

No.A-12018/50/2019-P&AR(GSW)
GOVERNMENT OF MIZORAM
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(GENERAL SERVICE WING)

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Mizoram Secretariat
Aizawl, the 7th January, 2020

OFFICE MEMORANDUM

Subject: Maintenance of vacancy based roster and matters connected thereto

The Government of Mizoram ordered maintenance of posts based roster for all departments/offices under the Government of Mizoram while calculating vacancies falling under two or more reservations/quotas vide No.A.32012/1/2003-P&AR(GSW) dt. 24.01.2011. Post based roster operates on the total sanctioned posts in a cadre for calculation of the share of different methods of recruitment as per the recruitment rules. This order was made apparently with a view to maintain consistency among different departments and to bring the policy of reservation in line with the law laid down by the Hon'ble Supreme Court in the case of *R.K. Sabharwal vs. State of Punjab* reported in 1995 AIR 1371, 1995 SCC (2) 745 as well as *J.C. Malik vrs. Union of Ministry of Railways* reported in 1996 (1) SLJ 114.

2. The recruitment rules of all Group 'A', 'B', 'C' and 'D' posts were also amended through the Mizoram Group 'A', 'B', 'C' and 'D' Recruitment (Amendment) Rules, 2011 by suitably amending the word "vacancies" appearing in column 10/11 of the First Schedule/Annexure-I of the recruitment rules wherever linked to "quota" by the word "post or posts". Recruitment rules framed subsequently also replaced the word "vacancies" to "posts" with a view to facilitate the maintenance of post based roster while calculating the share of posts between different methods of recruitment appearing in the recruitment rules.

3. In the meantime, the observations of the Supreme Court in the case of *Appeal (Civil) 6446 of 1998 State of Punjab vs Dr. R.N. Bhatnagar and Anr* pertaining to an appeal as to how the quota and rota for recruitment of Professor in a Medical College is to be operated is hereby reproduced as shown below:

"It has, therefore, to be appreciated that when posts in a cadre are to be filled in from two sources whether the candidate comes from the source of departmental promotees or by way of direct recruitment once, both of them enter a common cadre, their birth marks disappear and they get completely integrated in the common cadre. This would be in consonance with the thrust of Article 16(1) of the Constitution of India. No question of exception to the said general thrust of the Constitutional provision would survive as Article 16 (4) would be out of picture in such a case. Consequently the decision rendered by the Constitution Bench in R.K. Sabharwal's case in connection with Article 16(4) and the operation of roster {i.e. posts based roster} for achieving the reservation of posts for SCs, STs and BCs as per the scheme of reservation cannot be

pressed in service for the present scheme of Rule 9(i) [rule 9(i) of the Punjab Medical College Education Service (Class-I) Rules, 1978 prescribed the method of recruitment to the post of Professor as 75 percent posts by promotion and 25 percent posts by direct recruitment] is not as per Article 16(4) but is governed by the general sweep of Article 16(1). The attempt of learned counsel for the respondent to treat a quota rule as reservation rule would result in requiring the State authorities to continue the birth-marks of direct recruits and promotees even after they enter the common cadre through two separate entry points regulating their induction to the cadre. Therefore, the roster for 3 promotees and one direct recruit is to be continued every time a vacancy arises and there is no question of filling up a vacancy arising out of a retirement of a direct recruit by a direct recruit or on the retirement vacancy of a promotee by a promotee. **Consequently, the question of rotating the vacancies as posts or for treating the posts mentioned in the rules of recruitment as necessarily referable to total posts in the cadre at a given point of time in the light of R.K. Sabharwal's judgment, therefore, cannot survive for in the case of a quota rule between direct recruits and promotees, the same is to be judged on the touchstone of Article 16(1) and the statutory rules governing the recruitment to the posts of Professor constituting the Punjab Medical Education Service (Class-I) and not on the basis of Article 16(4)"**

4. The Supreme Court in the above case further held that “....the quota rule would apply to the vacancies and recruitment has to be made keeping in view the vacancies available to the two sources according to the quota....**The quota of percentage of departmental promotees and direct recruits has to be worked out on the basis of the roster points taking into consideration vacancies that fall due at a given point of time.....** Whenever in the cadre of Professors of Ophthalmology vacancies arise for being filled in at any given point of time, those vacancies in the posts have to be filled in by operating the roster in such a way that available vacancies get filled up by allotting 75% of them to departmental promotees and 25% to direct recruits”. The Supreme Court, thus, effectively held that the decision rendered in the case of *R.K. Sabharwal vs. State of Punjab* in connection with article 16(4) of the Constitution (i.e. pertaining to reservation of appointments or posts in favour of any backward class of citizens) and the operation of roster for achieving the reservation of posts for Scheduled Castes, Scheduled Tribes and Backward Classes as per the scheme of reservation cannot be pressed into service for the scheme of method of recruitment as prescribed in the respective recruitment rules.

5. The Gauhati High Court in the case of *WP(C) No. 225 of 2016 Lalthagkimi & 106 Ors vs State of Mizoram & 4 Ors* pertaining to maintenance of posts based roster while calculating the share of posts between different methods of recruitment for recruitment of Health Supervisor also ruled as follows:

“It is settled that in the Rules of 2011, the word ‘post’ is given, but the difficulty is whether to read it as the total strength of the cadre or the vacancies that arises from time to time. Rules have to be read to give meaning and purpose to the extension of the legislature. In this case, it is an admitted fact that the posts of Health Supervisor were filled up as per the Rules, i.e. Rules of 1987 and the amended Rules of 2006. In both the Rules, it is provided that the post of Health Supervisor is to be filled up,

100% through promotion. Now with the coming of the new Rules {which prescribed 75% by promotion and 25% by limited departmental examination}, if the percentage of posts to be filled up has to be counted against the total sanctioned posts, it would be quite unreasonable because of 2 reasons:

- i) the first reason being that persons who are eligible in future for promotion would be deprived of the chance of being promoted to the post of Health Supervisor.
- ii) because it would mean giving retrospective effect to a law.

Generally, laws are to be given prospective effect unless it is specifically mentioned in the Rule or Act itself. **Therefore, the word 'post' has to be understood or read as 'vacancy' that arises from time to time"**

6. Further, the ruling of the Gauhati High Court in the case of WP(C) No. 51 of 2018 *Rotluangi Chawngthu & Anr vs State of Mizoram & Ors* pertaining to the application of post based roster for filling up of vacancies in the post of Principal, Government Higher Secondary School is reproduced below for which the recruitment rules of 2017 prescribed 50% by promotion and another 50% by limited departmental examination:

*"Further, this Court does not find any force in the submission made by the respondents' counsel that post based roster would have to be applied in the present case and for that to happen, the post will have to be filled up through LDE. **The question of applying roster based reservation, as held by the Apex Court in R.K. Sabharwal and Others is with regard to the issue of reservation, to provide adequate representation to Schedule Caste/Tribes and Other Backward Classes in services.** The roster based reservation was one of the mechanisms provided to achieve that end. Roster based reservation indicates the reserve points in respect of posts in a particular cadre, wherein the reserve points are to be filled up from that particular reserved categories and candidates belonging to the general category are not entitled to be considered for the reserved posts. It is in that context that the roster points reservation mechanism has been dealt with by the Apex Court in R.K. Sabharwal and Others. The above case is not applicable to the case in hand, as there is no reserved posts for reserved categories..... The quota-rota rules can be applied only on the coming into force of the 2017 Rules. Thus, the decision of the State respondents to fill up the 2 (two) vacant posts of Principals only by way of LDE as per the 2017 Rules, as reflected in the "Question and Answer No. 6" of the letter dated 25.04.2018, issued by the SPIO and the Under Secretary to the Government of Mizoram, School Education Department is unsustainable and the decision taken by the State respondents in that regard is set aside.... In view of the above reasons, this Court directs the respondents to fill up one vacant post, out of the 2 (two) vacant posts of Principal of Government HSS, by way of promotion and the other remaining one post by way of LDE."*

7. In view of the judicial pronouncements stated above and in supersession of notification No.A.32012/1/2003-P&AR(GSW) dt. 24.01.2011 which prescribed maintenance of post based roster, the State Government hereby ordered as follows:

- a) Vacancy based roster shall be maintained with immediate effect for filling up of vacancies in case different methods of recruitment are prescribed in the recruitment rules/service rules. Vacancy based roster ensures preparation of roster points based on the cyclical rotation of vacancies between different methods of recruitment which in turn is based on the quota prescribed by the recruitment rules between the different methods of recruitment

Illustration No. 1: Suppose the recruitment rules for the post of an Assistant Engineer, with a total sanctioned strength of 100 posts, provide the methods of recruitment as 75% by direct recruitment and 25% by promotion and suppose there are 10 vacancies for the year 2019-20, the vacancy based roster may be made as follows:

Vacancy based roster for recruitment of Assistant Engineer, assuming that the starting point in the roster is the method of direct recruitment

Methods of recruitment: Direct recruitment : 75%
Promotion : 25%
Total vacancies for the year 2019-20 : 10

