11. Before recommending final invalidation, DRB will specifically mention in their report about the efforts made to impart training etc so that he/she can earn livelihood with respect. He / she will be paid benefits as per rules on the subject including the regimental fund etc.

12. These instructions should be given wide publicity and explained to all ranks in the Force.

Sd/- 27/07/2011
(K. VIJAY KUMAR) IPS,
DIRECTOR GENERAL, CRPF.

No. P.III.1/2011-Welfare

Dated, the 27 June, 2011.

Copy forwarded to:-

1. Spl.DG, CRPF, J&K, Central & NE Zone,
2. Addl.DG, CRPF, Hyderabad, Addl.DG, CRPF, Trg, Pers.,
3. All IGP(including Ops), CRPF / Director, ISA, Mt.Abu/ CRPF Academy.
4. IGP/Med.Supt., All Composite Hospital, CRPF,
5. All DIGP(including Ops), CRPF,
6. All Principal, CTC / RTC, CIAT, CRPF,
7. All DIGP, GC(including Sig.GC), CRPF,
8. DIGP, CWS-1,2, CRPF,
9. All Bns Comdt.(including RAF, Signal, SDG), CRPF.

Sd/- 27/07/2011
(Y. K. MATHUR)
DIGP(WELFARE)
DTE

INTERNAL:-
ALL PS OF DTE
ALL BRANCHES OF DTE
DA-1, 4, DA-SM, CWO-1, 2
MASTER FILE OF DA-3
I/C EDU./CWF/RF

DIRECTORATE GENERAL, CRPF
C.G.O.COMPLEX, LODHI ROAD, NEW DELHI -110003
(MHA / Grih Mantralaya)

No. P.III.1/2011-Welfare

Dated, the 14 Aug, 2012.

AMENDEMENT/ADDENDUM TO STANDING ORDER NO. 04/2011

Subject: **REHABILITATION OF FORCE PERSONNEL**

The following amendment/addendum to Standing Order No. 04/2011 is hereby issued with immediate effect:-

Para - 7	<u>FOR</u>	<u>READ</u>
	<p>7. After critical examination of the person and assessment of his/her suitability for the job, DRB will recommend any of the tasks for him / her as specified below :-</p> <p>a. Dak / Office Runner,</p> <p>b. Telephone Operator,</p> <p>c. Attendants in R/Room, Welfare Centre, School Bus,</p> <p>d. Sales person in Canteen, Co-operative, Floor mills,</p> <p>e. RTO at Railway Station,</p> <p>f. Office jobs viz coy writer etc.,</p> <p>g. Mess Constable, Service Man,</p> <p>h. Any other specified job considered suitable from time to time.</p>	<p>The various jobs which can be given to the persons required to be rehabilitated /recommended any of the tasks for him/her as specified below :-</p> <p>(A)Light duty for ORs :</p> <ol style="list-style-type: none"> 1. Canteen(dry/wet) 2. Telephone attendant 3. /Control Room duty. 4. Office assistant. 5. Attendant in Recreation Room Welfare Centre, School Bus. 6. Sales person in Canteen, Co-operative Shop, Floor Mills. 7. Signal dak runner. 8. Temple priest. 9. Store man/NCO. 10. Water supply by trucks. 11. Hygiene & sanitation NCO. 12. LO duty. 13. Post office/Bank duty. 14. Mess Constable in officers' mess /SOs' mess/ORs' mess. 15. Railway station transport bus conductor. 16. Internet café/online works(GC/BN/HQ) 17. Electrician duty (after completion of related course). 18. Gardener, carpenter,(for vacant post after trade training). 19. Sick report NCO. 20. Atta Chakki NCO. 21. Line NCO. 22. Hospital attendant to other casualties. 23. Dak/Office runner. 24. Line men.

