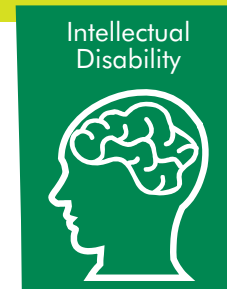


A GUIDE TO APPLY FOR THE SPECIAL CNIC

SCNIC

Special Computerized
National Identity Card



Network of Organizations Working for
People with Disabilities, Pakistan

Contact Details

D-114, Avenue 5, Block 5, Clifton, Karachi, Sindh - 75600, Pakistan.
Tel: +92 21 35865501-2, +92 21 35833945-6 Fax: +92 21 35865503
Web: <http://www.nowpdp.org>, Email: info@nowpdp.org



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INTRODUCTION

One of the initiatives taken by the Government of Pakistan for People with Disabilities (PWDs) in the year 2009 was to introduce a Special Computerized National Identity Card (SCNIC), in order for them to avail the benefits provided by the Government. For more details about these benefits, please see the NOWPDP Legal Rights Brochure available on our website.

Details of the procedure to obtain the Special CNIC and Disability Certificate, as well as the contact details of all concerned offices, have been listed in this brochure by NOWPDP to facilitate people and make the process easier to follow.

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SINDH

PROCEDURE TO APPLY FOR SPECIAL COMPUTERIZED NATIONAL IDENTITY CARD (SCNIC) IN SINDH

STEP 1

EMPLOYMENT EXCHANGE CARD

- 1** Visit the Employment Exchange Office in your residential district.
(For contact details of the offices, please refer to page 5 or visit NOWPDP website, <http://www.nowpdp.org>)
- 2** Fill the Application form
(Application form will be provided by duty officer at Employment Exchange Office)
- 3** Have Application form attested by grade-17 government officer
(Like Branch Manager of National Bank of Pakistan or Union Council Nazim)

Documentation Requirements

- 2 Passport size photographs
- 1 Photocopy of Educational Certificates (if applicable)
- 2 Copies of CNIC or "B" form for candidates less than 18 years old with attested copy of father's CNIC

Delivery Time & Cost

Delivery Time	Cost
1 Hour	Free

“The only disability in life is a bad attitude.”

-Scott Hamilton

STEP 2

DISABILITY CERTIFICATE

- 1 Visit the Social Welfare office in your residential district.
(For contact details of the offices, please refer to pages 6 & 7 or visit NOWPDP website, <http://www.nowpdp.org>)
- 2 Fill the application form
(Application forms will be provided by an on-duty officer at the Social Welfare Office)
- 3 Get an appointment date for the 'Medical Examination' from an on-duty officer at Social Welfare Department on the submission of the application form and the required documents.
The clearance by the Medical Examination board should be shown to the on-duty officer and the Social Welfare department to get the Disability Certificate.

Documentation Requirements

- 2 copies of CNIC, or "B" form for people without CNIC or less than 18 years old
- 2 copies of Employment Exchange Card (only for Sindh)
- 3 passport sized photographs
- 2 copies of Educational Certificates (if applicable)

Delivery Time & Cost

Delivery Time	Cost
1 Month	Free

“I choose not to place "DIS",
in my ability.”

-Robert M. Hensel

STEP 3

SCNIC

- 1 Visit the NADRA Office close to your residence. (UAN 111 786 100)
(Application procedure is similar to the one followed for CNIC).