Roster point	Method of recruitment
1.	Direct recruitment_1
2.	Direct recruitment_2
3.	Direct recruitment_3
4.	Promotion_1
5.	Direct recruitment_4
6.	Direct recruitment_5
7.	Direct recruitment_6
8.	Promotion_2
9.	Direct recruitment_7
10.	Direct recruitment_8

Illustration No. 2: Suppose the recruitment rules for the post of a Medical Officer, with a total sanctioned strength of 250 posts, provide the methods of recruitment as 60% by direct recruitment and 40% by promotion and suppose there are 10 vacancies for the year 2019-20, the vacancy based roster may be made as follows:

Vacancy based roster for recruitment of Medical Officer, assuming that the starting point in the roster is the method of promotion

Methods of recruitment: Direct recruitment : 60%
Promotion : 40%
Total vacancies for the year 2019-20 : 10

Roster point	Method of recruitment
1.	Promotion_1
2.	Promotion_2
3.	Direct recruitment_1
4.	Direct recruitment_2
5.	Direct recruitment_3
6.	Promotion_3
7.	Promotion_4
8.	Direct recruitment_4
9.	Direct recruitment_5
10.	Direct recruitment_6

- b) The word 'post' or 'posts' appearing in the recruitment rules/service rules with reference to the quota prescribed for different methods of recruitment has to be understood or read as 'vacancy' that arises from time to time.
- c) Vacancies which are left unfilled as on the date of issue of this Office Memorandum but which fell vacant in previous vacancy years shall also be filled up by following the vacancy based roster in case there are more than one methods of recruitment to a post/grade as per the relevant recruitment rules.
- d) Past cases wherein vacancies were filled up based on the application of posts based roster between different methods of recruitment need not be re-opened on account of implementation of the vacancy based roster.

8. The starting point in the roster should be that method of recruitment prescribed in the recruitment rules for which the selection process had been completed first. The method of recruitment which is written first in the recruitment rules may not necessarily be the starting point in the roster unless the selection process had been completed first. For this purpose, the date of the completion of the selection process will be determined as follows:

Sl. No.	Method of recruitment	Date of completion of selection process
1.	Direct recruitment	
(a)	Through examination conducted by MPSC/MSSSB or any other recruiting authorities	Date of publication/ announcement of results
(b)	Through interviews conducted by MPSC/MSSSB or any other recruiting authorities	Date of issue of the letter of the MPSC/MSSSB conveying their recommendation
(c)	Through interviews conducted by DPC as constituted by the Government from time to time	Date of meeting of the DPC or last date of meeting of the DPC, in case meeting is spread over more than a day

2.	Promotion	
(a)	Through the MPSC or MSSSB	Date of issue of the letter of the MPSC/MSSSB conveying their recommendation
(b)	Through the DPC as constituted by the Government from time to time	Date of meeting of the DPC or last date of meeting of the DPC, in case meeting is spread over more than a day
3.	Limited departmental examination	
(a)	Through the MPSC or MSSSB	Date of publication/ announcement of results
(b)	Through the DPC as constituted by the Government from time to time	Date of publication/ announcement of results

9. A new roster will have to be started in the following cases:

- a) From the date the recruitment rules are notified in the Gazette
- b) When there is an amendment to the recruitment rules which changes the percentage allotted for the various methods of recruitment.

10. When recruitment is made vacancy based, it is possible that at any given point of time, the share of direct recruitment may increase and the share of promotion may correspondingly decrease or vice versa. In such cases, the cadre strength for direct recruitment and cadre strength for promotion would change from year to year. The term 'cadre strength' in this context implies the number of posts required to be filled up by a particular method of recruitment in terms of the applicable recruitment rules.

Illustration No. 3: Suppose the sanctioned strength of the post of Assistant is 800 and the recruitment rules provide the methods of recruitment as 40% by direct recruitment, 40% by promotion and the remaining 20% by limited departmental examination. Suppose all the 800 posts were vacant and filled in the year 2018-19, then, the cadre strength for the three methods of recruitment shall be as under:

Direct recruitment	: 320
Promotion	: 320
Limited departmental examination	: 160

Suppose in the year 2020-21, a total of 200 vacancies arises in the post of Assistant of which 60 posts were vacated by candidates from the direct recruitment quota, 80 posts were vacated by candidates from promotion quota and another 60 posts were vacated by candidates from the limited departmental examination quota, the number of incumbents against the three methods of recruitment during the year 2020-21 before making new recruitment shall be as under:

Direct recruitment	: 260
Promotion	: 240
Limited departmental examination	: 100

Since the recruitment rules provide the methods of recruitment as 40% by direct recruitment, 40% by promotion and the remaining 20% by limited departmental examination, the number of vacancies to be filled by the three methods of recruitment for the year 2020-21 and the cadre strength for the three methods of recruitment after making recruitment shall be as under

Sl. No.	Method of recruitment	Vacancies to be filled in the vacancy year 2020-21	Cadre strength after recruitment in the recruitment year 2020-21
1)	Direct recruitment (40%)	80	260+80 = 340
2)	Promotion (40%)	80	240+80 = 320
3)	Limited departmental examination (20%)	40	100+40 = 140
	TOTAL	200	800

Sd/- LALRINSANGA

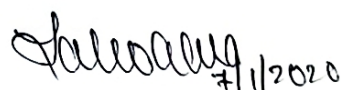
Joint Secretary to the Govt. of Mizoram

Memo.No.A-12018/50/2019-P&AR(GSW)

Aizawl, the 7th January, 2020

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3. P.S to Deputy Chief Minister
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7. All Administrative Departments
8. Secretary, MPSC/SEC/MIC/AMC
9. All Heads of Department
10. All Deputy Commissioners, Mizoram
11. All wings of DP&AR
12. Website Manager, DP&AR for uploading in the website
13. Guard File


(LALROHLUA)

Deputy Secretary to the Govt. of Mizoram
Deptt. of Personnel & Administrative Reforms
(General Service Wing)

No.A-12018/50/2019-P&AR(GSW)
GOVERNMENT OF MIZORAM
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(GENERAL SERVICE WING)

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Mizoram Secretariat, MINECO
Aizawl, the 20th March, 2020

OFFICE MEMORANDUM

Subject: Instructions on implementation of vacancy based roster

The Government of Mizoram ordered implementation of vacancy based roster for calculation of vacancies in case different methods of recruitment are prescribed in the recruitment rules vide OM of even number dated 07.01.2020. Certain queries/requests for clarifications have been received with regard to implementation of the vacancy based roster in this department both in writing and oral.

2. In continuation of the OM referred to above, the following instructions are hereby issued to ensure smooth and effective implementation of vacancy based roster:

- i) The starting point in the roster shall be that method of recruitment in the recruitment rules for which the selection process had been completed first as prescribed in paragraph 8 of the OM of even no. dated 07.01.2020. The starting point in the roster which has been established either from the date the recruitment rules were notified in the Official Gazette or from the date an amendment to the recruitment rules were made which changes the percentage allotted to various methods of recruitment should continue to be the starting point in the roster in subsequent years too. For instance, there is only one vacancy in a post of Headmaster, Government Middle School during the year 2020-21 vacancy year and the method of recruitment provided in the relevant recruitment rules is 50% by promotion and another 50% by limited departmental examination. The lone vacancy shall go to that method of recruitment which was established as the starting point of the roster which was prepared either from the date the recruitment rules were notified in the Official Gazette or from the date an amendment to the recruitment rules were made which changes the percentage allotted to various methods of recruitment.
- ii) A new roster is to be started in the following cases as prescribed in paragraph 9 of the OM of even no. dated 07.01.2020:
 - a) From the date the recruitment rules are notified in the Gazette

- b) When there is an amendment to the recruitment rules which changes the percentage allotted for the various methods of recruitment.

The starting point which has been established in any of the cases mentioned above should continue to be the starting point in the roster in subsequent vacancy years too until another amendment to the recruitment rules is made which changes the percentage allotted for various methods of recruitment.

- iii) The quota prescribed for persons with benchmarked disabilities shall be calculated with reference to the vacancies falling under direct recruitment quota as prescribed in paragraph 2 of OM No. A.12027/1/2011-P&AR(GSW) dt. 18.02.2019 since the reservation for persons with benchmarked disabilities is vacancy based as per sub-section (1) of section 34 of the Rights of Persons with Disabilities Act, 2016. Thus, vacancies have to be worked out on the basis of vacancy based roster.
- iv) The quota prescribed for meritorious sportspersons shall also be calculated with reference to the vacancies falling under direct recruitment quota in the respective recruitment rules as prescribed in paragraph 3 of OM No. A.12032/1/2019-P&AR(GSW) dt. 14.11.2019. Thus, vacancies have to be worked out on the basis of vacancy based roster.
- v) The quota prescribed for ex-servicemen shall also be calculated with reference to the vacancies falling under direct recruitment quota in the respective recruitment rules as prescribed in rule 4 of the Mizoram Ex-servicemen (Re-employment in Civil Posts) Rules, 2019. Thus, vacancies have to be worked out on the basis of vacancy based roster.
- vi) Regularisation of work-charged employees falls under direct recruitment quota as prescribed in the respective recruitment rules in line with the provisions in the Government of Mizoram Regularisation of Work-charged Employees (in Public Works Department, Public Health Engineering Department, Power and Electricity Department and other Establishments) Scheme, 2000 and thus, the vacancies falling under direct recruitment quota for the purpose of regularisation have to be calculated on the basis of vacancy based roster.
- vii) Regularisation of Muster Roll employees (now re-designated as Provisional Employees) falls under 35% of the direct recruitment quota as per the provisions in paragraph 4(iv) of the Government of Mizoram Regularisation of Muster Roll Employees Scheme, 2018 and thus, the vacancies falling under direct recruitment quota for the purpose of regularisation have to be calculated on the basis of vacancy based roster.

