


**OFFICE OF THE DIRECTORATE OF FORENSIC SCIENCES
MANIPUR**

OFFICE MEMORANDUM
Imphal, the 5th December, 2025

Subject: Inviting comments of all stakeholders on the draft Recruitment Rules for the post of Laboratory Assistant (Chemistry/Biology/Ballistics/ Document/Toxicology/Photography/Mobile Forensic Unit/ Cyber/ Physics), Directorate of Forensic Sciences, Manipur.

No. 31/10/88-DFS/RR: In pursuance of Department of Personnel & Administrative Reforms (Personnel Division), Government of Manipur letter No. 1/12/19-RR /DP dated 24.04.2019, draft Recruitment Rules for the post of Laboratory Assistant (Chemistry/Biology/Ballistics/ Document/Toxicology/Photography/Mobile Forensic Unit/ Cyber/ Physics), Directorate of Forensic Sciences, Manipur are hereby made available on the official website of State Government (www.manipur.gov.in). All Stakeholders are therefore, requested to submit comments/ objections or suggestions, if any, on the draft RRs. The same may be submitted in writing or via email (dir.fslman@gmail.com) to the Director, Forensic Sciences, Manipur within a period of 30 (thirty) days from the date of publication of the draft RR on the Government website.

Enclosed: Draft RRs for the post of Laboratory Assistant (Chemistry/Biology/Ballistics/ Document/Toxicology/Photography/Mobile Forensic Unit/ Cyber/ Physics), Directorate of Forensic Sciences, Manipur.


(Roji Rajkumari)
Director of Forensic Sciences
Manipur.

Copy to:-

1. The Commissioner (Home), Government of Manipur.
2. The Website Manager, DIT, Ground Floor, Ministerial Block Mantripukhri, New Civil Secretariat- with a request for uploading on the official website of State Government for a period of 30 days.

MPSC FORM NO. 8

**RECRUITMENT RULES FOR THE POST OF LABORATORY ASSISTANT (CHEMISTRY/ BIOLOGY/ BALLISTICS/ DOCUMENT/TOXICOLOGY/
PHOTOGRAPHY/ MOBILE FORENSIC UNIT/ CYBER/ PHYSICS), DIRECTORATE OF FORENSIC SCIENCES, MANIPUR**

| Designation of post | No. of post | Classification | Scale of pay | Whether selection 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 promotees | Period of probation, if any |
|--|---------------|--|-----------------------------|---|---|--|--|-----------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| Laboratory Assistant (Chemistry/ Biology/ Ballistics/ Document/ Toxicology/ Photography/ Mobile Forensic Unit/ Cyber/ Physics) | 13 (thirteen) | Class III / Group C, Non Ministerial, Non Gazetted | 5200-20200+GP -2400 Level-5 | Selection | 38 Years and below (upper age limit relaxable by 5 years for SC/ST and 3 years for OBC and for Govt. servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/service. 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/OBC candidates. | <p>For Laboratory Assistant (Chemistry): Bachelor in Science with Chemistry as one of the papers/subjects during all the three years of degree or B.Sc Forensic Science from a recognized university.</p> <p>For Laboratory Assistant (Biology): Bachelor in Science with Biology / Zoology/ Botany as one of the papers/subjects during all the three years of degree or B.Sc Microbiology / Biotechnology/Biochemistry/Anthropology or B.Sc Forensic Science from a recognized university.</p> <p>For Laboratory Assistant (Ballistics): Bachelor in Science with Physics as one of the papers/subjects during all the three years of degree or B.Sc Forensic Science from a recognized university.</p> <p>For Laboratory Assistant (Document): Bachelor in Science with Physics as one of the papers/subjects during all the three years of degree or B.Sc Forensic Science from a recognized university.</p> <p>For Laboratory Assistant (Toxicology): Bachelor in Science with Chemistry as one of the papers/subjects during all the three years of degree or B.Sc Forensic Science from a recognized university.</p> | Age: No Educational Qualification: Yes | 2(two) years |