Process at Data Acquisition Unit (DAU)

- Issuance of Token
- Photo Capturing
- Thumb impression and Signatures
- Data Acquisition by Data Entry Officer (DEO)
- Form Printing
- Attestation & Form Submission

Documentation Requirements

Documents required by SCNIC applicant at the time of application:

1 copy of Disability Certificate issued by the Social Welfare Department

And any **one** of the following documents:

- 1 copy of Birth Certificate
- 1 copy of old NIC
- 1 copy of Matriculation Certificate
- 1 copy of CNIC of immediate/blood relatives
- 1 copy of Citizenship Certificate issued by MOI

Delivery Time

Normal	Urgent	Fast Track
30 Days	15 Days	15 Days (Queue priority at NSRCs for immediate processing)

Cost Structure

S No	Category	Normal Rs	Urgent Rs	Fast Track Rs	Fast Track with Home Delivery* Rs
1	Fresh SCNIC	0	200	1000	1100
2	Modification	150	200	1000	1100
3	Renewal	75	200	1000	1100
4	Duplicate	150	200	1000	1100

* Fee includes optional Rs.100 delivery charge.

CONTACT DETAILS OF EMPLOYMENT EXCHANGE OFFICES IN SINDH

Hyderabad Office

Vocational Training Centre (Women),
Opposite WAPDA Grid Station,
New HDA Flats, Qasimabad,
Hyderabad.

Karachi Office - Hydri

Manager: Nasir Khan
T.T.C (Technical Training Centre),
Block D, North Nazimabad,
Near Hydri Police Station, Karachi.
Phone: 021-36670227

Karachi Office - Landhi

Manager: Syed Obedullah
Quarter No.172, Area 37-B,
Noor Manzil, Landhi No.1,
Karachi.
Phone: 021-35025588

Karachi Office - Lyari

Manager: Muhammad Anis
Inside Apprenticeship Training
Centre,
Abdullah Haroon Road,
Nayabad Khadda Market, Lyari,
Karachi.
Phone: 021-32527867

Karachi Office - S.I.T.E.

Manager: Khursiad Anwer Khan
B-11 Manghopir Road S.I.T.E.,
Karachi.
Phone: 021-32566351

Thatta Office

Shah Kamal Mohallah,
Ward No. 4, Near NADRA Office,
Soomro Masjid,
Thatta.

“Disability is a matter of perception.
If you can do just one thing well,
you're needed by someone.”

-Martina Navratilova

CONTACT DETAILS OF SOCIAL WELFARE OFFICES IN SINDH

Badin Office

The District Officer (Social Welfare)
Community Development,
c/o EDO - CDD Building, Near DCO
Office behind DAO, Badin.
Phone No: 029-7861232

Dadu Office

The District Officer (Social Welfare)
Community Development,
Old Student Hostel Building, Dadu.
Phone No: 025-9200079

Ghotki Office

The District Officer (Social Welfare)
Community Development,
Mohalla Rahimoo Wali, Ghotki.
Phone No: 072-3684400

Hyderabad Office

The District Officer (Social Welfare)
Community Development,
Behind Bilal Marriage Hall, Unit No.7
Latifabad, Hyderabad.
Phone No: 022-9260442

Jacobabad Office

The District Officer (Social Welfare)
Community Development,
Near Girls College, Jacobabad.

Jamshoro Office

The District Officer (Social Welfare)
Community Development,
R.B.B. Colony, Jamshoro.
Phone No: 0321-2246947

Karachi Office

Directorate of Social Welfare,
Block No: 79, PCRDP,
Sindh Secretariat, Karachi.
Phone No: 021- 99204662

Karachi Office

The District Officer (Social Welfare)
CDGK, 3rd floor, Left wing,
Ex-city Nazim Secretariat,
Civic Centre, Karachi.

Kashmore & Kandhkot Office

The District Officer (Social Welfare)
Community Development,
Near Elementary College,
Kashmore & Kondhkot.
Phone No: 0722-9410303

Khairpur Office

The District Officer (Social Welfare)
Community Development,
Working Women Hostel,
Near S.P House, Khairpur.
Phone No: 024-3554250

Larkana Office

The District Officer (Social Welfare)
Community Development,
Behind SDM Office,
People's Colony, Larkana.
Phone No: 074-9410369

Matyari Office

The District Officer (Social Welfare)
Community Development,
Pir Sarhandi Mohalla, Matyari.
Phone No: 022-2760047/ 022-
2760508/ 0333-2797133

