

No.A.21016/1/2012-P&AR (GSW)
GOVERNMENT OF MIZORAM
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
MIZORAM : AIZAWL

Dated Aizawl, the 1st May, 2024

C I R C U L A R

In pursuance of the decisions of the joint consultation meeting held on 27.03.2023 between DP&AR, General Administration Department and Economics & Statistics Department, the following key points on the matter of change of birth date/year in service book and birth certificate are hereby circulated for information and compliance of all departments under the Government of Mizoram :-

1. Birth Certificate issued under section 12 or 17 of the RBD Act 1969 cannot be rectified or amended. However, correction can be made under section 15 of the Act. In other words, the particulars in Birth Certificate can be altered only if it is clearly established that a genuine bona fide mistake has occurred.

2. The date of birth declared by Government servant in his/her Service Book can be altered only as per 56, Note-6 of Fundamental Rules (FR). i.e within 5 years from the initial appointment and if it is clearly established that a genuine bona fide mistake has occurred.

3. Over age condonation for regularization of MR/PE can be done as per "DPC Guidelines for regularization of MR/PE". Hence application for alteration of Birth Certificate for this purpose should not be entertained.

4. For regularization of MR/PE, the date of birth recorded by the concerned department may not necessarily be the same as the date of birth written in Birth Certificate. However, the correct date of birth as per the Birth Certificate should be used at the time of appointment/Service Book entry. Furthermore, if the wrong date of birth is already entered in Service Book, correction can be made as per Sl. No. 2 above.

5. Birth Certificate of a Government servant is not demanded in processing of pension case, and the date of superannuation of a Government servant is worked out based on the date of birth in his/her Service Book.

Sd/- K.LALTHAWMMAWIA
Commissioner & Secretary to the Govt. of Mizoram

Memo No.A. 21016/1/2012-P&AR(GSW) : Dated Aizawl, 1st May, 2024

Copy to :

1. Secretary to Governor, Mizoram.
2. Commissioner & Secretary to Chief Minister, Mizoram.
3. P.S. to Speaker/Ministers/ Leader of Opposition, Mizoram
Legislative Assembly /Deputy Speaker/Minister of State, Mizoram.
4. Vice Chairman, High Powered Committee, Lunglei.
5. Sr.PPS to Chief Secretary, Govt. of Mizoram.
6. Commissioner & Secretary, Mizoram Legislative Assembly.
7. Chief Executive Member, MADC/LADC/CADC
8. All Administrative Departments.
9. P.S. to Principal Secretaries/Commissioners/Secretaries/Special
Secretaries.
10. Secretary, MPSC/MIC/SEC/AMC/MBSE/Lok Ayukta.
11. All Heads of Departments.
12. All Deputy Commissioners, Mizoram.
13. Website Manager, DP&AR for uploading on the website.
14. Guard File.


(LALZIKPUII)

Under Secretary to the Govt. of Mizoram