

TIME BOUND

GOVERNMENT OF MANIPUR
SECRETARIAT : FINANCE DEPARTMENT
(PAY IMPLEMENTATION CELL)

No.1/13/2016-FD(PIC) :

Imphal, the 29th August, 2016

To

All Heads of Departments,
Manipur.

Subject :- Information relating to existing posts in the Departments.

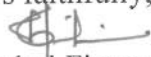
Sir/Madam,

I am directed to request you to kindly furnish the information relating to the existing posts in the Department as per enclosed PROFORMA along with necessary documents at the earliest.

The information may also be sent in soft copy in the form of :-

- CD/DVD and
- email : lalrobul.fimate @ gmail.com.

Yours faithfully,


(Lalrobul Fimate)
Under Secretary (PIC-II)
Government of Manipur.

Copy to :-

1. P.S. to Chief Secretary, Government of Manipur.
2. All Administrative Secretaries, Government of Manipur.
3. The Web Manager, Directorate of Information & Technology, Imphal for favour of uploading in the Website (Finance/PIC).

PROFORMA.

INFORMATION RELATING TO EXISTING POSTS IN THE DEPARTMENTS

Name of Department :

Sl. No.	Name of Post	Original Creation Order No. & date	No. of sanctioned post (after downsizing)		Deviation from original nomenclature/re-designation, etc. (with documents)		Provisions of direct recruitment and promotion (with RRs/documents)		Pay scales under ROP -			
			Permanent	Temporary	With FD's concurrence	Without FD's concurrence	In the previous RRs, if any.	In the existing RRs.	1982	1990	1999	2010
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)

Name of feeder post with scale of pay	Name of promotion post with scale of pay	Job Charts of posts (present post, feeder post and promotion post)	Organisational charge of the Department	Remarks	List of Enclosures / Annexures
(14)	(15)	(16)	(17)	(18)	(19)

Signature of Head of Department/Office