Mirpurkhas Office

The District Officer (Social Welfare)
Community Development,
Ring Road, Near Iqbal Petrol Pump
Civil Defence Building, Mirpurkhas.
Phone No: 0233-9290036-7/ 0300-
3314256

Nausheroferoze Office

The District Officer (Social Welfare)
Community Development,
Near District Account Officer,
Nausheroferoze.
Phone No: 024-481085

Nawabshah Office (Shaheed Benazirabad)

The District Officer (Social Welfare)
Community Development,
c/o EDO Finance & Planning Society,
Nawabshah.
Phone No: 0244-9370087

CONTACT DETAILS OF SOCIAL WELFARE OFFICES IN SINDH

Qambar at Shadadkot Office

The District Officer (Social Welfare)
Community Development,
Bhurira Colony District Qamber,
Qamber at Shadadkot.
Phone No: 0336-3110753/ 0744-
211770/ 0300-2860966

Sanghar Office

The District Officer (Social Welfare)
Community Development,
Working Women Hostel,
Sanghar.
Phone No: 0235-542954/ 0332-
2892606

Shikarpur Office

The District Officer (Social Welfare)
Community Development,
Haji Latif Shab Road,
Near DPO Office, Shikarpur.
Phone No: 072-920189

Sukkur Office

The District Officer (Social Welfare)
Community Development,
Room No. 30, 1st floor,
Mehran Markaz, Clock Tower,
Sukkur.
Phone No: 071-9310915

Tando Allahyar Office

The District Officer (Social Welfare)
Community Development,
House No. 557, Behind S.M. High
School, Prim Nagar, Tando Allahyar.

Tando Mohd Khan Office

The District Officer (Social Welfare)
Community Development,
B & R Colony, DCO Secretariat,
Tando Mohd. Khan.
Phone No: 022-3342334

Tharparkar Office

The District Officer (Social Welfare)
Community Development,
Near D.C Office Mitthi.
Phone No: 0232-262347

Thatta Office

The District Officer (Social Welfare)
Community Development,
Jangshai Raod Makli Thatta.
Phone No: 029-8920184

Umerkot Office

The District Officer (Social Welfare)
Community Development,
DCO Secretariat, Umerkot.
Phone No: 0238-571074/ 0333-
2622642

**PUNJAB, BALOCHISTAN,
KHYBER PAKHTUNKHWA
(FORMER N.W.F.P), FATA,
GILGIT-BALTISTAN**

“Placing one foot in front of the other, I've climbed to higher lengths. Reaching beyond my own limitations, to show my inner strength. No obstacle too hard, for this warrior to overcome. I'm just a man on a mission, to prove my disability hasn't won.”

-Robert M. Hensel

PROCEDURE TO APPLY FOR SPECIAL COMPUTERIZED NATIONAL IDENTITY CARD (SCNIC) IN PUNJAB, BALOCHISTAN, KHYBER PAKHTUNKHWA (FORMER N.W.F.P), FATA, GILGIT-BALTISTAN

STEP 1

DISABILITY CERTIFICATE

- 1 Visit the Social Welfare office in your residential district. (For contact details of the offices, please refer to pages 11 to 16 or visit NOWPDP website, <http://www.nowpdp.org>)
- 2 Fill the application form. (Application forms will be provided by an on-duty officer at the Social Welfare Office)
- 3 Get an appointment date for the 'Medical Examination' from an on-duty officer at Social Welfare Department on the submission of the application form and the required documents. The clearance by the Medical Examination Board should be shown to the on-duty officer and the Social Welfare department to get the Disability Certificate.

Documentation Requirements

- 2 copies of CNIC, or "B" form for people without CNIC or less than 18 years old
- 3 passport sized photographs
- 2 copies of Educational Certificates (if applicable)

Delivery Time & Cost

Delivery Time	Cost
1 Month	Free

“You might not be able to solve the World's Problem, but when you help even one person, you become part of the Solution.”