2/12/25

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| | | | | | | <p>For Laboratory Assistant (Photography): Bachelor in Science with Physics as one of the papers/subjects during all the three years of degree or B.Sc Forensic Science from a recognized university.</p> <p>For Laboratory Assistant (Mobile Forensic Unit): Bachelor in Science with Biology/Botany/Zoology/Chemistry/Physics as one of the papers/subjects during all the three years of degree or BCA or B.Sc Forensic Science / Computer Science/ Microbiology / Biotechnology/ Biochemistry/ Biophysics/ Anthropology from a recognized university.</p> <p>For Laboratory Assistant (Cyber): BCA or B.Sc Computer Science or Bachelor in Science with Physics as one of the papers/subjects during all the three years of degree or B.Sc Forensic Science from a recognized university.</p> <p>For Laboratory Assistant (Physics): Bachelor in Science with Physics as one the papers/subjects during all the three years of degree or B.Sc Forensic Science or Biophysics from a recognized university.</p> | | |
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| Method of recruitment whether by direct recruit or by promotion or by deputation/ transfer and percentage of the total sanctioned post to be filled by various methods | In case of recruitment by promotion/ deputation/ transfer grades from which promotion/ deputation/ transfer to be made. | If a DPC exists, what is its composition | Circumstances in which MPSC is to be consulted in making recruitment. |
|--|--|--|---|
| 10 | 11 | 12 | 13 |
| 50% by Direct recruitment and 50% by Promotion failing which by direct recruitment | Laboratory Attendant (Toxicology) / Dark Room Attendant (Photography) / Attendant (Mobile Forensic Unit) / Viscera Cutter (Toxicology) in the Directorate possessing qualification prescribed for direct recruits and having 5 years regular service in the grade. | Class-III | NA |

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FORM TO BE SUBMITTED BY THE APPOINTING AUTHORITY HEAD OF DEPARTMENTS WHILE FORWARDING PROPOSALS TO THE DEPARTMENT OF PERSONNAL & ADMINISTRATIVE REFORMS (PERSONNEL DIVISION) AND THE MANIPUR PUBLIC SERVICE COMMISSION FOR FRAMING OF RECRUITMENT RULES.

1.
 - (a) Name of the posts: Laboratory Assistant (Physics)/ Laboratory Assistant(Cyber)
 - (b) Name of the Department: Directorate of Forensic Sciences, Manipur
 - (c) Number of posts : 1(one) each for Laboratory Assistant (Physics)/ Laboratory Assistant(Cyber)
 - (d) Scale of Pay : 5200-20200+GP-2400 Level-5
 - (e) Class & service to which the post belongs : III
 - (f) Ministerial or non-ministerial: Non-ministerial

2. Appointing Authority : Home Department, Government of Manipur

3. Duties of the posts in details : To assist the reporting officers in the laboratory work of the division.

4. Describe briefly the methods adopted for filling the posts thereto: **50 % by Direct recruitment and 50% by Promotion failing which by direct recruitment**

5. Method of recruitment proposed : **50% by Direct recruitment and 50% by Promotion failing which by direct recruitment**

6. If promotion is proposed as a method of recruitment :
 - (a) Designation and number of the posts proposed to include in the field of promotion: Laboratory Attendant (Toxicology) / Dark Room Attendant (Photography) /Attendant (Mobile Forensic Unit) / Viscera Cutter (Toxicology) in the Directorate possessing qualification prescribed for direct recruits and having 5 years regular service in the grade.
 - (b) Number of years of qualifying service Proposed to the fixed before persons in the field become eligible for promotion: **5(five) Years**
 - (c) Percentage of vacancies in the grade proposed to be filled by promotion: **50% by Direct recruitment and 50% by Promotion failing which by direct recruitment**
 - (d) Reasons for proposing the percentage in (c) above: **To keep uniformity with other divisions.**
 - (e) Have recruitment rules been framed for the post proposed in the field of promotion if framed in consultation with the Commission, please quote Commission's reference number. If consultation with the Commission was not required please attach a copy of rules framed: **Not yet. Under process.**

(f) If recruitment Rules were not framed for the post in the field of promotion: -

(i) Please indicate briefly the method or recruitment actually adopted for filling the posts. Please also state the percentage filled by each of the methods: **NA. Yet to be filled up**

(ii) Please state briefly the educational qualification possessed by the persons in the field of promotion: **NA**

(g) (i) Is the promotion to be made on Selection or Non-Selection basis ? **Selection**

(ii) Reasons for the proposal in (i) above.

(h) If a D.P.C. exists, what is the composition: **Class III.**

7. If promotion is not proposed as method, please state why it is not considered desirable/possible /necessary: **NA**

8. If direct recruitment is proposed as a method of recruitment please state:-

(a) The percentage of vacancies proposed to be filled by direct recruitment: **50% by Direct recruitment and 50% by Promotion failing which by direct recruitment**

(b) (i) age for direct recruits: **38 Years and below (upper age limit relaxable by 5 years for SC/ST and 3 years for OBC and for Govt. servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/service. 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/OBC candidates.**

(ii) Is age relaxable for Government servants? **As explained in (b)(i)**

(c) Educational & other qualifications required for direct recruitments (If may please be qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well qualified).

