

No.B.11013/3/2005-P&AR(ARW)/87
GOVERNMENT OF MIZORAM
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORM
(ADMINISTRATIVE REFORMS WING)

Dated Aizawl, the 22nd January, 2010

OFFICE MEMORANDUM

Subject: Guidelines for prohibition of engagement of substitute by Government Servants.

Attention of all Administrative Departments/Heads of Department is hereby drawn that the case of those employees engaging their substitutes had been under consideration for quite sometime past. The Council of Ministers, in its meeting held on 1.12.2009 had considered the case and therefore, made concrete decision on the subject as mentioned below which should be strictly adhered to by any authorities under the Government. In this connection, all Administrative Departments/Heads of Department are instructed to submit Action Taken Report to DP&AR(ARW) on or before 28.2.2010 positively failing which the responsibility for such failure would be imposed upon the defaulting authorities. If there is no such case, even NIL report should be submitted:-

1. As there is no provision for engagement of substitute under any Rule, such practice by any employee of the Govt. is strictly prohibited. All the Departments are instructed to stop immediately if there is such case in their respective Department and not to entertain such case by any authority in future.
2. In the event of any regular employee found engaging substitute for some reason or other appropriate action shall be taken under the relevant provisions of the CCS(CCA) Rules, 1965.
3. If any regular employee falling under the Pensionable establishment engages substitute on account of any bodily or mental infirmity which permanently incapacitates him for the service, he should be granted invalid pension under the provisions of Rule 38 of the CCS(Pension) Rules 1972. In such case, compassionate appointment to the family of the Pensioner on invalid may be considered as per Rules and standing order.

4. If the service of any employee engaging substitute for any reason is terminated, filling up of the resultant vacant post may be taken up as per Rules.

Any interpretation/clarification of doubt as to the scope and meaning of this O.M shall be given by the DP&AR(ARW).

Sd/- VANHELA 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. P.S. to Speaker / Ministers / Dy. Speaker / Ministers of State / Parliamentary Secretaries, Mizoram
4. P.P.S. to Chief Secretary, Govt. of Mizoram
5. All Administrative Departments, Govt. of Mizoram for information & necessary action.
6. All Head of Departments, Govt. of Mizoram for information & necessary action.
7. All members of Committee constituted for the implementation of this O.M. for information & necessary action.
8. Guard file.

 22/1/10

(VANHELA PACHUAU)
Secretary to the Govt. of Mizoram
DP&AR