- viii) Regularisation of Contract employees falls under 20% of the sanctioned posts in direct recruitment quota as per the provisions in paragraph 4(2) of the Government of Mizoram Regularisation of Contract Employees Scheme, 2008 as amended and thus, the vacancies falling under direct recruitment quota for the purpose of regularisation have to be calculated on the basis of vacancy based roster.
- ix) Notwithstanding anything in paragraph 2 (vi), 2 (vii) and 2 (viii) above, regularisation of Work-charged, Contract and Provisional employees who are otherwise eligible and falls within the reservation quota for regularisation as per the respective regularisation schemes for the vacancy year 2019-20 and before with calculations on the basis of the erstwhile post based roster shall continue to be considered for regularisation on the basis of the post based roster. However, regularisation of Work-charged, Contract and Provisional employees for vacancies falling under direct recruitment quota for the vacancy year 2020-21 and afterwards shall be calculated on the basis of vacancy based roster for every vacancy years.
- x) Cases of approvals for filling up of vacancies by any of the methods of recruitment accorded by the Government in DP&AR (ARW) and/or Finance (E) Department, wherever necessary, before the date of issue of the OM of even no. dated 07.01.2020 with calculations on the basis of post based roster shall stand and vacancies shall be filled up accordingly.
- xi) Vacancies have to be calculated vacancy year wise under the vacancy based roster. Vacancy year, in this context, refers to the period from 1st April of a calendar year to 31st March of the next calendar year.

3. Paragraph 7(c) of the OM of even no. dated 07.01.2020 ordered that “vacancies which are left unfilled as on the date of issue of this Office Memorandum but which fell vacant in previous vacancy years shall also be filled up by following the vacancy based roster in case there are more than one methods of recruitment to a post/grade as per the relevant recruitment rules”. The above provision has been reviewed and it has been decided that the same shall be withdrawn *ab initio* and paragraph 7(c) shall be substituted as follows:

“Vacancies which are left unfilled as on the date of issue of the Office Memorandum of even number dt. 07.01.2020 including vacancies which fell vacant in previous vacancy years with calculations on the basis of post based roster shall continue to belong to such method of recruitment as assigned to such vacant post(s) on the basis of post based roster in such vacancy year in case there are more than one methods of recruitment to a post/grade as per the relevant recruitment rules”

Illustration: For instance, for vacancies falling under direct recruitment quota and limited departmental examination quota for the vacancy year 2018-19 with calculations on the basis of post based roster and which remain unfilled as on 07.01.2020 shall continue to belong to the roster point for direct recruitment and limited departmental examination respectively in such vacancy year and the vacancies shall be filled up accordingly.

4. The term “post based roster” appearing in the following OM’s insofar as it relates to the calculation of vacancies between different methods of recruitment shall be read or understood as “vacancy based roster” and hence, vacancy based rosters shall instead be included in agenda papers for promotion, regularisation, limited departmental examination, etc. for consideration of the respective Departmental Promotion Committees in respect of vacancies falling after the implementation of vacancy based roster with effect from 07.01.2020.

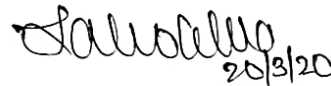
- i) OM on “Comprehensive instructions on the procedure to be followed by Departmental Promotion Committee in matters relating to promotion and issues connected thereto” issued vide No. No-A.32012/1/2011-P&AR(GSW) dt. 28.02.2019
- ii) OM on “Comprehensive instructions on the procedure to be followed by Departmental Promotion Committee in matters relating to regularisation and issues connected thereto” issued vide No.A-12032/2/2019-P&AR(GSW) dt. 14.06.2019
- iii) OM on “Comprehensive instructions on the procedure to be followed by Departmental Promotion Committee in matters relating to conduct of limited departmental examination and issues connected thereto” issued vide No.A-34011/1/2019-P&AR(GSW) dt. 19.07.2019
- iv) Any other government instrument in the form of an Office Memorandum, Orders, Circulars, etc. wherein the term “post based roster” appears insofar as it relates to the calculation of vacancies between different methods of recruitment.

Sd/- LALRINSANGA

Additional Secretary to the Govt. of Mizoram

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(LALROHLUA)

Deputy Secretary to the Govt. of Mizoram

No. A.12018/50/2019-P&AR(GSW)
GOVERNMENT OF MIZORAM
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(GENERAL SERVICE WING)

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Mizoram Secretariat, MINECO.
Aizawl, the 9th Aug, 2021

OFFICE MEMORANDUM

Subject: Maintenance of roster for identification of quota where two or more methods of recruitment are provided in the relevant recruitment rules/service rules and matters connected thereto.

The Government of Mizoram ordered maintenance of posts-based roster for all departments/offices under the Government of Mizoram while calculating vacancies falling under two or more reservations/quotas vide No.A.32012/1/2003-P&AR(GSW) dt. 24.01.2011. Post-based roster operates on the total sanctioned posts in a cadre for calculation of the share of different methods of recruitment as per the recruitment rules. This order was made apparently with a view to maintain consistency among different departments and to bring the policy of reservation in line with the law laid down by the Hon'ble Supreme Court in the case of R.K. Sabharwal vs. the State of Punjab reported in 1995 AIR 1371, 1995 SCC (2) 745.

2. The recruitment rules of all Group 'A', 'B', 'C' and 'D' posts were also amended through the Mizoram Group 'A', 'B', 'C' and 'D' Recruitment (Amendment) Rules, 2011 by suitably amending the word "vacancies" appearing in column 10/11 of the First Schedule/Annexure-I of the recruitment rules wherever linked to "quota" by the word "post or posts". Recruitment rules framed subsequently also replaced the word "vacancies" to "posts" with a view to facilitate the maintenance of post-based roster while calculating the share of posts between different methods of recruitment appearing in the recruitment rules.

3. In the meantime, the observations of the Supreme Court in the case of Appeal (Civil) 6446 of 1998 State of Punjab vs Dr. R.N. Bhatnagar and Anr pertaining to an appeal as to how the quota and rota for recruitment of Professor in a Medical College is to be operated is hereby reproduced as shown below:

"It has, therefore, to be appreciated that when posts in a cadre are to be filled in from two sources whether the candidate comes from the source of departmental promotees or by way of direct recruitment once, both of them enter a common cadre, their birth marks disappear and they get completely integrated in the common cadre. This would be in consonance with the thrust of Article 16(1) of the Constitution of India. No question of exception to the said general thrust of the Constitutional provision would survive as Article 16 (4) would be out of picture in such a case. Consequently the



decision rendered by the Constitution Bench in R.K. Sabharwal's case in connection with Article 16(4) and the operation of roster {i.e. posts based roster} for achieving the reservation of posts for SCs, STs and BCs as per the scheme of reservation cannot be pressed in service for the present scheme of Rule 9(i) [rule 9(i) of the Punjab Medical College Education Service (Class-I) Rules, 1978 prescribed the method of recruitment to the post of Professor as 75 percent posts by promotion and 25 percent posts by direct recruitment] is not as per Article 16(4) but is governed by the general sweep of Article 16(1). The attempt of learned counsel for the respondent to treat a quota rule as reservation rule would result in requiring the State authorities to continue the birth-marks of direct recruits and promotees even after they enter the common cadre through two separate entry points regulating their induction to the cadre. Therefore, the roster for 3 promotees and one direct recruit is to be continued every time a vacancy arises and there is no question of filling up a vacancy arising out of a retirement of a direct recruit by a direct recruit or on the retirement vacancy of a promotee by a promotee. Consequently, the question of rotating the vacancies as posts or for treating the posts mentioned in the rules of recruitment as necessarily referable to total posts in the cadre at a given point of time in the light of R.K. Sabharwal's judgment, therefore, cannot survive for in the case of a quota rule between direct recruits and promotees, the same is to be judged on the touchstone of Article 16(1) and the statutory rules governing the recruitment to the posts of Professor constituting the Punjab Medical Education Service (Class-I) and not on the basis of Article 16(4)"

4. The Supreme Court in the above case further held that "...the quota rule would apply to the vacancies and recruitment has to be made keeping in view the vacancies available to the two sources according to the quota....The quota of percentage of departmental promotees and direct recruits has to be worked out on the basis of the roster points taking into consideration vacancies that fall due at a given point of time..... Whenever in the cadre of Professors of Ophthalmology vacancies arise for being filled in at any given point of time, those vacancies in the posts have to be filled in by operating the roster in such a way that available vacancies get filled up by allotting 75% of them to departmental promotees and 25% to direct recruits". The Supreme Court, thus, effectively held that the decision rendered in the case of R.K. Sabharwal vs. State of Punjab in connection with article 16(4) of the Constitution (i.e. pertaining to reservation of appointments or posts in favour of any backward class of citizens) and the operation of the roster for achieving the reservation of posts for Scheduled Castes, Scheduled Tribes and Backward Classes as per the scheme of reservation cannot be pressed into service for the scheme of the method of recruitment as prescribed in the respective recruitment rules.