		<p>25. RTO at Railway Station. 26. Office job viz coy writer etc. 27. Any other job considered suitable.</p> <p>(B) Light duty for SOs :</p> <ol style="list-style-type: none"> 1. Control Room Duty (IG/DIG Office) 2. Mess SO 3. I/C Co-operative Shop 4. Canteen SI 5. Welfare Centre SO 6. QM/SI Particularly in GCs. 7. Building Branch SO in GCs. 8. Adm SO in training Centre 9. Computer/Internet related work. 10. OPS branch SO. 11. Training branch SO. 12. Liaison Officer with senior officers <p>(C) Light duties for Officer:</p> <ol style="list-style-type: none"> 1. Control room Officer 2. Intelligence collation /processing officer 3. AC(Adm) in GCs/BN. 4. DC store in GCs. 5. Transit camp I/C. 6. Adm officer in training centre 7. I/C building branch in GCs. 8. Course I/C in training centre (as per physical condition) 9. Adjutant, QM in BN HQ, in peace area. 10. Staff officer duties depending on the aptitude.
Para-8	FOR	READ
	<p>Above mentioned duties are mostly for ORs. In case any person of the rank of ASI and above (executive) and personnel of Technical Trades like MT, Signals and Ministerial Cadre etc. are disabled, they will be retained in the same rank and cadre and will be preferably posted in BNs/ Offices/ Institutions which are located in comparatively less operational active areas. The nature of their duties / tasks will be decided</p>	<p>The list is illustrative and not exhaustive. In case any person of the Technical Trades like MT, Signals and Ministerial Cadre etc. is disabled, he should be preferably posted in BNs/ Offices/ Institutions which are located in comparatively less operational active areas. The nature of their duties /tasks can be decided on the basis of their physical and mental health condition.</p>

	by the DRB in consultation with Sector IsG on the basis of their physical and mental health condition. Disabled personnel will not be eligible for any pre-promotional or promotional courses and for promotion.	
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Sd/- 14/8/2012
(K. VIJAY KUMAR) IPS,
DIRECTOR GENERAL, CRPF.

No. P.III.1/2012-Welfare

Dated, the 14 Aug, 2012.

Copy forwarded to:-

1. Spl.DG, CRPF, J&K, Central & NE Zone,
2. Addl.DG, CRPF, Hyderabad, Addl.DG, CRPF, Trg, Pers.,
3. All IGP(including Ops), CRPF / Director, ISA, Mt.Abu/ CRPF Academy.
4. IGP/Med.Supt., All Composite Hospital, CRPF,
5. All DIGP(including Ops), CRPF,
6. All Principal, CTC / RTC, CIAT, CRPF,
7. All DIGP, GC(including Sig.GC), CRPF,
8. DIGP, CWS-1,2, CRPF,
9. All Bns Comdt.(including RAF, Signal, SDG), CRPF.

Sd/- 14/8/2012
(Marianus Minj)
DIGP(WELFARE)DTE

INTERNAL:-

ALL PS OF DTE
ALL BRANCHES OF DTE
DA-1, 4, DA-SM, CWO-1, 2
MASTER FILE OF DA-3
I/C EDU./CWF/RF

DIRECTORATE GENERAL, CRPF
C.G.O.COMPLEX, LODHI ROAD, NEW DELHI -110003
(MHA / Grih Mantralaya)

No. P.III.1/2011-Welfare

Dated, the 01 May, 2015

AMENDEMENT/ADDENDUM TO STANDING ORDER NO. 04/2011

Subject: **REHABILITATION OF FORCE PERSONNEL**

The following shall be incorporated in para 4 of Standing Order 4/2011 issued vide our letter No.P.III.1/2011-Welfare dated 27/7/2011 :-

“Personnel of Signal Bns/Institutions and CWS/AWS etc. will appear before the Departmental Rehabilitation Board of their Ops Sector.”

2. However, cases of these institutions for DRB will be processed through their designated Adm Sector.

Sd/-01-05-2015
(Prakash Mishra) IPS,
Director General, CRPF

No. P.III.1/2011-Welfare

Dated, the 01May, 2015

Copy forwarded for favour of information and necessary action to the:-

1. Addl/Spl. DG NZ/SZ/CZ/NEZ, CRPF, CRPF, Jammu/Hyderabad/Kolkata/ Guwahati.
2. All Sector IsG (including Ops IsG/), CHs/Director ISA, CRPF.
3. All DIsG (including Ops DIsG) Ranges/GCs/Commandants including CWS, Signal Bns, SDG, CTC (T&IT) Ranchi CRPF.
4. Principal CTCs/RTCs, CRPF
5. All CMOs Base Hospital, CRPF.

Sd/-01-05-2015
(Anupam Kulshreshtha)
DIG(Wel./Adm),Dte.Genl., CRPF