

GOVERNMENT OF MANIPUR
SECRETARIAT: FINANCE DEPARTMENT
(BUDGET SECTION)

OFFICE MEMORANDUM
Imphal, the 25th September, 2009

No.1/2/2009-MIS(MGEL): The matter regarding payment of salaries of all organized services viz. All India Service (IAS), Indian Police Service (IPS), Indian Forest Service (IFS), Manipur Civil Service (MCS), Manipur Police Service (MPS), Manipur Secretariat Service (MSS), Manipur Forest Service (MFS), Junior Manipur Civil Service (Jr.MCS) and Manipur Finance Service (MFS), without necessary updation of MGEL (CPIS) Certificate following transfer and posting and promotion, has been under the consideration of the State Government for quite sometime. Since the incumbent officers of these organized services are appointed through duly constituted Union Public Service Commission and Manipur Public Service Commission under the appropriate statutory Rules, it is assumed that the service particulars of the incumbent officers including their character and antecedents have been verified properly at the time of their recruitment. As such, there shall be no question of excess or irregular appointment in these organized services, as long as the incumbent Officers have a unique Employee identification Number (EIN), assigned by the Finance Department through NIC, Manipur, Imphal.

2. Having considered the difficulties faced by these Officers due to non-release of salaries on account of failure to update MGEL (CPIS) Certificate in time following transfer and posting and promotion, the State Government is of the view that the MGEL (CPIS) formalities in respect of officers borne on organized services should be streamlined and exempted from the purview of MGEL (CPIS) formalities, provided they have a unique Employee Identification Number (EIN) assigned by the Finance Department. However, it should be ensured that immediately after the transfer and posting, promotion, retirement, expiry etc, of the officers of the organized services, the Department of Personnel & Administrative Reforms, Government of Manipur should update the MGEL records through NIC at the earliest preferably within (1) one week from the date of issue of orders in this regard as per procedure laid down in the enclosed Annexure to this O.M.

3. This instruction shall come into force with immediate effect.

Sd./-

(A.N. Jha)
Principal Secretary (Finance),
Government of Manipur.

Contd... 2/-

Handwritten notes and signatures:
25/9
25/9/09
25/9/09
P. Pranjit Khuman 20/10/09
SO/MIS(V)
25/9

Copy to:-

1. The Secretary to His Excellency, the Governor of Manipur, Raj Bhawan, Manipur, Imphal.
2. The Secretary to the Hon'ble Chief Minister, Manipur.
3. The P.S. to the Chief Secretary, Government of Manipur.
4. The Director General of Police, Manipur.
5. The All Principal Secretaries/Commissioners/Secretaries, Government of Manipur.
6. The Commissioner (DP & AR), Government of Manipur. He is requested to ensure updation of MGEL data of the officers of the organized services as stated above.
7. The Accountant General, Manipur.
8. The Principal Resident commissioner, Manipur Bhawan, New Delhi.
9. The Sr. Deputy Resident Commissioner, Manipur Bhawan, Kolkata.
10. The Deputy Resident Commissioner, Guwahati.
11. The Secretary, Manipur Legislative Assembly, Manipur.
12. The All Heads of Department, Manipur.
13. The Director, Jawaharlal Nehru Institute of Medical Sciences, Imphal.
14. The Director (Treasuries & Accounts), Manipur.
15. The Technical Director & CPIS Co-ordinator, NIC, Imphal.
16. The All Treasury Officers/Sub-Treasury Officers, Manipur
17. The Special Officer, MIS Directorate, Manipur, Imphal.
18. The Guard File/Order Book.



(H. Gyan Prakash)
Additional Secretary (Finance Budget),
Government of Manipur.

ANNEXURE to Finance Department's O.M. No.1/2/2009-MIS(MGEL) dated 25/09/2009:

Prescribed Guidelines to be followed by Members of Organized services viz. All India Service (IAS), Indian Police Service (IPS), Indian Forest Service (IFS), Manipur Civil Service (MCS), Manipur Police Service (MPS), Manipur Secretariat Service (MSS), Manipur Forest Service (MFS), Junior Manipur Civil Service (Jr. MCS) and Manipur Finance Service (MFS) in connection with issue of MGEL/CPIS Certificate:

- 1) Transfer orders, appointment orders, promotion orders etc in respect of each category of the organized services viz. All India Service (IAS), Indian Police Service (IPS), Indian Forest Service (IFS), Manipur Civil Service (MCS), Manipur Police Service (MPS), Manipur Secretariat Service (MSS), Manipur Forest Service (MFS), Junior Manipur Civil Service (Jr. MCS) and Manipur Finance Service (MFS) issued by the Department of Personnel shall carry the Employee Identification Number (EIN) number of the officer invariably.
- 2) A copy of the order issued by the DP shall be signed in "Blue" ink and submitted to NIC/MIS Directorate in Finance Department within one week of the issue of the orders.
- 3) On receipt of the order copy signed as above, the NIC/MIS Directorate shall enter the relevant data regarding transfer/promotion/appointment etc in the data base and generate the CPIS/MGEL Certificate in respect of the officer.
- 4) The certified MGEL shall be issued by the Finance Department to the Department of Personnel and Treasury Officer concerned thereafter within one week.
- 5) For officers appointed for the first time or Officers joining the State Government on return from deputation after the operation of the CPIS who have not been issued EIN number, the Department of Personnel shall ensure the detailed CPIS/MGEL form to be filled up by the Officer and with their remarks forward the same to NIC/MIS Directorate. This may be done even if transfer/posting orders are not issued provided that the officer is borne on the State Cadre of the service concerned.
- 6) Upon receipt of the form as per para (5) above, NIC/MIS Directorate will issue a EIN number to the officer concerned and a provision MGEL Certificate also issued based on which the pay can be drawn along with the Pay Slip issued by the Accountant General.