5. Further, the Supreme Court referred the above-mentioned case in its judgement dated 22.2.1999 in All India Federation of Central Excise vs The Union of India & Others[IA Nos. 4, 6-8 in Writ Petition (C) No. 306 of 1988 with Writ Petition (C) No. 651 of 1998], and reiterated the above-mentioned decision.

6. The Gauhati High Court in the case of WP(C) No. 225 of 2016 Lalthangkimi & 106 Ors vs State of Mizoram & 4 Ors on maintenance of post-based

roster while calculating the share of posts between different methods of recruitment for recruitment of Health Supervisor also ruled as follows:

"It is settled that in the Rules of 2011, the word 'post' is given, but the difficulty is whether to read it as the total strength of the cadre or the vacancies that arise from time to time. Rules have to be read to give meaning and purpose to the extension of the legislature. In this case, it is an admitted fact that the posts of Health Supervisor were filled up as per the Rules, i.e. Rules of 1987 and the amended Rules of 2006. In both the Rules, it is provided that the post of Health Supervisor is to be filled up, 100% through promotion. Now with the coming of the new Rules {which prescribed 75% by promotion and 25% by limited departmental examination}, if the percentage of posts to be filled up has to be counted against the total sanctioned posts, it would be quite unreasonable because of 2 reasons:

- i) the first reason being that persons who are eligible in future for promotion would be deprived of the chance of being promoted to the post of Health Supervisor.
- ii) because it would mean giving retrospective effect to a law.

Generally, laws are to be given prospective effect unless it is specifically mentioned in the Rule or Act itself. Therefore, the word 'post' has to be understood or read as 'vacancy' that arises from time to time".

7. Further, the ruling of the Gauhati High Court in the case of WP(C) No. 51 of 2018 Rotluangi Chawngthu & Anr vs State of Mizoram & Ors on the application of post-based roster for filling up of vacancies in the post of Principal, Government Higher Secondary School is reproduced below for which the recruitment rules of 2017 prescribed 50% by promotion and another 50% by limited departmental examination:

"Further, this Court does not find any force in the submission made by the respondents' counsel that post-based roster would have to be applied in the present case and for that to happen, the post will have to be filled up through LDE. The question of applying roster-based reservation, as held by the Apex Court in R.K. Sabharwal and Others is with regard to the issue of reservation, to provide adequate representation to Schedule Caste/Tribes and Other Backward Classes in services. The roster-based reservation was one of the mechanisms provided to achieve that end. Roster based reservation indicates the reserve points in respect of posts in a particular cadre, wherein the reserve points are to be filled up from that particular reserved category and candidates belonging to the general category are not entitled to be considered for the reserved posts. It is in that context that the roster points reservation mechanism has been dealt with by the Apex Court in R.K. Sabharwal and Others. The above case is not applicable to the case in hand, as there are no reserved posts for reserved categories..... The quota-rota rules can be applied only on the coming into force of the 2017 Rules. Thus, the decision of the State respondents to fill up the 2 (two) vacant posts of Principals only by way of LDE as per the 2017 Rules, as reflected in the "Question and Answer No. 6" of the letter dated 25.04.2018, issued by the SPIO and



the Under Secretary to the Government of Mizoram, School Education Department is unsustainable and the decision taken by the State respondents in that regard is set aside.... In view of the above reasons, this Court directs the respondents to fill up one vacant post, out of the 2 (two) vacant posts of Principal of Government HSS, by way of promotion and the other remaining one post by way of LDE."

8. In view of the judicial pronouncements stated above and in supersession of notification No.A.32012/1/2003-P&AR(GSW) dated 07.01.2020, even no. dated 20.03.2020 and even no. dated 31.08.2020 which prescribed maintenance of vacancy-based roster with its further instructions, the State Government hereby ordered as follows:

(a) Vacancy-based rosters shall be maintained for filling up vacancies in case different methods of recruitment are prescribed in the service rules/recruitment rules. Vacancy-based roster ensures the preparation of roster points based on the cyclical rotation of vacancies between different methods of recruitment which in turn is based on the quota prescribed by the service rules/ recruitment rules between different methods of recruitment.

Hence, the process for making a roster is to multiply each vacancy by the prescribed quota of percentage(s) of the methods of recruitment. The roster point shall start with the method of recruitment having the highest quota of a percentage of a post.

(b) The point at which multiple for other methods of recruitment reach a whole number or immediately overstep a whole number will be the first roster point for that particular method next to the highest quota of percentage and so on, depending upon the percentage of quota for that method.

(c) When the multiples of each of the methods of recruitment attain a whole number(s) simultaneously on the first occasion against a post, the cycle of the roster point for a particular post will be achieved. The roster points define the number of roster points in a roster cycle i.e No. of vacancies required to complete one cycle of recruitment for each method of recruitment as per the prescribed quota provided in the service rules/ recruitment rules. The whole number corresponding to each method of recruitment in a particular roster point, when one cycle is completed, will be the number of roster points/vacancies applicable to the respective methods of recruitment in a roster cycle. This cycle should always be maintained irrespective of the total number of posts sanctioned for a particular post.

(d) The roster for one complete cycle for a post should first be worked out for each post and the pre-determined quota for different methods of recruitment once established will remain the same unless and until the quota for each method of recruitment provided in the relevant service rules/recruitment rules is amended.

(e) When a new quota for different methods of recruitment is prescribed over the course of time, the new provision of each quota will be effective from the date of issue of the same in the Official Gazette. However, those vacancies against which



recommendation/selection for filling up have already been finalised by respective recruiting agency but not yet filled in will not be invalidated.

The fresh roster cycle will be worked out as per the newly prescribed quota and the vacancy (ies) will be fit into the new roster. The quota for unforeseen vacancies, if occurred will be fixed as per the existing quota prescribed by the relevant rules on the date of its occurrence.

(f) In case when the service rules/recruitment rules prescribe two methods of recruitment of which both the quota are equally divided (e.g. 50%/50%). The starting point for this particular post will be "Promotion" in all cases irrespective of the number of total sanctioned posts. (Illustration No.3).

In case "Promotion" is no longer provided when the existing Service Rules/Recruitment Rules is repealed or amended, the starting point for this particular post will be "Limited Departmental Examination" (LDE).

(g) In case when the service rules/ recruitment rules provide a separate quota of percentage within one method of recruitment i.e Promotion for a specific post (more than one feeder post/grade), a sub-roster on the basis of the quota of percentage assigned to each feeder post would likewise operate out of the main roster points earmarked for that particular method of recruitment.

Illustration: Table at Illustration No 1 shows that there are 12 posts identified for the Promotion quota in one cycle. The separate percentage for two or more feeder posts/grades within this method should be worked out from the total number of 12 (twelve) posts identified for Promotion quotas as per Illustration No. 2 (a).

Illustration No. 1: A post having 3 (three) different methods of recruitment.

- a. Promotion (P) = 60 %.
- b. Direct (D) = 25 %
- c. Limited Departmental Examination (LDE) = 15%.

Serial No of Vacancy	Promotion (P) (60% x Col.1)	Direct (D) (25% x Col. 1)	LDE (15% x Col.1)	Roster point
1	2	3	4	5
1	0.6	0.25	0.15	P ₁
2	1.2	0.50	0.30	P ₂
3	1.8	0.75	0.45	P ₃
4	2.4	1	0.60	D ₁

5	3	1.25	0.75	P ₄
6	3.6	1.50	0.90	P ₅
7	4.2	1.75	1.05	LDE ₁
8	4.8	2	1.20	D ₂
9	5.4	2.25	1.35	P ₆
10	6	2.50	1.50	P ₇
11	6.6	2.75	1.65	P ₈
12	7.2	3	1.80	D ₃
13	7.8	3.25	1.95	P ₉
14	8.4	3.50	2.10	LDE ₂
15	9	3.75	2.25	P ₁₀
16	9.6	4	2.40	D ₄
17	10.2	4.25	2.55	P ₁₁
18	10.8	4.50	2.70	P ₁₂
19	11.4	4.75	2.85	LDE ₃
20	12	5	3	D ₅

Note : In case of the above illustration, when multiple (more than two) methods of recruitment is prescribed by the service rules/recruitment rules, "squeezing" may be done to attain the number of vacancies applicable to them in the roster cycle for those methods of recruitment, having quota other than the highest percentage prescribed. Vacancy No. 20 in the above table showed as both Promotion (P) and Direct (D) are entitled to fill this particular vacancy, however, since, the roster point has gone to Limited Departmental Examination (LDE) at Vacancy No. 19, the vacancy No. 20 should be identified by way of squeezing for Direct method.



