

Received 2/7/25 (17)

**GOVERNMENT OF MANIPUR
DIRECTORATE OF PRINTING & STATIONERY**

N O T I C E

Imphal, the 1st July, 2025.

No.ES-DPS-1/6/2025-DPS-DP&S: In pursuance of letter No.1/12/19-RR/D dated 24/4/2019 of the Department of Personnel & Administrative Reforms, Govt. of Manipur, the Directorate of Printing & Stationery, Manipur is hereby uploading the drafts for amendment of Recruitment Rules for the posts of (i) Machineman and (ii) Binder Grade-I of the Directorate of Printing and Stationery, Government of Manipur in the Manipur Government website: <https://www.manipur.gov.in>

2. All stakeholders/ General Public are invited to furnish feedback/ views/claims/objections/modifications, if any, on the aforesaid draft Recruitment Rules of the above-mentioned posts in writing to the undersigned positively within 30(thirty) days from the date of uploading of this Notice in order to facilitate any further necessary action, if any, in this regard.

**Digitally signed by
Ngangbam Roben Singh
Date: 01-07-2025 14:43:21
(Ng. Roben Singh)**

**Director,
Printing & Stationery, Manipur**

Copy to:

1. The Secretary (GAD), Govt. of Manipur for kind information.
- ✓ 2. The Web-Manager, DIT, Manipur. He is requested to upload this Notice along with the Draft Recruitment Rules for the two posts in the Manipur Government Website on priority.
3. File concerned.

MPSC FORM – 10

FORM 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 OF APPROVED RECRUITMENT RULES.

1. (a) Name of post: Machineman
(b) Name of Department: Printing & Stationery, Manipur.

2. Reference number in which Commission's:

Col. No.	Provisions in the approved rules	Revised provision proposed	Reasons for the revised proposed
4	PB-I, Rs.5200-20200/- & Grade Pay Rs.2000/-	PB-I, Rs.5200-20200/- & Grade Pay Rs.2000/-, Level-4 of Pay Matrix of the MS (RP) Rules, 2019 .	As per MS (RP) Rules, 2019.
6.	35 (thirty five) years & below (upper age limit is relaxable for Govt. Servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/ service and by 5 years for SC/ ST candidates and by 3 years for OBC candidates and a Govt. Servant who belongs to SC/ ST will get the facility admissible to a Govt. Servant in addition to the relaxation admissible to SC/ ST candidates).	38 (thirty Eight) years & below (upper age limit is relaxable for Govt. Servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/ service and by 5 years for SC/ ST candidates and by 3 years for OBC candidates and a Govt. Servant who belongs to SC/ ST will get the facility admissible to a Govt. Servant in addition to the relaxation admissible to SC/ ST candidates).	As applicable for Direct Recruitment posts in the Government of Manipur
7.	ESSENTIAL: 1. Passed Hr. Secondary Exam (Class-XII) or its equivalent from a recognised Board/ University of India/ Abroad and 7(seven) years practical experience in Offset printing, Screen printing, Risograph, Plate making, Binding machinery with good command from a well established printing house. 2. Trade test with in operating all kinds of machine micro settings of the machines, superimposition, plate making processes, stock cutting and seasoning. Desirable: 1. Knowledge of DTP systems. 2. Knowledge of Manipuri & Hindi.	ESSENTIAL: 1. Passed Hr. Secondary Exam (Class-XII) or its equivalent and 1 (one) year practical experience in Offset printing, Screen printing, Digital Printer, Plate making, Binding machinery with good command from a well-established printing house. 2. Trade test in operating all kinds of machines, micro settings of machines, plate making processes, stock cutting and seasoning. Desirable: 1. Knowledge of Manipuri & Hindi.	1. 7 (seven) years of practical experience for Direct Recruitment is too high for a Group III post. 1 (one) year experience will do for Direct Recruitment. 2. Knowledge of DTP systems is irrelevant to the job of a machineman

11.	Promotion: Junior Machineman: 1. Passed HSLC or its equivalent from a recognised Board/ University of India/ Abroad with 7(seven) years regular service in the grade. 2. Trade Test in operating all kinds of machines, microsettings of the machines, superimposition, plate making processes, stock cutting and seasoning.	Promotion: Labourer: 1. Passed HSLC (Class X) or its equivalent with 10 (Ten) years regular service in the grade. 2. Trade Test in operating all kinds of machines, microsettings of the machines, superimposition, plate making processes, stock cutting and seasoning	1. Presently, there is no feeder post for promotion to the post of Machineman after abolition of all posts of Junior Machineman under downsizing/right sizing policy of the Government. 2. Sanctioned number of posts of Labourer is 13 (thirteen) which is the feeder post for promotion to the now abolished post of Junior Machineman. 3. Every employee should have atleast one or two promotion avenue from that of his/her entry level which is now unavailable for the post of Labourer after abolition of the post of Junior Machineman. Such an arrangement will provide promotion avenue for those holding the post of Labourer. 4. Labourer with atleast 7-8 years of experience in handling offset machines, digital printer, plate making, etc. became fully capable of working as Machineman.
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 Ngangbam Roben Singh
 Date: 01-07-2025 13:18:50
 Signature of the Officer sending
 the proposal & Telephone No.

MPSC FORM - 8

PROPOSE RECRUITMENT RULES FOR THE POST OF MACHINEMAN IN THE DIRECTORATE OF PRINTING & STATIONERY, MANIPUR.