- Noorudin S. Bhamani

STEP 2

SCNIC

- 1 Visit NADRA Office close to your residence. (UAN 111 786 100) (Application procedure is similar to the one followed for CNIC)

Process at Data Acquisition Unit (DAU)

- Issuance of Token
- Photo Capturing
- Thumb impression and Signatures
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1 copy of Disability Certificate issued by the Social Welfare Department

and any **one** of the following documents:

- 1 copy of Birth Certificate
- 1 copy of Old NIC
- 1 copy of Matriculation Certificate
- 1 copy of CNIC of immediate/blood relatives
- 1 copy of Citizenship Certificate issued by MOI

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2	Modification	150	200	1000	1100
3	Renewal	75	200	1000	1100
4	Duplicate	150	200	1000	1100

* Fee includes optional Rs.100 delivery charge.

CONTACT DETAILS OF SOCIAL WELFARE OFFICES IN PUNJAB

Bahawalnagar Office

The District Officer, Social Welfare,
D.C.O Office Road, Bahawalnagar.
Phone No: 063-9240074/ 063-9240044

Bahawalpur Office

The District Officer, Social Welfare,
District Council Building Railway Road,
Bahawalpur.
Phone No: 062-9255099

Bhakkar Office

The District Officer, Social Welfare,
Social Welfare Complex, Near Jamil
Stadium, Bhakkar.
Phone No: 0453-9200053

Chakwal Office

The District Officer, Social Welfare,
Chakora Complex, District Chakwal.
Phone No: 0543-543708

Chinniot Office

District Social Welfare, Social Welfare,
Room # 16, DHQ Hospital, Chinniot.

D.G. Khan Office

The District Officer, Social Welfare,
Near District Jail, D.G. Khan.
Phone No: 064-9260557

Faisalabad Office

The District Officer, Social Welfare,
Complex (D-Ground), Peoples Colony
No. 1, Faisalabad.
Phone No: 041-92200026/ 041-9200120

Gujrat Office

The District Officer, Social Welfare,
Near Police Station, Civil Line, Jalapur
Jattan Road, Gujrat.
Phone No: 053-9260134

Gujrawala Office

The District Officer, Social Welfare,
Near Najeeb Memorial Girls High
School, Gull Road, Street No. 1, Near
Civil Hospital, Gujranwala.
Phone No: 055-9200146

Jhang Office

The District Officer, Social Welfare,
City Road, Chah Shadi Wala, Jhang.
Phone No: 047-9200280-1

Jhelum Office

The District Officer, Social Welfare,
Mohallah Abbaspura, Jhelum.
Phone No: 0544-9270200

Kasur Office

The District Officer, Social Welfare,
Munir Shaheed Colony, District Court,
District Kasur.
Phone No: 049-9239083

Khanewal Office

The District Officer, Social Welfare,
District Khanewal.
Phone No: 065-9200089

Lahore Office

The District Officer, Social Welfare,
Town Hall, Lahore.
Phone No: 042-99212927-8

Layyah Office

The District Officer, Social Welfare,
Near D.C. Office, Layyah.
Phone No: 0606-413743/57

Lodhran Office

The District Officer, Social Welfare,
District Lodhran.
Phone No: 0608-923029/ 0301-7751192

CONTACT DETAILS OF SOCIAL WELFARE OFFICES IN PUNJAB

Mandi Bahau Office

The District Officer, Social Welfare,
1607-C, Lalazar Colony, Mandi
Bahau Din.
Phone No: 0546-507491

Mianwali Office

The District Officer, Social Welfare,
Kala Bagh Road, B & R Colony,
Mianwali.
Phone No: 0459-920177

Multan Office

The District Officer, Social Welfare,
Social Welfare Complex, Near MDA
Chowk, Multan.
Phone No: 061-9200579/ 061-9200554

