

RECRUITMENT RULES FOR THE POST OF SCIENTIFIC ASSISTANT (DOCUMENT), 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
Scientific Assistant (Document)	2 (two)	Class II/ G.C.S. Group B, Non-Ministrial	Level 8 of ROP 2019 (38800-123 100)	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.	A) Essential Qualifications: Master degree in Physics or Chemistry from a recognized University or Institute. Or Master degree in Forensic Science from a recognized university or institute with specialization in the related field of Document discipline/division of Forensic Science. Or Master degree in Forensic Science with 1 years' experience in the related field of Document discipline/division of Forensic Science. Or B.Sc Forensic Science with 3 years experience in the related field of Document discipline/division of Forensic Science. B) Desirable: - One-year experience of working in a Forensic Science Laboratory under the Central or State Government or Union territory administration after obtaining the minimum educational qualifications	Age: No Educational Qualification: No	2(two)

8/12/18/26

-: (2) :-

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 recruit & 50% by promotion failing which by direct recruitment.	Promotion: Laboratory Assistant (Document) in the Directorate with 5 years regular service in the grade possessing qualification prescribed for direct recruits. Or Laboratory Assistant (Document) in the Directorate with 10 (ten) years' regular service in the grade in case of Bachelor degree holders.	Class II D.P.C	As required under MPSC (exemption from consultation) Regulations 1972.

8/12/18/26

**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**

1.	Name of Post	Scientific Assistant (Document)
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)	28 th November, 1986 31 st May, 1999 23 rd October, 2015

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	Scientific Assistant (Document)	Scientific Assistant (Document)	No Change
2.	No. of posts	2(two)	2(two)	No change
3.	Classification	G.C.S., Gr. B (Non -ministerial)	G.C.S., Gr. B (Non -ministerial)	No change
4.	Scale of Pay	PB of Rs. 9300-34800 plus Grade Pay of Rs. 4300/- [As prescribed in MS(RP) (2 nd Amendment) Rules 2011	Level 8 of ROP 2019 (38800-123 100)	As per ROP 2019
5.	Selection or Non-Selection	Selection	Selection	No change

8/12/18/26

6.	Age limit for direct recruitment	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.	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.	No change
7.	Educational and other qualifications for direct recruitment	Essential:- M.Sc in Physics or Forensic Science (with Physics in Bachelor's degree) from a recognized University. Desirable: Previous experience in a Forensic Science Laboratory recognized by State/Central Govt.	A) Essential Qualifications: Master degree in Physics or Chemistry from a recognized University or Institute. Or Master degree in Forensic Science from a recognized University or Institute with specialization in the related field of Document discipline/division of Forensic Science. Or Master degree in Forensic Science with 1 years' experience the related field of Document discipline/division of Forensic Science. Or B.Sc Forensic Science with 3 years experience in the related field of Document discipline/division of Forensic Science. B) Desirable: - One-year experience of working in a Forensic Science Laboratory under the Central or State Government or Union territory administration after obtaining the minimum educational qualifications	New subjects/qualifications prescribed in the enclosed annexure of DO No. 04(07)/2022/2091 dated 1 st September 2025 of Directorate of Forensic Sciences Services, Ministry of Home Affairs, Govt. of India have been incorporated.
8.	Whether Educational qualifications and age limit prescribed for DR will apply to promotes	N.A	a) Age : No b) Educational Qualification: No	No change

Signature
12/10/26

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	50% by promotion and 50% by direct recruitment	50% by direct recruit & 50% by promotion failing which by direct recruitment	To bring uniformity with RRs of other divisions.
11.	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	Promotion: Laboratory Assistant (Document) in the Deptt. having the following qualification and experience: i) 5(five) years' experience in Document division in case of M.Sc degree holders ii) 10(ten) years' experience in Document division in case of B.Sc degree holders	Promotion: Laboratory Assistant (Documents) in the Directorate with 5 years regular service in the grade possessing qualification prescribed for direct recruits. Or Laboratory Assistant (Documents) in the Directorate with 10 (ten) years' regular service in the grade in case of Bachelor degree holders.	In view of addition of new qualification for direct recruits.
12.	If departmental promotion committee exists what is its composition	Class-II D.P.C.	Class-II D.P.C.	No change
13.	Circumstances in which MPSC is to be consulted in making recruitment	As required under MPSC (exemption from consultation) Regulations 1972	As required under MPSC (exemption from consultation) Regulations 1972	No change

