

MANIPUR



GAZETTE

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Imphal, Tuesday, May 31, 2016

(Jyaistha 10, 1938)

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

NOTIFICATION

Imphal, the 24th May, 2016

No. 1/20/14-RR(Misc)/DP(A) : In supersession of all previous rules issued in this regard and in exercise of the powers conferred by the Proviso to Article 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 Clerk** in the Departments/Offices under the Government of Manipur other than Manipur Secretariat/Assembly Secretariat/Governor's Secretariat/MPSC/Treasuries & Accounts Department/Police Department/Judicial Departments, Manipur as shown in the M.P.S.C. Form-8, namely:—

1. **Short title** :—These rules may be called the Departments/Offices under the Government of Manipur other than Manipur Secretariat/Assembly Secretariat/Governor's Secretariat/MPSC/Treasuries & Accounts Department/Police Department/Judicial Departments, Manipur [**Upper Division Clerk**] Recruitment Rules, 2016.
2. **Application** :—These rules shall apply to the post specified in column 1 of the M.P.S.C. Form-8 hereto annexed.
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 as specified in the columns 3 to 13 of the said MPSC Form-8.
4. **Disqualifications** :—
 - (a) No person, who has more than one wife living or who having a spouse living, marries in any case in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment to the aforesaid post, and
 - (b) No woman, whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment to the said post.

Provided that the Governor of Manipur may, if satisfied that there are special grounds for so ordering, exempt any person from the operation of this rule.

5. **“Power to relax** – Where the Governor is of opinion that it is necessary or expedient so to do, he may order, for reasons to be recorded in writing and in consultation with the Department of Personnel & Administrative Reforms (Personnel Division), for relaxation of any of the provisions of these rules with respect to any class or category of persons or posts.”

6. These rules shall come into force with effect from the date of publication in the Manipur Gazette.

By orders & in the name of the Governor,

YUMNAM ROBITA,
Deputy Secretary (DP), Govt. of Manipur.

No. 1/20/14-RR(Misc)/DP(A)

Imphal, the 24th May, 2016

RECRUITMENT RULES FOR THE POST OF UPPER DIVISION CLERK IN THE DEPARTMENTS/OFFICES
UNDER THE GOVERNMENT OF MANIPUR OTHER THAN MANIPUR SECRETARIAT/ASSEMBLY
SECRETARIAT/GOVERNOR'S SECRETARIAT/MPSC/TREASURIES & ACCOUNTS
DEPARTMENT/POLICE DEPARTMENT/JUDICIAL DEPARTMENTS, MANIPUR

1.	Designation of Post(s)	Upper Division Clerk
2.	No. of Post(s)	All posts of Upper Division Clerk in the Offices/Departments under the Govt. of Manipur other than Manipur Secretariat/Assembly Secretariat/Governor's Secretariat/MPSC/Try. & Accts. Deptt./Police Deptt./Judicial Deptt.
3.	Classification	GCS Group-C (Ministerial)
4.	Scale of pay	PB-1 : Rs. 5200-20200 + Grade Pay Rs. 2400/-
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 promotees.	N.A.
9.	Period of probation, if any	2 (two) years
10.	Method of rectt. whether by direct rectt. or 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 : LDC in the Department/Office concerned having passed the examinations 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.
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.

YUMNAM ROBITA,
Deputy Secretary (DP), Govt. of Manipur.