Illustration No 2 (a): A post having 2 (two) different methods of recruitment.

- a. Direct (D) = 92%
b. Promotion (P) = 8%

Serial No of Vacancy	Direct (D) (92% x Col.1)	Promotion (P) (8% x Col. 1)	Roster Point
1	2	3	5
1	0.92	0.08	D ₁
2	1.84	0.16	D ₂
3	2.76	0.24	D ₃
4	3.68	0.32	D ₄
5	4.60	0.40	D ₅
6	5.52	0.48	D ₆
7	6.44	0.56	D ₇
8	7.36	0.64	D ₈
9	8.28	0.72	D ₉
10	9.20	0.80	D ₁₀
11	10.12	0.88	D ₁₁
12	11.04	0.96	D ₁₂
13	11.96	1.04	P ₁
14	12.88	1.12	D ₁₃
15	13.80	1.20	D ₁₄
16	14.72	1.28	D ₁₅
17	15.64	1.36	D ₁₆
18	16.65	1.44	D ₁₇
19	17.48	1.52	D ₁₈
20	18.40	1.60	D ₁₉
21	19.32	1.68	D ₂₀

22	20.24	1.76	D ₂₁
23	21.16	1.84	D ₂₂
24	22.08	1.92	D ₂₃
25	23	2	P ₂

Illustration No 2(b): (a) Direct (D) = 60%

(b) Promotion (P) = 40%

Serial No of Vacancy	Direct (D) (60% x Col.1)	Promotion (P) (40% x Col. 1)	Roster Point
1	2	3	5
1	0.60	0.40	D ₁
2	1.20	0.80	D ₂
3	1.80	1.20	P ₁
4	2.40	1.60	D ₃
5	3.00	2.00	P ₂

Illustration No. 3 : (a) Promotion = 50%.

(b) Direct = 50%.

Serial No of Vacancy	Promotion (P) (50% x Col.1)	Direct (D) (50% x Col. 1)	Roster Point
1	2	3	5
1	0.50	0.50	P ₁
2	1.00	1.00	D ₁
3	1.50	1.50	P ₂
4	2.00	2.00	D ₂

9. When recruitment is made vacancy based, it is possible that at any given point of time, the share of direct recruitment may increase and the share of promotion may correspondingly decrease or vice versa. In such cases, the cadre strength for direct recruitment and cadre strength for promotion would change from year to year. The term 'cadre strength' in this context implies the number of posts required to be filled up by a particular method of recruitment in terms of the applicable recruitment rules.

10. The quota prescribed for persons with benchmarked disabilities shall be calculated regarding the vacancies falling under the direct recruitment quota as prescribed in paragraph 2 of OM No. A.12027/1/2011-P&AR(GSW) dt. 18.02.2019 since the reservation for persons with benchmarked disabilities is vacancy based as per sub-section (1) of section 34 of the Rights of Persons with Disabilities Act, 2016. Thus, vacancies have to be worked out on the basis of a vacancy-based roster.

11. The quota prescribed for meritorious sportspersons shall also be calculated regarding the vacancies falling under the direct recruitment quota in the respective recruitment rules as prescribed in paragraph 3 of OM No. A.12032/1/2019-P&AR(GSW) dt. 14.11.2019. Thus, vacancies have to be worked out on the basis of a vacancy-based roster.

12. The quota prescribed for ex-servicemen shall also be calculated regarding the vacancies falling under the direct recruitment quota in the respective recruitment rules as prescribed in rule 4 of the Mizoram Ex-servicemen (Re-employment in Civil Posts) Rules, 2019. Thus, vacancies have to be worked out on the basis of a vacancy-based roster.

13. Regularisation of work-charged employees falls under direct recruitment quota as prescribed in the respective recruitment rules in line with the provisions in the Government of Mizoram Regularisation of Work-charged Employees (in Public Works Department, Public Health Engineering Department, Power and Electricity Department and other Establishments) Scheme, 2000 and thus, for the purpose of regularisation, the quota should be calculated from the vacancies falling under direct recruitment quota of one completed cycle on the basis of a vacancy based roster.

14. Regularisation of Provisional-employees falls under 35% of the direct recruitment quota as per the provisions in paragraph 3 of the Government of Mizoram Regularisation of Provisional Employees Scheme, 2020 and thus, for the purpose of regularisation, the quota should be calculated from the vacancies falling under direct recruitment quota of one completed cycle on the basis of a vacancy-based roster

15. Regularisation of Contract employees falls under 20% of the sanctioned posts in direct recruitment quota as per the provisions in paragraph 4(2) of the Government of Mizoram Regularisation of Contract Employees Scheme, 2008 as amended and thus, for the purpose of regularisation, the quota should be calculated from the vacancies falling under direct recruitment quota of one completed cycle on the basis of a vacancy-based roster



16. Notwithstanding anything in paragraph 13, 14 and 15 above, regularisation of Work-charged, Contract and Provisional employees who are otherwise eligible and falls within the reservation quota for regularisation as per the respective regularisation schemes for the vacancy year 2019-20 and before with calculations based on the erstwhile post-based roster shall continue to be considered for regularisation based on the post-based roster. However, regularisation of Work-charged, Contract and Provisional employees for vacancies falling under direct recruitment quota for the vacancy year 2020-21 and afterward shall be calculated on the basis of the vacancy-based roster for every vacancy year.

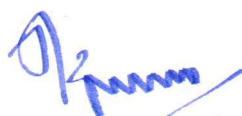
17. Cases of approvals for filling up of vacancies by any of the methods of recruitment accorded by the Government in DP&AR (ARW) and/or Finance (E) Department, wherever necessary, prior to issue of this Office Memorandum with calculations on the basis of the post-based roster or otherwise shall not be invalidated and vacancies shall be filled up accordingly.

18. Vacancies left unfilled prior to 07.01.2020 including vacancies that fall vacant in previous vacancy years with calculations on the basis of post-based roster shall continue to belong to such method of recruitment as assigned to such vacant post(s) on the basis of post-based roster in such vacancy year in case there are more than one methods of recruitment to a post/grade as per the relevant recruitment rules".

Illustration: For instance, for vacancies falling under direct recruitment quota and limited departmental examination quota for the vacancy year 2018-19 with calculations on the basis of post-based roster and which remain unfilled as of 07.01.2020 shall continue to belong to the roster point for direct recruitment and limited departmental examination respectively in such vacancy year and the vacancies shall be filled up accordingly.

19. The term "post based roster" appearing in the following OM's so far as it relates to the calculation of vacancies between different methods of recruitment shall be read or understood as "vacancy based roster" and hence, vacancy based rosters shall instead be included in agenda papers for promotion, regularisation, limited departmental examination, etc. for consideration of the respective Departmental Promotion Committees in respect of vacancies falling after the implementation of vacancy based roster with effect from 07.01.2020.

- i) OM on "Comprehensive instructions on the procedure to be followed by Departmental Promotion Committee in matters relating to promotion and issues connected thereto" issued vide No. NoA.32012/1/2011-P&AR(GSW) dt. 28.02.2019.
- ii) OM on "Comprehensive instructions on the procedure to be followed by Departmental Promotion Committee in matters relating to regularisation and issues connected thereto" issued vide No.A.12032/2/2019-P&AR(GSW) dt. 14.06.2019



- iii) OM on "Comprehensive instructions on the procedure to be followed by Departmental Promotion Committee in matters relating to the conduct of limited departmental examination and issues connected thereto" issued vide No. A-34011/1/2019-P&AR(GSW) dt. 19.07.2019
- iv) Any other government instrument in the form of an Office Memorandum, Orders, Circulars, etc. wherein the term "post based roster" appears so far as it relates to the calculation of vacancies between different methods of recruitment.

20. A Vacancy/Recruitment Register should be maintained for each post separately to determine the number of vacancies to be filled during a particular vacancy year under each recruitment method giving a running account of the vacancies arising and being filled from year to year. A prescribed format is enclosed as per Annexure for ready reference.

21. Maintenance of roster as stated above shall be computed from the vacancy (ies) which fell vacant on and after 07.01.2020.

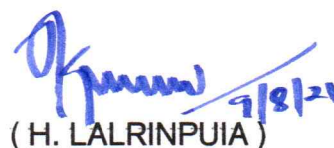
Sd/- K.LALTHAWMMAWIA
Secretary to the Govt. of Mizoram.

Memo No. A.12018/50/2019-P&AR (GSW)

: Aizawl, the 9th Aug, 2021

Copy to:-

1. Secretary to Governor.
2. Additional Chief Secretary to Chief Mizoram, Mizoram.
3. PS to Deputy Chief Minister, Mizoram.
4. PS to Speaker/Ministers/Deputy Speaker/Ministers of State.
5. Sr. PPS to Chief Secretary, Mizoram.
6. PS to all Principal Secretaries, Commissioners, Secretaries & Special Secretaries, Government of Mizoram.
7. All Administrative Departments.
8. Secretary, MPSC/SEC/MIC/AMC.
9. All Heads of Department.
10. All Deputy Commissioners, Mizoram.
11. All wings of DP&AR.
12. Website Manager, DP&AR for uploading in the website.
13. Guard File.