ESSENTIAL:


For Laboratory Assistant(Cyber): **BCA or B.Sc Computer Science or Bachelor in science with physics as one of the papers/subjects during all the three years of degree or B.Sc Forensic Science from a recognized university.**

For Laboratory Assistant(Physics): **Bachelor degree in Science with Physics as one of papers/subjects during all the three years of degree or B.Sc Forensic Science or Biophysics from a recognized University.**

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9. If direct Recruitment is not proposed as a method, please state why it is not considered desirable/ possible/necessary? NA
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10. (i) If promotion & direct recruitment are both proposed as methods of rectt., will the Educational qualifications proposed for direct recruits will apply in the case of promotees: YES
- (ii) If not, to what extent are the educational qualifications proposed to be relaxed in the case of promotees? NA
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11. (a) If deputation/transfer proposed as a method of recruitment? If so, please state the reasons for the proposal. Please state clear whether deputation or transfer or both are proposed: NA
- (b) The percentage of vacancies proposed to be filled by this method: NA
- (c) The period of which deputation will be limited:
- (d) The names of the posts of grades or services etc. from which deputation/transfer is proposed: NA
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12. If any of the method proposed fails, by what method, are such vacancies proposed to be filled. NA
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13. Special circumstances, if any other than those covered by the Rules, in which the Commission may be required to be consulted. NA
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14. If these proposals are being sent in response to any reference from the Commission, please quote Commission's reference etc. : NA
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15. Name, address & tel. numbers of the Department's Representatives with whom these proposals may be discussed, if necessary for clarification early decision : **A. Prasan Kumar, Joint Director, Directorate of Forensic Sciences, Manipur. Tel. No. 8787821548**
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DATE :

PLACE:


Signature of the Officer
Sending the proposals.
Tel. No. 9089264355

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

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| 1. | Name of Post | Laboratory Assistant (Chemistry/ Biology/ Ballistics/ Document/ Toxicology/ Photography/ Mobile Forensic Unit) |
| 2. | Name of the Department | Directorate of Forensic Sciences |
| 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 and subsequent amendments should be enclosed, duly flagged and referenced) | i) 31 st May, 1999 ii) 29 th January, 2024 |

| Sl. No. | Name | Provision in the existing/ approved Rules | Revised Provision Proposed | Reasons for proposing revision |
|---------|------------------|---|--|--|
| 1. | 2. | 3. | 4. | 5. |
| 1. | Name of the post | i) Laboratory Assistant (Chemistry/Biology/ Ballistics/ Document/ Toxicology/ Photography) ii) Laboratory Assistant (Mobile Forensic Unit) | Laboratory Assistant (Chemistry/Biology/ Ballistics/ Document/ Toxicology/ Photography / Mobile Forensic Unit) | a) To have a single, uniform & common RR for the Laboratory Assistants. b) To incorporate promotional avenue for the feeder posts. |
| 2. | No. of posts | i) 6(six) ii) 2(two) | 13(thirteen) | Including the 5 (five) newly sanctioned posts of Laboratory Assistant- one each for Cyber, Mobile Forensic Unit, Biology, Physics and Chemistry, the total number of sanctioned posts of Laboratory Assistant is 13. |
| 3. | Classification | i) G.C.S., Class-III (Non-Gazetted) ii) G.C.S Group C (Non-Gazetted) | G.C.S, Class-III/Group C (Non-Ministerial & Non-Gazetted) | Category of the post belonged to Group C category. |

