

No.A-12026/1/2019-P&AR(GSW)
GOVERNMENT OF MIZORAM
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(GENERAL SERVICE WING)

Mizoram Secretariat, MINECO
Aizawl, the 20th March, 2020

OFFICE MEMORANDUM

Subject: Procedure for consultation with the Mizoram Subordinate Services Selection Board and matters connected thereto

The Governor of Mizoram, on the recommendation of the Council of Ministers in its meeting dated 10.06.2019, constituted the Mizoram Subordinate Services Selection Board (hereinafter referred to as the “Board”) to conduct recruitment for Group ‘B’ (Non-Gazetted) posts which was notified vide No.A-12026/1/2019-P&AR(GSW) dated 19.06.2019 and published in the Mizoram Gazette extra ordinary issue no. 418 dt. 25.06.2019. The Board is to be an attached office of the Department of Personnel & Administrative Reforms under the Government of Mizoram.

2. The Chairman of the Board viz. Pu Lalrammawia assumed charge with effect from 28.02.2020 and hence, the Board is deemed to commence its functioning with effect from the date of assumption of charge by the Chairman of the Board.

3. The Departmental Promotion Committee constituted by the Government for direct recruitment, promotion, etc. vide No.A.32012/1/2010-P&AR(GSW) dated 03.10.2017, thus, stands superseded with effect from the date of assumption of charge by the Chairman of the Board.

4. Subsequently, the notification issued vide No.A.12026/1/2019-P&AR(GSW) dt. 17.10.2019 allowing recruitment, during the interim period before the commencement of the Board, to various posts under the Government of Mizoram in respect of Group ‘B’ (Non-gazetted) posts by the Departmental Promotion Committee constituted by the Government vide No.A.32012/1/2010-P&AR(GSW) dated 03.10.2017 except for direct recruitment also stands rescinded with effect from the date of assumption of charge by the Chairman of the Board.

5. The Board is to be consulted to make recommendations for recruitment to various posts under the Government of Mizoram in respect of Group ‘B’ (Non-Gazetted) posts in the following cases as per the notification issued vide No.A-12026/1/2019-P&AR(GSW) dated 19.06.2019:

- a) Appointment by direct recruitment
- b) Appointment by promotion
- c) Appointment by promotion through limited departmental examination

- d) Appointment by absorption
- e) Appointment by regularisation within the direct recruitment quota
- f) Any other functions as delegated to the Board by the Government from time to time.

6. In addition to the cases mentioned above, the Board is to be consulted for confirmation of officials to Group 'B' (Non-gazetted) posts who have successfully completed the period of probation, as prescribed under relevant rules, in line with the instructions contained in paragraph 7 of the OM on "Comprehensive instructions on the subject matter of probation and confirmation in Government service and issues connected thereto" issued vide No-A.31011/1/2019-P&AR(GSW) dt. 14.06.2019.

7. The following standard format/pro forma and the procedure contained in the respective guidelines/instructions shall be followed by the departments while consulting the Board for various methods of recruitment:

- a) Requisition for **direct recruitment** shall be sent to the Board as per the format prescribed in Appendix-I of the OM on "Guidelines for conduct of examination for direct recruitment to services/posts falling under the purview of the Mizoram Subordinate Services Selection Board" issued vide No.A-12011/1/2019-P&AR(GSW) dt. 25.10.2019 [accessible at dpar.mizoram.gov.in →OM/Notifications → Mizoram Subordinate Services Selection Board]
- b) Agenda papers for **promotion** shall be sent to the Board as per the format prescribed in Annexure-I of the OM on "Comprehensive instructions on the procedure to be followed by Departmental Promotion Committee in matters relating to promotion and issues connected thereto" issued vide No-A.32012/1/2011-P&AR(GSW) dt. 28.02.2018 [accessible at dpar.mizoram.gov.in →OM/Notifications → DPC Procedure]
- c) Agenda papers for **limited departmental examination** shall be sent to the Board as per the format prescribed in Annexure-I of the OM on "Comprehensive instructions on the procedure to be followed by Departmental Promotion Committee in matters relating to conduct of limited departmental examination and issues connected thereto" issued vide No.A-34011/1/2019-P&AR(GSW) dt. 19.07.2019 [accessible at dpar.mizoram.gov.in →OM/Notifications → Limited departmental examination]
- d) Agenda papers for **absorption** shall be sent to the Board as per the format prescribed in Annexure-V of the OM on "Guidelines for appointment on deputation (including short term contract)/deputation on foreign service and absorption" issued vide No.A-12011/2/2019-P&AR(GSW) dt. 09.01.2020 [accessible at

dpar.mizoram.gov.in →OM/Notifications → Deputation and absorption]

- e) Agenda papers for **regularisation** shall be sent to the Board as per the format prescribed in Annexure-I of the OM on “Comprehensive instructions on the procedure to be followed by Departmental Promotion Committee in matters relating to regularisation and issues connected thereto” issued vide No.A-12032/2/2019-P&AR(GSW) dt. 14.06.2019 [accessible at dpar.mizoram.gov.in →OM/Notifications → DPC Procedure]
- f) Agenda papers for **confirmation** shall be sent to the Board as per the format prescribed in Annexure-I of the OM on “Comprehensive instructions on the subject matter of probation and confirmation in Government service and issues connected thereto” issued vide No-A.31011/1/2019-P&AR(GSW) dt. 14.06.2019 [accessible at dpar.mizoram.gov.in →OM/Notifications → Probation & Confirmation]

8. Proposals for direct recruitment, promotion, limited departmental examination, absorption, regularisation and confirmation as prescribed at paragraph 7 above shall be submitted to the Board through the Government in DP&AR (GSW) until further orders by sending agenda papers/requisitions complete in all respects in 6 sets for examination as to their correctness before sending the same to the Board.

9. Recruitment process to Group ‘B’ (Non-gazetted) posts in respect of the following cases which are pending with the concerned Departmental Promotion Committee as on the date of assumption of charge by the Chairman of the Board shall continue to be taken up by the respective Departmental Promotion Committee till completion of the recruitment process:

- a) Direct recruitment for which the process of recruitment has been initiated by issuing an advertisement
- b) Recruitment through limited departmental examination for which the process of recruitment has been initiated by issuing an advertisement inviting willingness of eligible candidates
- c) Recruitment through absorption for which the process of recruitment has been initiated by issuing an advertisement inviting willingness of eligible candidates

Sd/- LALRINSANGA

Additional Secretary to the Govt. of Mizoram

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3. P.S to Deputy Chief Minister
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(LALROHLUA)

Deputy Secretary to the Govt. of Mizoram