8/12/10/26

RECRUITMENT RULES FOR THE POST OF SCIENTIFIC OFFICER (DOCUMENT), 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
Scientific Officer (Document)	2(two)	G.C.S. Class I (Gazetted)	Level 12 of ROP 2019 (53100-167800)	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.	A) Essential Qualifications: Master degree in Physics or Chemistry or Forensic Science from a recognized University or Institute B) Essential Experience: Three years' experience of analytical methods and research therein from a Government recognized organization or institution in the field / Subjects as mentioned in 'A' above. C) Desirable: One-year experience of working in a Forensic Science Laboratory under the Central or State Government or Union territory administration after obtaining the minimum educational qualifications	Age: No Educational Qualification: No	2(two)

8/12/15/26

Contd.P2/

-: (2) :-

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
By promotion failing which by direct recruit	Promotion: a) Scientific Assistant (Document) with 4(four) years regular service in the grade and having qualification same as direct recruit or Scientific Assistant (Document) with 7(seven) years regular service in the grade for B.Sc degree holder. b) Completed in-service training having a duration of at least 4(four) months in the concerned division from a recognized Forensic institution or organization.	Class I DPC	As required under MPSC (exemption from consultation) Regulations 1972.

8/12/18/26

**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**

1.	Name of Post	Scientific Officer (Document)
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)	31 st July, 2010

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	Scientific Officer (Document)	Scientific Officer (Document)	No Change
2.	No. of posts	1(one)	2(two)	Including the 1 (one) newly sanctioned posts.
3.	Classification	G.C.S., Class-I(Gazetted)	G.C.S., Gr-A(Non-Ministerial)	No change
4.	Scale of Pay	Rs. 8000-275-13500/- [MS(RP) Rules, 1999]	Level 12 of ROP 2019 (53100-167800)	No change
5.	Selection or Non-Selection	Selection	Selection	No change

8/12/10/26

6.	Age limit for direct recruitment	35 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	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	Essential:- A) M.Sc in Forensic Science (with Physics as one of the subjects in Bachelor's degree)/Physics/ M.C.A or M.Sc IT from a recognized University/ Institute. B) 3 years' experience in analytical work in the relevant field of Forensic Science. Desirable: Working knowledge of computer and Spectroscopy.	A) Essential Qualifications: Master degree in Physics or Chemistry or Forensic Science from a recognized University or Institute B) Essential Experience: Three years' experience of analytical methods and research therein from a government recognized organization or institution in the field/subjects as mentioned in 'A' above. C) Desirable: One-year experience of working in a Forensic Science Laboratory under the Central or State Government or Union territory administration after obtaining the minimum educational qualifications	New subjects/ qualifications prescribed in the enclosed annexure of DO No. 04(07)/2022/2091 dated 1 st September 2025 of Directorate of Forensic Sciences Services, Ministry of Home Affairs, Govt. of India have been incorporated.
8.	Whether Educational qualifications and age limit prescribed for DR will apply to promotes	a) Age : No b) Educational Qualification: No But the incumbent must possess at least Bachelor degree in one of the subjects given at column 7	a) Age : No b) Educational Qualification: No	To maintain uniformity with other divisions
9.	Period of Probation, if any	2(two) years	2(two) years	No change

8/12/15/26

10.	Method of recruitment Whether by DR or by promotion/ deputation/ absorption and percentage of the vacancy to be filled by various method	By promotion failing which by direct recruitment.	By promotion failing which by direct recruitment.	No change
11.	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	Promotion: a) Scientific Assistant (FSL) with 3(three) years regular service in the grade and in the relevant field for M.Sc degree holder or Scientific Assistant (FSL) with 5(five) years regular service in the grade and in the relevant field for B.Sc degree holder. b) Completed in-service training course having a duration of not less than 4(four) months in the relevant field from a recognised institution.	Promotion: a) Scientific Assistant (Document) with 4(four) years regular service in the grade and having qualification same as direct recruit or Scientific Assistant (Document) with 7(seven) years regular service in the grade for B.Sc degree holder. b) Completed in-service training having a duration of at least 4(four) months in the concerned division from a recognized Forensic institution or organization.	As mentioned in the post creation order and grade pay of the feeder post as advised by DP, Govt. of Manipur.
12.	If departmental promotion committee exists what is its composition	Class-I D.P.C.	Class-I D.P.C.	No change
13.	Circumstances in which MPSC is to be consulted in making recruitment	As required under MPSC (exemption from consultation) Regulations 1972	As required under MPSC (exemption from consultation) Regulations 1972	No change

8/12/10/26