(H. LALRINPUIA)

Under Secretary to the Govt. of Mizoram.

ROSTER REGISTER

1. Name of Department : _____
2. Name of Post : _____
3. Number of post in the cadre/grade : _____
4. Method of recruitment prescribed in the service rules/recruitment rules:
 - a. Promotion (P) : _____ %
 - b. Direct (D) : _____ %
 - c. Limited Departmental Examination (LDE) : _____ %

Year of Vacancy	Sl. No	Roster Point	Reservation of quota under Direct	Name of Official	Date of appointment	Authorised signatory	Remarks

Note :

1. Initial preparation of the register: The name of all the officers presently holding a post on or after 07.01.2020 should be entered initially in order of the date of appointment against the correct method of recruitment to which the employee was appointed.
2. Column 1: Year of vacancy of a post as and when it fell vacant.
3. Column 2: This should be serially numbered to identify the number of posts in one cycle.
4. Column 3: Roster point is a vacancy to be filled in, it has to be started from 1(one) till one cycle is completed. The identified method of recruitment as per the quota prescribed for a post as given in the Column 5 of the Tables at Illustrations.



5. Column 4: "Direct" quota is further to be identified its particular reservation within the bracket. In the case of other method(s) of recruitment in the corresponding column-2. this column need not be filled in/to be left blank.

Example :

- (a) Direct quota meant for PwD has to be entered as "Direct (PwD)".
- (b) Direct quota for general has to be entered as "Direct (G)".
- (c) Direct quota for Ex-servicemen has to be entered as " Direct (Ex-S).
- (d) Direct quota for Meritorious Sports Person has to be entered as "Direct (MSP)" and so on.

6. Column 5: Name of official appointed against the identified quota at Column 2.
7. Column 6 : Date of appointment/joining for the official. In case of direct date of joining to be entered and in case of Promotion date of notification to be entered.
8. Column 7 : Dated initial/signature of Authorised signatory.
9. Separate register should be maintained for appointments made for each post/cadre.
10. Immediately after an appointment is made, particulars of the officer shall be entered in the appropriate columns and duly signed by the authorised signatory for the purpose.
11. The register should be maintained in the form of a running account until and unless one cycle is completed. e.g A particular post is having 20 points to complete one cycle and even if recruitment in a particular vacancy year ended at point no 6 in the roster cycle, recruitment in the following vacancy year shall begin from point no. 7 till Roster point 20 is reached/completed, except;
In the case of a post in which methods of recruitment are divided into 50/50 percent, the roster register need not be separately maintained for every cycle but can be maintained continuously by making specific markings between every vacancy year.
12. For any subsequent recruitment(s), a fresh cycle of roster points shall be started immediately after filling up all roster points in a particular one cycle roster.
13. Backlog vacancies for a particular year of vacancy(ies) should be clearly marked in the register immediately when a new vacancy year started.
14. The Head of Department/Head of Office as the case may be shall have to 'countersign" at the bottom of each page with his full name and official seal.



**GOVERNMENT OF MIZORAM
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(ADMINISTRATIVE REFORMS WING)**

Aizawl, the 27th September, 2021

CIRCULAR

Subject: Maintenance of roster chungchanga inkaihhruaina.

No.A.12018/1/2021-P&AR (ARW): DP&AR(GSW)-in Office Memorandum No.A.12018/50/2019-P&AR(GSW) dt.9.8.2021 hmanga Maintenance of Roster chungchang an chhuah hi awlsam zawka kan hriat thiam theih nan leh rualkhai taka roster register te kan siam a, proposal te kan siam thiam theihna tur atan a hnuaia inkaihhruaina hi siam a ni.

1. Roster maintain dan tur hi OM No.A.12018/50/2019-P&AR(GSW) dt.9.8.2021 in a sawi angin, method of recruitment 2 emaw, a aia tam emaw awm chinah chauh quota identify-na tur a ni a. 100% direct emaw 100% promotion emawah chuan roster register hi maintain a ngai lo. Amaherawhchu, 100% promotion chhungah hian note (quotas within quota) nei (eg. 100% promotion hi 70% Graduate leh 30% Non-Graduate tan quota then hran) a awm a nih erawh chuan chutianga quota insem tan chuan roster register hi maintain ve tho tur a ni.
2. Para 18 of OM dt.9.8.2021 in a sawi angin dt.7.1.2020 hma lama post ruak fill up loh zawng zawng chu post based roster calculation hman chhunzawm zel tur a ni a. Chutiang post ruak chu fill up dawn chuan roster atan post based roster hman chhunzawm zel tur a ni. Dt.7.1.2020 hnu lama vacancy nen chawh pawlh loh tur a ni a, a hrang hlakin fel taka chhinchhiah tur a ni. Date of appointment ni lovin date of occurrence of vacancies azirin post based (dt.7.1.2020 hma lam) leh vacancy based (dt.7.1.2020 leh a hnu lam)-ah thliar hran hlawk mai tur a ni.
3. Roster Register hi Department tinin register bu-ah emaw anmahni remchan ang zelin mumal taka vawn tur a ni a. DP&AR(ARW)-ah post ruak hnawh khah dilna theh luh rualin vacancy dinhmun tichiang turin roster register photocopy (certified) emaw phek hranah emaw siamin countersign hnuaah an theh lut tel thin tur a ni. DP&AR(ARW)-a theh luh tur bikah chuan authorised signatory column hi signature an pek loh pawhin a pawh hran lo; a hnuaiah HoD/HoO countersign a nih chuan a pawm theih vek.
4. (a) Dt.7.1.2020 leh a hnulam vacancies zawng zawng hmaih nei hauh lovin Roster Register-a remarks column-ah chiang taka ziah lan emaw, a hnuaia table 1 ang emaw hian a hranin list buatsaih tur a ni. Vacancy hmasa apiang dah hmasain vacancy awm dan indawta rem tur a ni. Post ruah chhan (pension, promotion, etc) leh a ruah ni, thla leh kum chiang taka tar lan tur a ni.

Table 1

List of vacancy

Name of post: UDC

Sl No	Reason(s) of vacancy	Date of occurrence of vacancy	Vacancy year	Remark
1	Due to promotion of Pu Lala	20.03.2020	2019-2020	
2	Due to demise of Thluaii	05.05.2020	2020-2021	
3	Superannuation pension of Liana	31.07.2020	2020-2021	
4	Due to promotion of Pu Thanga	30.4.2021	2021-2022	
5	Due to promotion of Pu Khama	02.06.2021	2021-2022	
Total no. of vacancies = 5				

Table hnuaiah hian appropriate authority in a countersign ang. He list of vacancy hi reason of vacancy nen post ruak hnawh khah dilna DP&AR(ARW)-a theh luh hunah mamawh thin a nih avangin Roster Register nen chilh kawp mai tur a ni.

- (b) Reason of vacancy atan hian supporting document submit tel ngei tur a ni. Kum 1 leh tlem liam ta vacancies bak en let a ngaih loh avangin thil hautak lutuk niin a lang lo.
- (c) List of vacancy hi uluk leh fimkhur taka buatsaih tur a ni a. Hmaih palh a awm chuan tuten emaw (a bikin promotion leh LDE)-ten an chanvo an hmu lo thei tih hriat a tha. Tin, litigation a awm phah thei bawk a ni.

5. Tun dinhmunah chuan dt.7.1.2020 hnu lam vacancies hi vacancy year pathum: 2019-2020 (7.1.2020 to 31.3.2020), 2020-2021 (1.4.2020-31.3.2021) leh 2021-2022 (1.4.2021-31.3.2022 clear + anticipated)-ah then hran tur a ni. Table 1-a list of vacancy kan neih atang hian roster register lo siam dawn ta i la. Vacancy dinhmun chu 2019-2020-ah vacancy pakhat, 2020-2021-ah vacancy pahnih leh 2021-2022-ah vacancy pahnih a ni a. Method of recruitment hi promotion 60% leh direct 40% lo ni ta se; roster point kan establish chu P₁, P₂, D₁, P₃, D₂ a lo ni ang. Tichuan, Roster Register chu a hnuaia Table 2 ang hian a awm ang:

ROSTER REGISTER

- Name of Department: Home (Police) Department.
- Name of post: Sub-Inspector of Police.
- Number of post: 70
- Method of recruitment prescribed in the service/recruitment rules:
 - Promotion (P): 60%
 - Direct (D): 40%

Table 2

Year of vacancy	Sl no	Cycle no	Roster point	Reservation of quota under direct recruitment	Name of official	Date of appointment	Authorised signatory	Remarks
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>
2019-2020	1	1	P ₁					
2020-2021	2	1	P ₂					
	3	1	D ₁	PwD ₁				
2021-2022	4	1	P ₃					
	5	1	D ₂					