Muzaffargarh Office

The District Officer, Social Welfare,
Jail Road, Muzaffargarh.
Phone No: 066-9200084

Nankana Sahib Office

The District Officer, Social Welfare,
Nankana Sahib.
Phone No: 056-2877046/ 0345-6305563

Narowal Office

The District Officer, Social Welfare,
Amin Colony, Circular Road, Narowal.
Phone No: 0542-413541

Okara Office

The District Officer, Social Welfare,
New Lalazar Colony, Near Masjid
Gulzar-e-Madina, Okara.
Phone No: 0442-9200303

Pakpattan Office

The District Officer, Social Welfare,
Green Town, Pakpattan.
Phone No: 0457-352160

Rajanpur Office

The District Officer, Social Welfare,
Fatehpur Road, Rajanpur.
Phone No. 0604-688993

Rawalpindi (Khana Road), Office

The District Officer, Social Welfare,
Social Welfare Complex, 1-Khana
Road, Rawalpindi
Phone No: 051-4474010-5

Sahiwal Office

The District Officer, Social Welfare,
Pardah Bagh, Gulistan Raod, Sahiwal.
Phone No: 040-9200445-7

Sargodha Office

The District Officer, Social Welfare,
A, Satellite Town, Sargodha.
Phone No: 048-9230647

Sheikhupura Office

The District Officer, Social Welfare,
Khalid Road, Near Round Masjid,
District Sheikhupura.
Phone No: 056-9200028

Sialkot Office

The District Officer, Social Welfare,
Social Welfare Complex, Near Sardar
Begum Hospital, Sialkot.
Phone No: 052-9250491

Toba Tek Singh Office

The District Officer, Social Welfare,
Social Welfare Complex, Jhang Road,
Toba Tek Singh.
Phone No: 046-9239005

Vehari Office

The District Officer, Social Welfare,
Social Welfare Complex, Near DHQ
Hospital, Vehari.

CONTACT DETAILS OF SOCIAL WELFARE OFFICES IN BALOCHISTAN

Awaran Office

Phone No: 0856-511189

Barkhan Office

Phone No: 0829-668454

Basima Office

Phone No: 084-731064

Bela Office

Phone No: 0301-2111847

Chagai Office

Chagai at Dalbandin.

Phone No: 08245-211606, 0825-873506

Dera Bugti Office

Phone No: 0835-410495/
0835-420000

Dhadar Office

Phone No: 0832-415575/ 0345-8127993

Nasirabad Office,

Dera Murad Jamali, Nasirabad.
Phone No: 0838-710898, 710793,
710809 / 0345-8821140

Gwadar Office

Phone No: 0864-211063/
0321-2207694

Harnai Office

Harnai.
Phone No: 0345-8821140/0345-2783313

Hub Office

Phone No: 0853-302422/ 0301-2394304

Jaffarabad Office

Jaffarabad at Dera Allahyar.
Phone No: 0838-613489, 510121/
0302-3700081/ 0333-7505341

