

No.A-12011/1/2019-P&AR(GSW)
GOVERNMENT OF MIZORAM
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(GENERAL SERVICE WING)

OFFICE MEMORANDUM

Aizawl, the 3rd August, 2020

Subject: Guidelines for conduct of examination for direct recruitment to services/posts falling under the purview of the Mizoram Subordinate Services Selection Board - regarding

The guidelines for conduct of examination for direct recruitment under Mizoram Subordinate Services Selection Board (MSSSB) was laid down in the OM of even number dated 25.10.2019. In continuation of the aforesaid OM and with a view to have a systematic procedure for conduct of direct recruitment examination, the following additional guidelines are hereby laid down which will come into force with immediate effect and until further orders:

2. CONDUCT OF COMBINED COMPETITIVE EXAMINATION:

- 1) The Mizoram Subordinate Services Selection Board (hereinafter referred to as the "Board") shall have the authority to conduct combined competitive examination for direct recruitment to posts/services falling under the same or different departments but having similar educational and other qualifications for direct recruitment in their respective recruitment rules.
- 2) An illustrative list of combined competitive examination for direct recruitment that may be conducted by the Board are as follows:
 - (a) Combined Graduate Level Examination for direct recruitment to posts/services with the basic qualification as degree from a recognised University.
 - (b) Junior Engineer Recruitment Examination for direct recruitment to the post of Junior Engineers with the basic qualification as Diploma in the appropriate branch of Engineering.
 - (c) Staff Nurse Recruitment Examination for direct recruitment to the post of Staff Nurse with the basic qualification as Diploma in General Nursing and Midwifery.
- 3) The above list is only illustrative and the Board can conduct combined competitive examinations depending upon requisitions received from departments under the Government of Mizoram.
- 4) The syllabus for combined competitive examination shall be the same as the common syllabus for direct recruitment to Group 'B' (Non-Gazetted) posts under the Government of Mizoram as per *Appendix-III* prescribed in the guidelines issued vide OM of even number dated 25.10.2019 unless anything

contrary is prescribed in the relevant Service Rules/Recruitment Rules/Examination Regulations.

- 5) Option for post(s) in a particular department in case of combined competitive examination under different departments may be exercised by the candidates before personal interview as per the format to be prescribed by the Board. Option once exercised by the candidate shall be final.
- 6) Candidates shall be recommended for post(s) in line with the option exercised as per sub-paragraph (5) above in order of merit i.e. candidate securing higher rank will be recommended first for his/her preference as indicated in the option before candidate securing lower rank in the combined competitive examination.

3. CALENDAR FOR CONDUCT OF DIRECT RECRUITMENT EXAMINATION:

- 1) The Board shall take all possible efforts to make recommendation(s) of suitable candidate(s) within 180 days from the date of receipt of requisition for filling up of vacant post(s) by means of direct recruitment examination from the concerned department(s) as prescribed in the notification No.A-12026/1/2019-P&AR (GSW) dt.19.06.2019.
- 2) With a view to achieve the above mandate, the Board shall, as far as possible, follow the calendar for conduct of direct recruitment examination as per the schedule mentioned below which consists of two cycles of recruitment in a recruitment year which spans from the 1st April to the 31st March of the next calendar year:

FIRST CYCLE OF RECRUITMENT IN A RECRUITMENT YEAR (APRIL TO SEPTEMBER)	
Event	Cut off dates/period
Intimation of vacancies by departments to the Board after obtaining necessary approvals from competent authority	Before 1 st April
Floating of advertisement by the Board	First week of April
Physical efficiency tests, if necessary	Before third week of May
Written examination	May - July
Skills tests, if necessary	July - August
Personal interview	August - September
Publication of final results	Before 30 th September
SECOND CYCLE OF RECRUITMENT IN A RECRUITMENT YEAR (OCTOBER TO MARCH)	
Event	Cut off dates/period
Intimation of vacancies by departments to the Board after obtaining necessary approvals from competent authority	Before 1 st October
Floating of advertisement by the Board	First week of October
Physical efficiency tests, if necessary	Before third week of November

