

GOVERNMENT OF MANIPUR
DIRECTORATE OF CONSUMER AFFAIRS FOOD & PUBLIC DISTRIBUTION
MANIPUR

NOTICE

Imphal, the 7th November, 2023

No.1/3/2019-CAF&PD/3457 In pursuance of the Letter No. 1/12/19-RR/DP dated 24.4.2019 Department of DP, Govt. of Manipur. Department of Consumer Affairs, Food and Public Distribution published/uploaded proposed amendment of Recruitment Rules for the post of UDC in CAF&PD Department in the Department Web site.

All stakeholders/General public are invited to furnish feedback/comments/views/modification at the enclosed R/R of the said posts positively within 30 days from the date of publication of this notice.

(Robertson Asem)
Director/CAF&PD, Manipur.

Copy to:-

1. P.S. to the Commissioner(CAF&PD), Government of Manipur.
2. The Deputy Director(CAF&PD), Manipur.
3. Web-Manager-D-I-T with request to upload the above notice at the earliest.
4. The Order Book.

**RECRUITMENT RULES FOR THE POST OF UPPER DIVISION CLERK IN THE
CAF&PD DEPARTMENT, MANIPUR.**

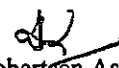
1	Designation of Post(s)	Upper Division Clerk
2	No. of Post(s)	26(twenty-six)
3	Classification	CGS Group-C (Ministrial)
4	Scale of pay	PB-1: Rs.5200-20200 + Grade Pay Rs.2400/- (pre-revised)
5	Whether selection post or non-selection post.	Selection
6	Age for direct recruits	N.A.
7	Educational and other qualifications required for direct recruits.	N.A.
8	Whether age & educational qualification prescribed for the direct recruits will apply in the case of promotes.	N.A.
9	Period of probation, if any	2(two) years
10	Method of rectt. Whether by direct rectt. R by promotion or by deputation / transfer and percentage of the vacancies to be filled by various methods.	By promotion
11	In case of rectt. by promotion / deputation / transfer, grades from which promotion / deputation/transfer to be made.	Promotion : (i) LDC in the Department / Office concerned having passed the examination in Office Procedure and the Accounts Training conducted by the State Government of Manipur with 5(five) years regular service in the grade in case of Graduate and 8(eight) years regular service in case of Under-graduate. (ii) Sector-in-Charge in the CAF&PD Department having passed the examination in Office Procedure and the Accounts Training conducted by the State Government of Manipur with 6(six) years regular service in the grade.
12	If a DPC exists, what is its compositions	Class-III D.P.C.
13	Circumstances in which MPSC is to be consulted in making rectt.	N.A.


 (Robertson Asem)
 Director (CAF&PD), Manipur.

**FORMS TO BE FILLED BY THE APPOINTING AUTHORITIES/HEADS OF DEPARTMENT WHILE
FORWARDING PROPOSAL TO THE DEPARTMENT OF PERSONNEL & ADMINISTRATIVE
REFORMS (PERSONNEL DIVISION), GOVERNMENT OF MANIPUR AND THE MANIPUR PUBLIC
SERVICE COMMISSION FOR AMENDING APPROVED RECRUITMENT RULES.**

1	Name of Post	Upper Division Clerk
2	Name of the Department	Consumer Affairs, Food & Public Distribution Department.
3	Reference number in which Commission's advice on recruitment rules was conveyed	--
4	Date of Notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and referenced)	No.1/20/14-RR(Misc)/DP(A) dated 24.05.2016.

Sl. No.	Name	Provision in the existing / approved Rules	Revised Provision proposed	Reasons for proposing revision.
(1)	(2)	(3)	(4)	(5)
11	In case of rectt. by promotion / deputation / transfer, grades from which promotion / deputation/transfer to be made.	Promotion : LDC in the Department / Office concerned having passed the examination in Office Procedure and the Accounts Training conducted by the State Government of Manipur with 5(five) years regular service in the grade in case of Graduate and 8(eight) years regular service in case of Under-graduate.	Promotion : (i) LDC in the Department / Office concerned having passed the examination in Office Procedure and the Accounts Training conducted by the State Government of Manipur with 5(five) years regular service in the grade in case of Graduate and 8(eight) years regular service in case of Under-graduate. (ii) Sector-in-Charge in the CAF&PD Department having passed the examination in Office Procedure and the Accounts Training conducted by the State Government of Manipur with 6(six) years regular service in the grade	For providing promotional avenue for the post of Sector-In-Charge as feeder post to UDC. (DP's Observation No.DR-7/2/2023-DP-DP dated 06.10.2023 is enclosed)


(Robertson Asem)
Director (CAF&PD), Manipur.