Jhal Magsi Office

Jhal Magsi at Gandawa.
Phone No: 0837-430101, 430004

Kalat Office

Phone No: 0844-210484/ 0307-3817993

Kech Office

Kech at Turbat.
Phone No: 0852-412930

Kharan Office

Kharan.
Phone No: 0847-510014/ 0332-7945116

Khuzdar Office

Kalat at Khuzdar.
Phone No: 0848-412513/ 0333-7874292

Kohlu Office

Phone No: 0829-667324, 502310

Kuchlak Office

Kalat.
Phone No: 0812-891050/ 0313-8287685

Uthal, Lasbela Office

Lasbela.
Phone No: 0853-610537, 610346

UCD, Loralai Office

Loralai
Phone No: 0824-411293/ 0332-8091256

Dukki, Loralai Office

Loralai
Phone No: 0821-666734

Mach Office

Phone No: 0836-416241, 416588

CONTACT DETAILS OF SOCIAL WELFARE OFFICES IN BALOCHISTAN

Mastung Office

Phone No: 0843-895850/ 0300-2329778

Musakhel Office

Phone No: 0828-611174/ 0345-8046837/ 0334-6692673

Nushki Office

Phone No: 0825-873506, 872453/
0343-8229575

Panjgur Office

Phone No: 0855-642238/
0332-2316221

Pishin Office

Phone No: 0826-421095/ 0300-3856280

Qilla Abdullah Office

Chaman, Qilla Abdullah.
Phone No: 0301-3714151, 0342-8062706

Qilla Saifullah Office

Qilla Saifullah.
Phone No: 0823-610513/ 0345-3783313/ 0332-9144302

Social Welfare Office - Quetta

PCRDP (Provincial Council for Rehabilitation of Disabled Persons) Brewery Road, Near N.T.C. Telephone Exchange, Quetta
Phone No: 081-9213181

Sherani Office

Sherani at Zhob.
Phone No: 0822-412330/ 0301-3230106

Sibi Office

Phone No: 0833-9230031,
9230112/ 0300-3848738

Sarab Office

Phone No: 0871-421617

Washuk Office

Phone No: 0847-323226/ 0333-7921445

Zhob Office

Phone No: 0822-413100/
0333-7782082

Social Welfare Office - Ziarat

Ziarat.
Phone No: 0833-56023

CONTACT DETAILS OF SOCIAL WELFARE OFFICES IN GILGIT-BALTISTAN

Astore Office

Social Welfare Officer, SSMC,
DHQ Hospital, Astor, District Astor.
Tel: 05817-920131

Chilas Office

Social Welfare Officer, SSMC,
DHQ Hospital, Chilas, District Diamer.
Tel: 05812-920178

Gahkooch Office

Social Welfare Officer, SSMC,
DHQ Hospital, Gahkooch, District Ghizer.
Tel: 05814-920361

Gilgit Office

Social Welfare Officer, SSMC,
DHQ Hospital, Gilgit, District Gilgit.
Tel: 05811-920768

Khaplu Office

Social Welfare Officer, SSMC,
DHQ Hospital, Khaplu, District Ghanche.
Tel: 05816-920195

Skardu Office

Social Welfare Officer, SSMC,
DHQ Hospital, Skardu, District Skardu.
Tel: 05815-920304

CONTACT DETAILS OF OFFICES IN KHYBER PAKHTUNKHWA

Abbottabad Office

District Officer, Social Welfare,
Jalal Baba Auditorium, Abbottabad.
Tel: 0992-9310432

Bannu Office

District Officer, Social Welfare, Bannu.
Tel: 0301-8071913

Battagram Office

District Officer, Social Welfare,
c/o DCO, Near Bus Stand, Battagram.
Tel: 0345-9153665/0992-9260306

Bunner Office

District Officer, Social Welfare,
Surarai, Bunner.
Tel: 0939-512004/ 0333-9696633

Charsadda Office

District Officer, Social Welfare,
Kosarabad Tangi Road, Charsadda.
Tel: 091-9220099, 0333-9696633

Chitral Office

District Officer, Social Welfare,
Polo Ground, Chitral.
Tel: 0943-412481, 413491/ 0302-8068370

D.I. Khan Office

District Officer, Social Welfare, D.I Khan.
0966-9280379

Dir Lower Office

District Officer, Social Welfare,
Near DCO Office, Dir Lower.
Tel: 0945-9250166, 0301-8573699

Dir Upper Office

District Officer, Social Welfare,
Mohalla KUS, Dir Upper.
Tel: 0944-880585, 0302-5675604

Haripur Office

District Officer, Social Welfare,
Moh: Abdullah Street, Sher Shah Road,
Haripur.
Tel: 0995-616254, 0300-5234940