Countersigned by HoD/HoO

- (a) Maintenance of Roster OM dt.9.8.2021-a format-ah chuan cycle number column hi tar lan a ni lo. Amaherawhchu, tih tel ngei hi tula a lan avangin belh a ni. Hemi chungchang bakah hian serial number of vacancy leh roster points tlar dan chungchang hi chipchiar zawkin a hnuaia Point 8(a), (b), (c) & (d)-ah sawi fiahna tar lan a ni.
- (b) A chung vacancies 5 hi fill up loh vek a nih chuan remarks column-ah vacant tih mai tur a ni.
- (c) Persons with Benchmark Disabilities (PwD) tana reservation siam chungchang hi O.M. No.A-12027/1/2011-P&AR(GSW) dt.18.2.2019-ah chiang taka tar lan a ni a. Chumi ang chuan direct quota hmasa ber (D₁) emaw a dang remchang he OM-in a sawi ang hian ruahmansak mai tur a ni ang.
- (d) Post ruak thenkhat, entir nan, promotion quota (P₁ leh P₂) hi fill up tawh a nih chuan a luahtu hming leh appointment pek ni, a hnuaia Table 3 ang hian ziah tur a ni:

Table 3

Year of vacancy	Sl no	Cycle no	Roster point	Reservation of quota under direct recruitment	Name of official	Date of appointment	Authorised signatory	Remarks
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>
2019-2020	1	1	P ₁		Hminga	27.3.2020	<i>signed</i>	filled
2020-2021	2	1	P ₂		Hranga	10.5.2020	<i>signed</i>	filled
	3	1	D ₁	PwD ₁				vacant
2021-2022	4	1	P ₃					vacant
	5	1	D ₂					vacant

Countersigned by HoD/HoO

- (e) Post thenkhat chu dt.7.1.2020 hnu lama fill up pawh ni se, dt.7.1.2020 hma lama post ruak against (post based roster)-a fill up a nih chuan column 6 & 7 of Table 3-ah hian ziah lan ve a ngai lo. Hei hi Table 1 lama sawi lan tawh reason of vacancy, date of occurrence of vacancy chiang taka tar lan bakah supporting document submit tel a tul chhan pawh a ni.
- (f) Post thenkhatah chuan dt.7.1.2020 leh a hnu lamah vacancy a awm lo thei a. Chutiang a nih chuan vacancy a awm loh thu remarks column-ah emaw table hnuaiah note siamin tar lan mai tur a ni. Roster point erawh one complete cycle tal tar lan ve hrim hrim ni se, a hnuaia table 4 ang hian:

Table 4

Year of vacancy	Sl no	Cycle no	Roster point	Reservation of quota under direct recruitment	Name of official	Date of appointment	Authorised signatory	Remarks
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>
2019-2020			P ₁					Not vacant
2020-2021			P ₂					Not vacant
2021-2022			D ₁					Not vacant
			P ₃					
			D ₂					

Countersigned by HoD/HoO

- (g) Maintenance of roster hi OM dt.9.8.2021 anga kalpui a nih hian Roster register-ah sanctioned post tar lan ni mah se, sanctioned post hian method of recruitment hrang hrangte chanvo insem danah eng mah tangkaina a nei hnan lo va, role play pawh a nei hek lo. Roster

point/cycle anga rotate-in, vacancy lo awm apiang chu promotion, LDE leh direct chanpualah a tla ringawt tih hriat tur a ni.

6. Maintenance of Roster OM dt.9.8.2021 pherk 12-na Note 1-ah hian “the name of all the officers presently holding a post on or after 7.1.2020...” tih kan hmu a. Hei hian dt.7.1.2020 hma daih atanga dt.7.1.2020 thlenga post la chelh mekte a huam anga ngaih tur a ni lo va, 7.1.2020 chin hnu lam chauh a huam a ni. Chuvangin, “presently holding a post” tih hi “appointed/promoted/regularised to the post” tiin ngaih mai tur a ni e. Tichuan, dt.7.1.2020 hnu lama vacancy against-a lakte chauh roster register-ah khian dah luh tur a ni.
7. Para 8(e)-ah chuan eng post atan pawh Service/recruitment rules siam that a nih a, quota for different method of recruitment a inthlak/tihdanglam a nih chuan service/recruitment rules chu Official Gazette-a an chhuah ni atang chiahin roster thar siam tur a ni, tih kan hmu a. Amaherawhchu, quota inthlak hmaa post ruak fill up tura hma lakna kalpui tawh, recruiting agency (MPSC/MSSSB etc) ten recommendation/selection an lo tihfel tawh chu tihdanglam loh tur a ni.

Entirna:

Assistant Grade-ah chuan method of recruitment hi 50% Promotion, 30% Direct leh 20% LDE a ni a. Dt.7.1.2020 leh a hnuah post 10 lo ruak ta se. Vacancy years 2019-2020-ah post 2, 2020-2021-ah post 3 leh 2021-2022 vacancy year-ah post 5 lo ruak ta se, vacancy year hrang hranga post ruak chu sl.no indawta tar langin (in order of the dates of occurrence of vacancy), a hnuah table 5 ang hian roster point kan tlar ang. Chung post ruak zinga mi chu hnawh khah tawh a awm pawhin column 6 & 7-ah a hnawh khattute leh an appointment date kan dah ang.

Table 5

Year of vacancy	Sl no	Cycle no	Roster point	Reservation of quota under direct recruitment	Name of official	Date of appointment	Authorised signatory	Remarks
1	2	3	4	5	6	7	8	9
2019-2020	1	1	P ₁		Liana	1.2.2020		Filled
	2	1	P ₂		Thanga	1.2.2020		Filled
2020-2021	3	1	P ₃		Zovi	1.10.2020		Filled
	4	1	D ₁	PwD ₁				Vacant
	5	1	LDE ₁		Khumi	2.12.2020		under processed
2021-2022	6	1	P ₄					Vacant
	7	1	D ₂					Vacant
	8	1	P ₅					Vacant
	9	1	LDE ₂					Vacant
	10	1	D ₃					Vacant

Countersigned by HoD/HoO

Table 5-a vacancy sl. no 5, LDE₁ hi date of occurrence of vacancy chu 15.10.2020 lo ni ta se, vacancy sl.no 6, P₄ hi date of occurrence of vacancy chu 7.6.2021 lo ni baw se. Assistant Grade RR chu amend niin Promotion 50%, direct 40% leh LDE 10% tiin tihdanglam a nih thu Official Gazette-ah dt.5.6.2021-ah chhuah lo ni ta se la:

- (a) Vacancy operate meka sl. no 5-na thleng hi chu RR thar awm hma a nih avangin RR hlui mil

khan rem tur a ni i.e. P₁, P₂, P₃, D₁, LDE₁; mahse, vacancy sl no 6 atang hi chuan RR thar chhuah hnu (dt.5.6.2021 hnu) atangin roster points thar – P₁, P₂, D₁, P₃, D₂, P₄, P₅, D₃, LDE₁, D₄ hmangin thlak nghal tur a ni. RR thar angin he roster points tharah hian dt.5.6.2021 leh a hnu a vacancies chu a hnuaia Table 6 ang hian va siam rem mai tur a ni.

Table 6

Year of vacancy	Sl no	Cycle no	Roster point	Reservation of quota under direct recruitment	Name of official	Date of appointment	Authorised signatory	Remarks
1	2	3	4	5	6	7	8	9
2019-2020	1	1	P ₁		Liana	1.2.2020		Filled
	2	1	P ₂		Thanga	1.2.2020		Filled
2020-2021	3	1	P ₃		Zovi	1.10.2020		Filled
	4	1	D ₁	PwD ₁				Vacant
	5	1	LDE ₁		Khumi	2.12.2020		under processed
2021-2022	6	1	P ₁					Vacant
	7	1	P ₂					Vacant
	8	1	D ₁					Vacant
	9	1	P ₃					Vacant
	10	1	D ₂					Vacant
		1	P ₄					
		1	P ₅					
		1	D ₃					
		1	P ₅					
		1	LDE ₁					
		1	D ₄					

Countersigned by HoD/HoO

Roster point D₄ thleng dah a nih chhan chu fresh roster points for one complete cycle khi a rawn inrem kim chiah dawn vang a ni.

(b) Table 6-a vacancy sl. no 1 – 5 khi vacant vek pawh ni se, RR thar Official Gazette chhuah hmaa RR hlui anga quota insem (RR hlui hman laia vacancy awm/lo piang) a nih angin promotion-3, direct-1 leh LDE-1 niin, roster points ang khian chanpual an insem tho ang.

8. Para 8(e)-ah tho hian unforeseen vacancies chungchang kan hmu a. Unforeseen vacancy chu thihna, voluntary pension, post create thar, etc vangin a awm thei a. Chutianga hriat lawk ni lem lo vacancy a lo awm thut chuan a awm ni (date of occurrence of vacancy)-ah khan roster point-ah va zeh luh tur a ni.

