

**GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION**

\*\*\*\*

F.No. 34/3/86-R-V

Islamabad, the 25<sup>th</sup> November, 2022

**OFFICE MEMORANDUM**

**Subject: OBSERVANCE & IMPLEMENTATION OF 2% DISABILITY QUOTA**

The undersigned is directed to refer to subject cited above and to invite attention towards orders dated 19-10-2022, passed by the Honorable Islamabad High Court, Islamabad in Writ Petition No. 1949/2021 titled Tahir Mehmood vs Election Commission of Pakistan & Others. Para – 2 and 3 of the said orders are being reproduced below for ready reference:

*"Para – 2 – The perusal of the provisions of Sections 10 and 28 of the Act\* reflect that the quota for employment of specially-abled persons needs to be maintained across all public sector entities and not just Federal Ministries. The report\*\*\* submitted does not state whether the said law is being implemented in relation to all public sector entities within the control of the Federal Government. It also appears that there is need to exercise the legislative authority vested in the Federal Government and the Council\*\* under Sections 33 and 34 of the Act to put in place a roadmap with specific timelines to ensure the rights promised to specially-abled persons under the Act are given effect."*

*"Para – 3 – The Council in consultation with the Establishment Division would need to ensure that every public sector organization comes up with its own HR plan to give effect to provisions of the Act, which plan is then published on the website of the respective organization for purposes of awareness and to inform specially-abled persons regarding job opportunities within such organizations. Such HR plans would need to be developed in consultation with Council, which would be able to inform the respective public sector organization as to the level of skill set of specially-abled persons as certified by the Medical Board to facilitate identification of posts against which such persons can serve."*

- Note:** \* The Act refers to "ICT Rights of Persons with Disabilities Act, 2020".  
\*\* The Council refers to "The Council on the Rights of Persons with Disabilities (CRPD)" under the Ministry of Human Rights.  
\*\*\* The Report submitted by CRPD.

2. In view of the above referred task of utmost significance that has been entrusted to Establishment Division, all Ministries & Divisions are requested to nominate a focal person (of the level of Joint Secretary/BS-20) with directions to respective focal persons to ensure execution of following tasks: -

- i. Data reconciliation in consultation with the Council on Rights of Persons with Disabilities (CRPD) Human Rights Division & Pakistan Public Administration Research Center (Establishment Division) to identify shortfall falling under the 2% disability quota reserved for Persons With Disabilities (PWDs) in employment.
- ii. To ensure that any shortfall identified during the course of exercise at "No.i" above, is filled latest by 15<sup>th</sup> of January, 2023.

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- iii. A certificate to this effect is required to be furnished by each Ministry / Division to the CRPD, Human Rights Division, being the custodian of 2% disability quota reserved for Persons With Disabilities (PWDs); under intimation to Establishment Division.
  - iv. It is also informed that a Medical Assessment Board under the CRPD examines and provides "Disability Certificates" to the declared / eligible PWDs on fortnightly basis. Therefore, necessary awareness while advertising posts to be filled through disability quota may also be given. The Focal Person in this regard in the CRPD is Rana Saeed Ramzan, contact No.051/9255929 & 0307-5000500, address: CRPD, NARC Building, Gate No.2, Park Road, Islamabad.
  - v. Further, the status of observance of disability quota as per record maintained by Pakistan Public Administration, Research Center (PPARC) regarding your Ministry is also enclosed for reference purpose. (Focal person at PPARC is Mr. Shahid Satti, Director Tele No. 051-9252101).

  
(Palwasha Muzaffar Shah)  
Section Officer (R-V)

**All Secretaries of Ministries/Divisions**

- Copy to :-
1. JS (Admn), Ministry of Human Rights, Government of Pakistan, Islamabad.
  2. DG (PPARC), Islamabad.
  3. Deputy Attorney General, Islamabad High Court, Islamabad.