Hangu Office

District Officer, Social Welfare, Hangu.
Tel: 0926-623345

Karak Office

District Officer, Social Welfare, Karak.
Tel: 0927-211564

Kohat Office

District Officer, Social Welfare, Kohat.
Tel: 0922-9260306, 0302-5662202

Kohistan Office

District Officer, Social Welfare, Kohistan.
Tel: 0998-407097, 0300-5639215

Lakki Marwat Office

District Officer, Social Welfare,
Lakki Marwat.
Tel: 0300-5763395

Malakand Office

District Officer, Social Welfare,
Cooperative Building, near Central
Hospital Batkhella, Malakand.
Tel: 0932-410601

Mansehra Office

District Officer, Social Welfare,
c/o DCO, H#88, Sector-B,
Ghazi Kot Township, Mansehra.
Tel: 0997-920034, 0301-8137172

Mardan Office

District Officer, Social Welfare,
H. No. 324 The Mall,
Opp: Askari Bank, Mardan.
Tel: 0937-9230290. 0345-9366379

Nowshera Office

District Officer, Social Welfare,
c/o DCO, Near Gumbat, Jenaz Gah
Road, Shah Baba, Nowshera, Kalan.
Tel: 0923-645455, 0333-8245233

Peshawar Office

District Officer, Social Welfare,
Near DCO office,
Bacha Khan Chowk, Peshawar.
Tel: 091-9211700

CONTACT DETAILS OF OFFICES IN KHYBER PAKHTUNKHWA

Shangla Office

District Officer, Social Welfare,
College Road Alpuri, Shangla.
Tel: 0996-850798, 0345-9527881

Swabi Office

District Officer, Social Welfare,
Abdul Rehman building, Link Road, Swabi.
Tel: 0938-222714

Swat Office

District Officer, Social Welfare.
Near Dr. Sikander Clinic,
Saidu Sharif, Swat.
Tel: 0946-9240203, 0333-9483456

Tank Office

District Officer, Social Welfare,
Main Lal Moor Bannu Road, Opp: NADRA.
Tel: 0963-510300, 0300-5845805

CONTACT DETAILS OF SOCIAL WELFARE OFFICES IN FATA

Bajaur Agency Office

Social Welfare Officer, SSMC,
Disability Board at Agency Headquarter
Hospital, Bajaur Agency at Khar.
Tel: 0942-220082, 0314-9922700

Mohmand Agency Office

Social Welfare Officer, SSMC,
Disability Board at Agency Headquarter
Hospital, Mohmand Agency at Ghallanai.
Tel: 0924-290224, 0342-9229124

Khyber Agency Office

Social Welfare Officer, SSMC,
Disability Board at Agency Headquarter
Hospital, Khyber Agency at Landi-Kotal.
Tel: 091-9239512, 0333-9144454

Orakzai Agency Office

Social Welfare Officer, SSMC,
Disability Board at Agency Surgeon's
Office, Orakzai Agency at Hangu.
Tel: 0925-621880, 0345-9210972

Kurram Agency Office

Social Welfare Officer, SSMC,
Disability Board at Agency Headquarter
Hospital, Kurram Agency at Parachinar.
Tel: 0926-312777, 0300-5998354

North Waziristan Agency Office

Social Welfare Officer, SSMC,
Disability Board at Agency Headquarter
Hospital, NWA at Misranshah.
Tel: 0928-211066, 0342-9229124

South Waziristan Agency Office

Agency Zakat Officer,
Sheikh Market, Tank-Waziristan Road,
Tank at WANA.
Tel: 0336-7238122