Written examination	November - January
Skills tests, if necessary	January - February
Personal interview	February - March
Publication of final results	Before 31 st March

4. REMUNERATION:

The rates of remuneration for officials engaged for conduct of direct recruitment examination was fixed as per the rates at paragraph 33 of the guidelines issued vide OM of even number dated 25.10.2019. These rates have been revised in consultation with Finance Department and the revised rates as shown below shall be used with immediate effect and until further orders:

Sl. No.	Category	Rate of remuneration
1)	Question paper setter (Conventional type)	₹150 per question subject to a minimum of ₹1500/- per paper
2)	Question paper setter (Objective type)	₹50 per question subject to a minimum of ₹1500/- per paper
3)	Head Examiner/Examiner for moderation of question papers (Conventional type)	₹1500/- per paper
4)	Head Examiner/Examiner for moderation of question papers (Objective type)	₹50 per question subject to a minimum of ₹1500/- per paper
5)	Evaluation (Conventional type) (a) 76 – 100 marks	₹150 per answer script within 10 days OR ₹75 per answer script within 30 days subject to a minimum of ₹1500/- per paper
	(b) 51 – 75 marks	₹80 per answer script within 10 days OR ₹40 per answer script within 30 days subject to a minimum of ₹1500/- per paper
	(c) 26 – 50 marks	₹60 per answer script within 10 days OR ₹30 per answer script within 30 days subject to a minimum of ₹1500/- per paper
	(d) 01 -25 marks	₹40 per answer script within 10 days OR ₹20 per answer script within 30 days subject to a minimum of ₹1500/- per paper
6)	Evaluation (Objective type)	50 paise per question subject to a minimum of ₹1500 per paper
7)	Preparation of passage for dictation	₹500/- per passage
8)	Dictator (in case of dictation of passages to examinees)	₹400/- per passage per shift
9)	Tabulator of marks	₹15/- per candidate subject to a

		minimum of ₹500 per examination
10)	Centre Supervisor	₹800 per session + ₹550 lump sum on the day of seat arrangement
11)	Assistant Supervisor	₹650 per session + ₹500 lump sum on the day of seat arrangement
12)	Expert for physical efficiency test	₹1500 per day
13)	Official assisting the Expert for physical efficiency test	₹1000 per day
14)	Expert for Skills test	₹1500 per day
15)	Official assisting the Expert for Skills test	₹1000 per day
16)	Technical Expert for personal interview (non-officials only)	₹1500 per day
17)	Invigilator	₹550 per session
18)	Officer in charge of Treasury strong room or departmental chest	₹500 per day
19)	Clerk	₹450 per session + ₹400 lump sum on the day of seat arrangement
20)	Driver	₹300 per session + ₹250 lump sum on the day of seat arrangement
21)	Police constables on duty	₹300 per day
22)	Group 'D'	₹250 per session + ₹250 lump sum on the day of seat arrangement

5. ANSWER PAPER:

The specimen Answer Paper as prescribed in *Appendix – VI* of the guidelines issued vide OM of even number dated 25.10.2019 may be modified by the Board on a case to case basis to suit the requirements of the examination being conducted especially in case of conduct of combined competitive examination and examinations conducted using modern technology such as Optical Mark Reader.

6. ADMIT CARD:


The specimen Admit Card as prescribed in *Appendix – IV* of the guidelines issued vide OM of even number dated 25.10.2019 may be modified by the Board on a case to case basis to suit the requirements of the examination being conducted especially in case of conduct of combined competitive examination.

Sd/-LALRINSANGA

Additional Secretary to the Govt. of Mizoram

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2. Additional Chief Secretary to Chief Minister
3. P.S. to Deputy Chief Minister
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7. Secretary cum Controller of Examination, MSSSB
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11. Website Manager, DP&AR for uploading in the official website
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3/8/20
(PAUL L. KHUMA)

Deputy Secretary to the Govt. of Mizoram