

No.A.11016/1/2012-P&AR(ARW)/3
GOVERNMENT OF MIZORAM
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(ADMINISTRATIVE REFORMS WING)

Dated Aizawl, the 26th June, 2012

OFFICE MEMORANDUM

**Subject :- Guidelines for submission of proposal for creation of new posts/
filling up of vacant posts.**

Attention of all Administrative/Heads of Department is hereby invited that inspite of this Department's O.M. regarding Guidelines for submission of proposal for creation of new posts/filling up of vacant posts vide No.A.12018/5/2009-P&AR(ARW) dt. 17.9.2010, some departments did not follow the instruction while submitting their proposals which hampers speedy examination of the proposal in DP&AR.

All Administrative/Heads of Department are hereby instructed once again to minutely follow the instruction contained in the said O.M. issued by this Department while submitting their proposals for creation of new posts/filling up of vacant posts in future without fail.

Sd/- VAN HELA PACHUAU
Chief Secretary to the Govt. of Mizoram

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Copy to :-

1. Secretary to Governor, Mizoram
2. Secretary to Chief Minister, Mizoram
3. All P.Ss. to Speaker/Ministers/Dy. Speaker/
Ministers of State/Parliamentary Secretaries, Mizoram
4. Sr. P.P.S to Chief Secretary, Govt. of Mizoram
5. All Administrative Departments, Govt. of Mizoram
6. All Head of Departments, Govt. of Mizoram
7. Guard File

(K.VANLALRAWNI)
Under Secretary to the Govt. of Mizoram