

GOVERNMENT OF MANIPUR  
SECRETARIAT: FINANCE DEPARTMENT

ORDERS BY THE GOVERNOR  
Imphal, the 20<sup>th</sup> July, 2013

597 24-7-13  
Office of the Secy. Finance  
GOVTSM/1307  
Department of IT  
RECEIPT NO. 7568  
DATE 24/7/13

No.1/6/2013-FB(MGEL): Attention is drawn to the Government Orders, circulated vide letter No.1/6/2005-FB dated 6/4/2006 & 21/4/2006, making it mandatory for details of all categories of regular employees under the Government of Manipur to be in the CPIS database.

2. It has now been decided that the CPIS (formerly MGEL) database will be upgraded to full details of all employees/persons engaged on Muster Roll basis, Adhoc basis, contractual basis as well as those engaged in the Work charged establishment, Home Guard Organisation, Village Defence Force(VDF) and Grant-in-Aid institutions.

3. Entry of details of all employees/persons engaged in the various offices/departments of the State Government, Public Sector Undertakings, Semi-Government Organisations, Local Bodies etc. in CPIS(formerly MGEL) database whether on regular or contractual basis shall also be mandatory. **Specific Identification Number** will be generated for each of such persons. The above mentioned categories of employees/persons will draw their monthly salary, wages, remuneration etc. only after their details are entered in the CPIS.

4. All Administrative Secretaries/Commissioners, Heads of Departments and the Nodal Officers of all Departments are therefore advised to take necessary steps within a month to furnish the details of the above mentioned categories of employees/persons working under their control to the Joint Secretary(Budget) for the required verification and formulating entry into CPIS database. Detailed procedure in this regard shall be notified separately.

5. Drawal of salaries of employees/persons covered under para 2 will be subject to entry of relevant details in the CPIS and issue of the identification numbers for such employees/persons with effect from **October, 1, 2013.**

By Order & in the name of the Governor  
Sd/-

(R.R. Rashmi)  
Addl. Chief Secretary(Finance)  
Govt. of Manipur.

For compliance

Summary  
24/7/13

05/11/13  
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