1.	Designation of post(s)	Machineman
2.	No. of post (s)	3 (three)
3.	Classification	G.C.S. Group-C (Non-Ministerial)
4.	Scale of pay	Level-4 in Pay Matrix (PB Rs.5200-20200 + GP Rs.2000/-) as per ROP 2019.
5.	Whether selection post or non-selection post	Selection
6.	Age for direct recruits	35 (thirty five) years & below (upper age limit is relaxable for Govt. Servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/ service and by 5 years for SC/ ST candidates and by 3 years for OBC candidates and a Govt. Servant who belongs to SC/ ST will get the facility admissible to a Govt. Servant in addition to the relaxation admissible to SC/ ST candidates).
7.	Educational and other qualifications required for direct recruits.	ESSENTIAL: 2. Passed Hr. Secondary Exam (Class-XII) or its equivalent from a recognised Board/ University of India/ Abroad and 1 (one) year practical experience in Offset printing, Screen printing, Risograph, Plate making, Binding machinery with good command from a well-established printing house. 3. Trade test in operating all kinds of machines, micro settings of machines, plate making processes, stock cutting and seasoning. Desirable: 1. Knowledge of DTP systems. 2. Knowledge of Manipuri & Hindi.
8.	Whether age and 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 recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods	25% by direct recruitment and 75% by promotion.
11.	In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer to be made.	PROMOTION: Labourer with: 1. Passed HSLC (Class X) or its equivalent from a recognised Board/ University of India/ Abroad with 10(ten) years regular service in the grade. 2. Trade test in operating all kinds of machines, micro settings of machines, plate making processes, stock cutting and seasoning.
12.	If a DPC exists, what is its composition	Class-III DPC
13.	Circumstances in which MPSC is to be consulted in making recruitment.	N.A.

MPSC FORM – 10

FORM 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 OF APPROVED RECRUITMENT RULES.

1. (a) Name of the post: Binder Grade-I
(b) Name of Department: Printing & Stationery, Manipur.
2. Reference number in which Commission's:

Col. No.	Provisions in the approved rules	Revised provision proposed	Reasons for the revised proposed
4	PB-I, Rs.5200-20200/- & Grade Pay Rs.1800/-	PB-I, Rs.5200-20200/- & Grade Pay Rs.1800/-, Level-2 of Pay Matrix of the MS (RP) Rules, 2019.	As per MS (RP) Rules, 2019.
6.	Nil	38 (thirty eight) years & below (upper age limit is relaxable for Govt. Servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/ service and by 5 years for SC/ ST candidates and by 3 years for OBC candidates and a Govt. Servant who belongs to SC/ ST will get the facility admissible to a Govt. Servant in addition to the relaxation admissible to SC/ ST candidates).	As applicable for Direct Recruitment in Government of Manipur
7.	Nil	ESSENTIAL: 1. Passed Hr. Secondary Exam (Class-XII) or its Equivalent. 2. Proficiency and 1 (one) year experience in book binding from a reputed firm. Desirable: 1. Knowledge of Manipuri & Hindi.	As consider suitable for Direct Recruitment for Binder
10.	By Promotion	50% by Promotion and 50% by Direct Recruitment	

11.	Promotion: Binder Grade-II with 3(three) years regular service in the grade.	Promotion: Labourer with HSLC or its equivalent from a recognised Board/ University of India/ Abroad and 8 (Eight) years regular service in the grade.	1. Binder Grade-II posts were abolished under the down-sizing & right-sizing policy of the Govt. 2. Sanctioned number of posts of Labourer is 13 (thirteen) which is the feeder post for promotion to the now abolished post of Binder Grade-II. 3. Every employee should have atleast one or two promotion avenue from that of his/her entry level which is now unavailable for the post of Labourer. This measure will provide promotional avenue for the post of Labourer to that of Binder Grade-I. 4. Labourer with atleast 5-6 years of experience in handling binding works become fully capable of working as Binder Grade-I.
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 Ngangbam Roben Singh
 Date: 01-07-2025 13:25:15

Signature of the Officer sending
 the proposal & Telephone No.

MPSC FORM - 8

PROPOSE RECRUITMENT RULES FOR THE POST OF BINDER IN THE DIRECTORATE OF PRINTING & STATIONERY, MANIPUR.

1.	Designation of post(s)	Binder Grade-I
2.	No. of post (s)	10 (Ten)
3.	Classification	G.C.S. Group-C (Non-Ministerial)
4.	Scale of pay	Level-2 in Pay Matrix (PB Rs.5200-20200 + GP Rs.1800/-) as per ROP 2019.
5.	Whether selection post or non-selection post	Selection
6.	Age for direct recruits	38 (thirty eight) years & below (upper age limit is relaxable for Govt. Servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/ service and by 5 years for SC/ ST candidates and by 3 years for OBC candidates and a Govt. Servant who belongs to SC/ ST will get the facility admissible to a Govt. Servant in addition to the relaxation admissible to SC/ ST candidates).
7.	Educational and other qualifications required for direct recruits.	ESSENTIAL: 1. Passed Hr. Secondary Exam (Class-XII) or its equivalent from a recognised Board/ University of India/ Abroad. 2. Proficiency and previous experience in book binding. Desirable: 3. Knowledge of Manipuri & Hindi.
8.	Whether age and 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 recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods	50% by Promotion and 50% by Direct Recruitment
11.	In case of recruitment by promotion/ deputation/ transfer,	PROMOTION:

	grades from which promotion/ deputation/ transfer to be made.	Labourer with: 1. 10(Ten) years regular service in the grade. 2. Trade test in binding operations
12.	If a DPC exists, what is its composition	Class-III DPC
13.	Circumstances in which MPSC is to be consulted in making recruitment.	N.A.