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| 4. | Scale of Pay | i) 1200-30-1560-EB-40-2040/- (Pre-Revised) ii) Rs.5200-20200 + GP Rs. 2400 | Rs. 5200-20200 + GP Rs. 2400 | Corresponding pay scale in the R.O.P. 1990 is Rs. 5200-20200 + GP Rs 2400/- . The same remain unchanged till date |
| 5. | Selection or Non-Selection | Selection | Selection | No change |
| 6. | Age limit for direct recruitment | 35 Years and 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 candidate 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 Years and below (upper age limit relaxable by 5 years for SC/ST and 3 years for OBC and for Govt. servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/service. 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/OBC candidates. | In accordance with Notification No. 3/45/2012-DR/DP dated 4 th March 2014, Govt. of Manipur Department of Personnel & Administrative Reforms (copy enclosed) |
| 7. | Educational and other qualifications for direct recruitment | i) For Laboratory Assistant (Chemistry/ Biology/ Ballistics/ Document/ Toxicology/ Photography) Essential: B.Sc in Chemistry/ Biology/ Zoology/ Physics/ Forensic Science from a recognised University. NOTE:- the subjects in respect of which recruitment is to be made shall be specified in each occasion. Desirable: For Laboratory Assistant- Previous experience in Forensic Science Laboratory/ Photographic work in the concerned discipline. | For Laboratory Assistant (Chemistry): Bachelor in Science with Chemistry as one of the papers/subjects during all the three years of degree or B.Sc Forensic Science from a recognized university. For Laboratory Assistant (Biology): Bachelor in Science with Biology / Zoology/ Botany as one of the papers/subjects during all the three years of degree or B.Sc Microbiology / Biotechnology/Biochemistry/Anthropology or B.Sc Forensic Science from a recognized university. For Laboratory Assistant (Ballistics): Bachelor in Science with Physics as one of the papers/subjects during all the three | a) Subjects relevant to the nature of job are specific. b) New subjects which have similar relevancy but not included in the existing RRs are also included. c) Desirable is not required for the post. |

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| | | <p>years of degree or B.Sc Forensic Science from a recognized university.</p> <p>For Laboratory Assistant (Document):</p> <p>Bachelor in Science with Physics as one of the papers/subjects during all the three years of degree or B.Sc Forensic Science from a recognized university.</p> <p>For Laboratory Assistant (Toxicology):</p> <p>Bachelor in Science with Chemistry as one of the papers/subjects during all the three years of degree or B.Sc Forensic Science from a recognized university.</p> <p>For Laboratory Assistant (Photography):</p> <p>Bachelor in Science with Physics as one of the papers/ subjects during all the three years of degree or B.Sc Forensic Science from a recognized university.</p> <p>For Laboratory Assistant (Mobile Forensic Unit):</p> <p>Bachelor in Science with Biology/Botany/Zoology/ Chemistry/Physics as one of the papers/subjects during all the three years of degree or BCA or B.Sc Forensic Science /Computer Science/ Microbiology / Biotechnology/ Biochemistry/ Biophysics/ Anthropology from a recognized university.</p> <p>ii) For Laboratory Assistant (Mobile Forensic Unit)</p> <p>Essential: B.Sc in Anthropology / BCA/ Biochemistry/ Biophysics/ Biotechnology/ Botany/ Chemistry/ Forensic Science/ Microbiology/ Physics/ Zoology from a recognized University or institution.</p> | | |
| 8. | Whether Educational qualifications and age | <p>i) N.A</p> <p>ii) Age : No</p> | <p>a) Age : No</p> <p>b) Educational Qualification: Yes</p> | To maintain the efficiency and standard of the output, possession of such educational qualification is required. |

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| | limit prescribed for DR will apply to promotes | Educational Qualification: Yes | | |
| 9. | Period of Probation, if any | 2(two) years | 2(two) years | No change |
| 10. | Method of recruitment Whether by DR or by promotion/ deputation/ absorption and percentage of the vacancy to be filled by various method | i) Direct Recruitment and ii) 50% by direct recruitment and 50% by promotion failing which by direct recruitment | 50 % by Direct recruitment and 50% by Promotion failing which by direct recruitment | To keep equal rooms for both the long serving employee and fresh recruits. |
| 11. | In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made | i) N.A. ii) Promotion: Attendant (Mobile Forensic Unit) / Laboratory Attendant (Toxicology) / Dark Room Attendant (Photography) /Viscera Cutter(Toxicology) possessing the qualifications prescribed for direct recruits and who have served 8 (eight) years regular service in the grade. | Laboratory Attendant (Toxicology) / Dark Room Attendant (Photography) /Attendant (Mobile Forensic Unit) / Viscera Cutter(Toxicology) in the Directorate possessing qualification prescribed for direct recruits and having 5 years regular service in the grade. | From GradePay-1650 to GradePay-2400 |
| 12. | If departmental promotion committee exists what is its composition | Class-III D.P.C. | Class-III D.P.C. | No change |
| 13. | Circumstances in which MPSC is to be consulted in making recruitment | N.A | N.A | No change |

8/2/25