



Equal Opportunity Cell for Persons with Disabilities

Guru Teg Bahadur Building, Opposite CDOE
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Ref. no. D-EOC/25/38

Dated: 13-02-25

CIRCULAR

Subject: Usage of Appropriate Terminology for Persons with Disabilities in Communications and Documents.

As per the directives of the Ministry of Social Justice and Empowerment, Department of Empowerment of Persons with Disabilities (Divyangjan), Government of India, vide notification No. F. No. R-22033/3/2021-DD-II/V (E-15623) dated 09-02-2025, and the subsequent notification issued by the Department of Social Security and Women & Child Development (Disability Cell), Government of Punjab, vide No. SSWCD-10/52/2023-3DS/I/1020957/2025, all Departments/Branches/Regional Centres/Affiliated Colleges and Constituent Colleges of Panjab University are hereby directed to adhere to the following guidelines regarding appropriate terminology for persons with disabilities:

1. The terms "Divyangjan," "Divyangta," and "Divyang" should be used in place of "Viklang," "Viklangta" in all official communications, documents, and correspondences.
2. The term "Persons with Disability" should replace "Disabled" in all references.
3. "Intellectual Disability" should be used in place of "Mental Retardation."
4. "Hearing Impaired" should replace the term "Deaf and Dumb."

All concerned authorities, faculty, staff, and students must ensure compliance with these revised terminologies in all official documents, records, notifications, circulars, and communications. The intent of this directive is to promote inclusive and respectful language for persons with disabilities, in alignment with the principles of dignity and empowerment.

This circular must be displayed on all departmental notice boards and circulated across all relevant institutions under Panjab University.

For any clarifications, please contact the Equal Opportunity Cell - PwDs at Panjab University.


Nodal Officer for PwDs

F.No. R-22033/3/2021-DD-II/V (E-15623)
Government of India
Ministry of Social Justice and Empowerment
Department of Empowerment of Persons with Disabilities (Divyangjan)

5th Floor, Pt. Deendayal Antodaya Bhawan,
CGO Complex, Lodhi Road, New Delhi-111003

Dated: 9th January, 2025

To,
All Secretary/Principal Secretary of Social Welfare Department of all States / UTs
Administration

**Subject: Usage of Appropriate Terminology for Persons with Disabilities in
Communications and Documents -reg.**

Sir/Madam,

I am directed to refer to the above mentioned subject and to say that in line with the Hon'ble Minister, Ministry of Social Justice and Empowerment directive regarding the usage of the appropriate and respectful terminology when referring to persons with disabilities in all official communications and documents. The updated terminology should be incorporated in all current and future documents, official correspondences, and communications.

2. In this regard, it has been decided that the following terms should be used:

i. "Divyangjan, Divyangta, Divyang" should replace the terms "Viklang, Viklangta".

ii. The term "Persons with Disability" should be used in place of "Disabled", "Intellectual Disability" instead of "Mental Retardation", and "Hearing Impaired" instead of "Deaf and Dumb" respectively.

3. In view of the above, it is requested to ensure that the appropriate terminology is used in all your respective communications and is communicated to all concerned authorities within your jurisdiction.

Yours faithfully,



(Ram Charan Meena)
Under Secretary to the Govt. of India
Tele: 011-24360316