ISLAMABAD AND AZAD JAMMU & KASHMIR

PROCEDURE TO APPLY FOR SPECIAL COMPUTERIZED NATIONAL IDENTITY CARD (SCNIC) IN ISLAMABAD AND AZAD JAMMU & KASHMIR

STEP 1

DISABILITY CERTIFICATE

- 1 Residents of Islamabad and Azad Jammu & Kashmir are required to visit the NCRDP, in Islamabad, to obtain their disability certificate. Visual and hearing impaired people are required to visit the National Institute for Rehabilitation Medicine (NIRM) for initial assessment before visiting the NCRDP. Residents of AJK may additionally visit the Social Welfare office in Muzaffarabad. (For contact details of the offices, please refer to page 20 or visit NOWPDP website, <http://www.nowpdp.org>)
- 2 Fill the application form (application form will be provided by an on-duty officer at the NCRDP or Social Welfare office).
- 3 Get appointment date and venue for 'Medical Assessment Board' (MAB) from an on-duty officer at NCRDP or Social Welfare on the submission of the application form and the required documents. On the recommendation of the MAB, disability certificate is issued by NCRDP.

Documentation Requirements

- 2 copies of CNIC, or "B" form for people without CNIC or less than 18 years old attested by a Gazetted Officer, with attested copy of father or mother's CNIC
- 3 passport sized photographs
- 2 copies of Educational Certificates (if applicable)
- 1 copy of medical history or prescriptions (if applicable)
- 1 Initial Assessment Report by NIRM (for people with visual and hearing loss)

Delivery Time & Cost

Delivery Time	Cost
1 Month	Free

“Disability is not a brave struggle or
'courage in the face of adversity.'
Disability is an art.
It's an ingenious way to live.”
-Neil Marcus

STEP 2

SCNIC

- Visit the NADRA Office close to your residence. (UAN 111 786 100)
(Application procedure is similar to the one followed for CNIC).

Process at Data Acquisition Unit (DAU):

- Issuance of Token
- Photo Capturing
- Thumb impression and Signatures
- Data Acquisition by Data Entry Officer (DEO)
- Form Printing
- Attestation & Form Submission

Documentation Requirements

Documents required by SCNIC applicant at the time of application:

1 copy of Disability Certificate issued by the NCRDP or Social Welfare Department

And any **one** of the following documents:

- 1 copy of Birth Certificate
- 1 copy of Old NIC
- 1 copy of Matriculation Certificate
- 1 copy of CNIC of immediate/blood relatives
- 1 copy of Citizenship Certificate issued by MOI

Delivery Time

Normal	Urgent	Fast Track
30 Days	15 Days	15 Days (Queue priority at NSRCs for immediate processing)

Cost Structure

S No	Category	Normal Rs	Urgent Rs	Fast Track Rs	Fast Track with Home Delivery* Rs
1	Fresh SCNIC	0	200	1000	1100
2	Modification	150	200	1000	1100
3	Renewal	75	200	1000	1100
4	Duplicate	150	200	1000	1100

* Fee includes optional Rs.100 delivery charge.

CONTACT DETAILS OF NATIONAL COUNCIL OF REHABILITATION OF DISABLED PERSONS (NCRDP) IN ISLAMABAD

Capital Administration Development Division
(National Council of Rehabilitation of Disabled Persons - NCRDP), Islamabad,
Hanna Road, Opposite NORI Hospital, G-8/4, Islamabad.
Phone: 051-9263349-50

CONTACT DETAILS OF NIRM IN ISLAMABAD

National Institute for Rehabilitation Medicine (NIRM)
Street 9, G-8/2, Islamabad.

CONTACT DETAILS OF SOCIAL WELFARE OFFICES IN AZAD JAMMU & KASHMIR

Directorate of Social Welfare
Block 7, New Secretariat, Muzaffarabad.
Phone: 05822-921990, 921222

A Prayer

“Let me not pray to be sheltered from dangers but to be fearless in facing them.

Let me not beg for the stilling of my pain but for the heart to conquer it.

Let me not look for allies in life's battlefield but to my own strength.

Let me not crave in anxious fear to be saved, but hope for the patience to win my freedom.

Grant me that I may not be a coward feeling your mercy in my success, but let me feel the grasp of your hand in my failure.”

-Tagore