

No. A.22020/1/2019-P&AR(GSW)
Government of Mizoram
Department of Personnel & Administrative Reforms
(General Service Wing)

Aizawl, the 7th April, 2026

OFFICE MEMORANDUM

Subject: Mandatory furnishing of report and timely action on Periodical Review under FR 56(j)/(l) and Rule 48 of the CCS (Pension) Rules, 1972.

Attention is invited to this Department's Office Memorandum of even number dated 21.08.2024 regarding periodical review of Government servants under FR 56(j)/(l) and Rule 48 of the CCS (Pension) Rules, 1972.

2. The said instructions were issued to promote efficiency in administration, maintain integrity in public service and support structural reform of the Government workforce. Periodical review is an important administrative measure for ensuring that public service remains efficient, accountable and responsive.

3. It has, however, been observed that while some Departments have implemented the instructions in letter and spirit, the exercise has not received due attention in certain cases. Such laxity defeats the very purpose of the policy and delays corrective administrative action in public interest.

4. All Administrative Departments, Heads of Departments, Boards, Corporations, Statutory Bodies, PSUs and Autonomous Bodies under the Government of Mizoram are, therefore, requested to ensure strict compliance with the instructions contained in the Office Memorandum dated 21.08.2024. In particular, it shall be ensured that-

- (i) the prescribed committees are constituted and made functional wherever the same has not yet been done;**
- (ii) reviews must be conducted half-yearly according to the established timeframes (April–September and October–March) for those attaining the age of 50/55 or completing 30 years of service as prescribed in para 4 of the said Office Memorandum;**
- (iii) a senior officer in each Department/Cadre Controlling Authority (CCA) must scrutinize the Register of due employees half-yearly to ensure no case is overlooked as prescribed in para 5 of the said Office Memorandum.**
- (iv) the cases due for review are examined carefully and without delay on the basis of the prescribed records and relevant materials;**
- (v) review committees must prioritize cases where integrity is doubtful or where a sudden and steep fall in competence is observed; and**
- (iv) the report prescribed under para 21 of the said Office Memorandum is furnished to DP&AR (GSW) in the prescribed format by the 15th of April and by the 15th of May of the next financial year.**

5. Submission of the report to DP&AR (GSW) is mandatory. Even where no case is identified, a Nil Report shall be furnished within the stipulated time.

6. Administrative Departments should monitor compliance with these instructions. Any laxity in carrying out the periodical review or in submission of the prescribed report shall be viewed seriously.

Sd/- R. Zarzosanga
Commissioner & Secretary to the Government of Mizoram

Memo No. A.22020/1/2019-P&AR(GSW)

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Aizawl, the 7th April, 2026

Copy to:

- 1) Secretary to Governor.
- 2) P.S. to Chief Minister.
- 3) P.S. to Speaker/Ministers/Leader of Opposition/Deputy Speaker/Ministers of State/Vice Chairman, State Planning Board/Deputy Govt. Chief Whip.
- 4) All Members of Legislative Assembly.
- 5) Chief Executive Member, MADC/LADC/CADC.
- 6) Sr. PPS to Chief Secretary.
- 7) All administrative departments.
- 8) Secretary, Mizoram Legislative Assembly.
- 9) Municipal Commissioner, AMC
10. Secretary, MPSC/Lok Ayukta.
11. Secretary, MSEC/MSIC
12. All Heads of Departments.
13. All Deputy Commissioners.
14. Chief Executive Officer, Lunglei Municipal Council.
15. All wings of DP&AR.
16. Website Manager, DP&AR for uploading in the website.
17. Guard File.


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Under Secretary to the Government of Mizoram.