

UDC/RR

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GOVERNMENT OF MANIPUR
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS.
(PERSONNEL DIVISION)

NOTIFICATION
Imphal, the 8th Sept. 2003.

No. 1/25/79-RR/DP : In supersession of all previous rules issued in this regard and in exercise of the powers conferred by the proviso to articles 309 of the Constitution of India, the Governor of Manipur hereby makes the following rules regulating the method of Recruitment to the post of Upper Division Clerks in the Departments/Offices under the Govt. of Manipur other than those in the Manipur Secretariat/Assembly Secretariat/Governor's Secretariat/Council of Ministers/Judicial Department and Police Department as shown in the MPSC Form-8, namely :-

1. SHORT TITLE & COMMENCEMENT : (1) These rules may be called the Departments/Offices under the Government of Manipur other than those in the Manipur Secretariat/Assembly Secretariat/Governor's Secretariat/Council of Ministers/Judicial Department and Police Department (Upper Division Clerk) Recruitment Rules, 2003.

(2) They shall come into force with effect from the date of publication in the Manipur Gazette.

2. APPLICATION : These rules shall apply to the post specified in Column 1 of the MPSC Form-8 annexed hereto.

3. CLASSIFICATION, SCALE OF PAY, METHOD OF RECRUITMENT etc. : Classification of the said post, scale of pay, method of recruitment and other matters connected therewith shall be specified in Columns 3 to 13 of the said MPSC Form - 8.

4. DISQUALIFICATION : No person -
(a) who has entered into or contracted a marriage with a person having a spouse living, or
(b) who, having a spouse living has entered into or contracted a marriage with any person shall be eligible for appointment to the aforesaid post.

Provided that the Governor may, if satisfied that such marriage is permissible under the Personal Law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of the rules.

5. POWER TO RELAX : Where the Governor is of the opinion that it is necessary or expedient so to do, he may by order for reasons to be recorded in writing, and in consultation with the Department of Personnel & Administrative Reforms (Personnel Division), Government of Manipur relax any of the provisions of these rules with respect to any class or category of persons or posts.

By orders and in the name of the Governor,

(Signature) 8/9/2003
(K. C. Laishram)

Under Secretary (UP), Govt. of Manipur.

Copy to :-

- 1) The Director of Printing & Stationery, Manipur with spare copy for publication in the Manipur Gazette with a request to send 20 (twenty) copies of the Gazette publication to this Department. Necessary bill may please be sent to the Under Secretary (GD), Govt. of Manipur.
- 2) All P, S/P, A. to Chief Secretary/Principal Secretaries, Govt. of Manipur with 5 (five) spare copies.
- 3) All Commissioners/Secretaries, Govt. of Manipur with 5 (five) spare copies.
- 4) All Heads of Departments, Govt. of Manipur with 5 (five) spare copies.
- 5) The Joint Secretary (Finance-PID), Govt. of Manipur.
- 6) The Under Secy. (GD), Govt. of Manipur.
- 7) The Notification Books/Relevant File No. 1/26/90-RR/EP.

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M.P.S.C. Form-B

RECRUITMENT RULES FOR THE POST OF UPPER DIVISION IN THE DEPARTMENTS/OFFICES UNDER THE GOVERNMENT OF MANIPUR.

Notification No. 1/25/79-RD/P
Dated, 8-9-2003.

Designation of post(s)	No. of post(s)	Classification	Scale of pay	Whether selection post or non-selection post.	Age for direct recruits.	Educational and other qualification required for direct recruits.	Whether age & Educational qualification prescribed for direct recruits will apply in the case of promotion.	Period of probation, if any.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Upper Division Clerk.	All posts of UDC's in the Departments/ Offices under the Government of Manipur other than those in the Manipur Secretariat/Assembly Governor's Secretariat/Council of Ministers/Judicial Department/ Police Department.	G.C.S. Class-III (Ministerial/ Non-Gazetted).	Rs. 4000-6000/- (RD P-1999)	Non-Selection.	N.A.	N.A.	N.A.	2 (two) years.

(K.C. Lishnam)
Under Secretary (UP), Govt. of Manipur.

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Notification No. 1/75/79-RR/CP
Dated, 8-9-2003.

Method of rect. other by direct

In case of rectt. by promotion/deputation/transfer,gratios from which promotion/deputation/transfer to be made.

circumstances in which MPSC exists is to be consulted in making its recommendations.

methods.

By promotion.

PROMOTION :

PROMOTION :
(1) Lower Division Clerks in the Departments/Offices under the Govt. of Madras with a minimum of 3 (three) years regular service in the grade in which they are employed and regular service in the grade in

in case of Graduate and Sixty Years regular examination in Office the case of Non-graduate who have passed the examination in Office conducted by the Government of Manipur.

(2) *Manipur Veterinary, Seram, and Veterinary* in the grade in the case of graduates and above the examination 3 (three) years regular service in the case of non-graduates who have passed the examination years regular service in the grade in the case of non-graduates who have passed the examination conducted by the Government of Manipur.

(3) Schools Assistant/Bill Tabulator of Treasury Cadre with a minimum of three years regular service in the grade of Schools Assistant/Bill Tabulator in the grade of Graduate and five years regular service in the grade of Graduate in the case of Government of non-graduate who have passed the examination in Office Procedure conducted by the Government of Punjab and having minimum typing speed of 30 words per minutes in English in the case of General Menial and having minimum typing speed of 51/50. Typing test may be omitted in respect of handicapped and 25 words per minutes in the case of SI/SC. Typing test may be omitted in respect of handicapped persons, inter-associativity list between L.C.C. and Schools Assistant/Bill Tabulator will be proposed

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