Entir nan: Table 5-ah khian vacancy sl. no 5, LDE₁ hi date of occurrence of vacancy chu 30.11.2020 niin vacancy sl.no 6, P₄ hi date of occurrence of vacancy chu 7.6.2021 lo ni bawk se. A inkarah dt.30.4.2021-ah unforeseen vacancies 2 lo awm belh ta se, 2021-2022 vacancy year-ah hian vacancies 5 awm bakah a dang 2 a rawn awm belh tihna a ni. Vacancies thar 2 lo awm hian P₄ leh D₂ tana vacancies lo ruat tawh vacancy sl no 6 & 7 hi nawr tawh thlain a luahlan ang a. Roster points tibuai chuang lovin a inrem dan pangngai thovin vacancy sl no 11 & 12 lo piangah chuan roster points for the next cycle a rawn intan leh ang. A awmzia dik tak chu unforeseen vacancies 2 lo awm belh ta hi a tirah awm ni ta se, a vaiin dt.7.1.2020 – 31.3.2022 thlengin vacancies 12 a awm tihna a ni ang. Chutianga vacancies 12 against a roster points kan rem thlak dan tur tho chuan kan rem tihna mai a ni. Hemi chungchang hi a hnuaia Table 7-ah en ni se:

Table 7

Year of vacancy	Sl no	Cycle no	Roster point	Reservation of quota under direct recruitment	Name of official	Date of appointment	Authorised signatory	Remarks
1	2	3	4	5	6	7	8	9
2019-2020	1	1	P ₁		Liana	1.2.2020		Filled
	2	1	P ₂		Thanga	1.2.2020		Filled
2020-2021	3	1	P ₃		Zovi	1.10.2020		Filled
	4	1	D ₁	PwD ₁				Vacant
	5	1	LDE ₁		Khumi	2.12.2020		under processed
2021-2022	6	1	P ₄					Vacant
	7	1	D ₂					Vacant
	8	1	P ₅					Vacant
	9	1	LDE ₂					Vacant
	10	1	D ₃					Vacant
	11	2	P ₆					Vacant
	12	2	P ₇					Vacant

Countersigned by HoD/HoO

- (a) A chung a table-ah hian roster points for one complete cycle chu vacancy sl. no 10-ah a tawp a, a dawt atangin cycle thar a rawn intan leh chiah a, chu chu vacancies sl. nos. 11 & 12 hi niin promotion chanpual ve ve tur a ni leh ta chiah a. Vacancy no 11 & 12 hi one complete cycle zawh hnua cycle thar intan leh a nih avanga P₁, P₂.... ti-a bul tan thar leh tawh chuang lovin cycle one-na a complete chuan next cycle-ah roster points chu P₆, P₇, P₈, D₄, LDE₃, P₉, D₅, P₁₀, LDE₄, D₆ tia chhunzawm zel mai tur a ni. Vacancies a lo awm zel chuan a lehpekah pawh roster points chu P₁₁, P₁₂, P₁₃, D₇, LDE₅, P₁₄, D₈, P₁₅, LDE₆, D₉ kan ti zel mai ang.
- (b) Quota for each method of recruitment azirin cycle khatah hian roster points a intam hleih hle thei a ni. Thenkhatah chuan 3 points roster te, 5 points roster te a awm lain, 20 points roster leh a aia tam pawh a awm thei tho. Chuvangin, cycle khat a complete a, next cycle-ah a hma a mi ang chiah roster point kha P₁ atanga kan tlar thar leh chuan ngaih fin a awlin remchan lohna hrang hrang a awm thei a. Chuvangin, Table 7 a roster points khi P₁, P₂, P₃, D₁, LDE₁, P₄, D₂, P₅, LDE₂, D₃ a zawh chuan P₆, P₇, P₈, D₄, LDE₃, P₉, D₅, P₁₀, LDE₄, D₆ tiin a chhunzawm nghal ang a; chutiang zelin P₁₁, P₁₂, P₁₃, D₇, LDE₅, P₁₄, D₈, P₁₅, LDE₆, D₉ ti-a kal chho zelin, direct quota hian a tlem berah D₁₀₀ a rawn thlen hma chu chhunzawm zel tur a ni. D₁₀₀ thleng a tulna chhan chu PwD quota hi 100 points roster atanga 4% chhut a nih avangin PwD tana reservation siam dawnin khawi hi nge PwD chanpual en/chhutna atan a tul vang a ni.
- (c) Serial number of vacancy pawh hi cycle 1 a complete pawhin next cycle-ah 1, 2, 3.... atanga bul tan tha leh lovin chhunzawm zel tur a ni. Sl. No hi D₁₀₀ a lo awm hma chu vacancy sl no hi 150/200 emaw, a aia tam thleng pawha pek chhunzawm mai tur a ni. D₁₀₀ a lo lanna thleng vacancy sl no pek zawhah erawh a bul atangin sl. No 1, 2, 3... tiin roster points pawh P₁, P₂, P₃, D₁, LDE₁, P₄, D₂, P₅, LDE₂, D₃ bawka tan leh a hma ang tho hian kalpui tur a ni ang.
- (d) A chung a (b) & (c) a sl. no leh D₁₀₀ lo lan thleng tih hi method of recruitment-ah direct recruitment nei tan bik a ni a. Direct quota nei lo, Promotion leh LDE chauh emaw quota

within promotion quota a nih chuan a chungsa sawi ang zat zat khi a ngai kher lo vang. Tin, Direct quota nei zingah pawh PwD dahna tur atana post identify an nih lem loh chuan D₁₀₀ thlenga tih kher khi a thui lutuk dawn chuan a ngai kher lo ang.

9. Service/recruitment rules tam zawkah 'quota for each method of recruitment' hi percentage fel taka tar lan a nih lain, post thenkhatah chuan quota hi laklawh deuh deuh a awm thei, entir nan:

(a) Joint Director, School Education:

Sanctioned post = 2, Promotion from Dy.Director = $66\frac{2}{3}\%$, Promotion from Principal HSS = $33\frac{1}{3}\%$.

Hetianga quota ruatsak an nih chuan 66.66% leh 33.34% anga lakin quota ratio hi 2:1 angin pawm mai tur a ni. 66.66% leh 33.34% ang hian roster kan siam hunah O.M. dt.9.8.2021, Para 8(a), (b) & (c)-a tar lan angin whole number a rawn chhuak thei lo a. Chutih rualin roster point-ah DD₁, DD₂, Prin₁, DD₃, DD₄, Prin₂, ... angin a kal tho avangin (2:1 ratio chiah chiahin a rotate tho avangin) three points roster-ah a chhuak thei dawn a, a felfai thei dawn a ni.

(b) Binder-I post:

Total sanctioned post = 10; Promotion = 7, LDE = 3.

Hetianga hian RR-ah absolute term a quota for each method of recruitment fix a nih chuan in terms of percentage anga express (promotion= 70%, LDE = 30%) a rem lo a. Hetiang post tan hi chuan OM dt.9.8.2021 in a sawi anga maintenance of roster hi a rem ve lo; post based angin kalpui zui zel mai tur a ni.

- (c) Hetianga Service/recruitment rules-ah quota laklawh emaw percentage-a dah ni lo a awm chuan maintenance of roster nen a inmil thei lo va. Chuvangin, Department thuneituten service/recruitment rules-ah quota percentage felfai zawk nei tura hma lak thuai a, service/recruitment rules amend vat tur a ni.

10. DP&AR(GSW)-in vacancy based roster chungchanga OM pathum a lo chhuah tawh (No.A.12018/50/2019-P&AR(GSW) dt.7.1.2020, 20.3.2020 & 31.8.2020) ang zulzuiin dt.7.1.2020 hnu lamah post ruak thenkhat hnawh khah a ni nual hman tawh a. Chung post ruak hnawh khah tawhte chu tuna OM. dt.9.8.2021 hian a sawi dan anga roster points nen hmeh bel kan tum hunah, Table 5 –a tarlan ang hian P₁ – Liana, P₂- Thanga, LDE₁ – Khumi tia dah zung zung theih loh emaw inmil thlip thlep loh hun a awm lo thei lo a; chutiang thilah chuan next vacancy(ies) hmanga adjustment siamin next cycle-ah emaw chuan a kal dik leh thuai ang.

Entir nan: Compositor post chu method of recruitment – $66\frac{2}{3}\%$ promotion leh $33\frac{1}{3}\%$ LDE a lo ni a. OM.dt.7.1.2020 hmangin quota chhutin hetiang hian post fill up phalna pek a lo ni tawh a.

No. of vacancies = 2

Promotion = $66\frac{2}{3}\%$ of 2 = 1.33 = 1 (rounded off)

LDE = $33\frac{1}{3}\%$ of 2 = 0.66 = 1 (rounded off)

Promotion leh LDE in post 1 ve ve fill up a lo ni tawh a. Amaherawhchu, tuna OM dt.9.8.2021 ang chuan roster point chu P₁, P₂, LDE₁ a lo nih tak si-ah chuan roster register-ah roster points leh post fill tawh a inmil thei ta lo a. A hnuaia Table 8 ang hian Roster Register-ah tar lan mai tur a ni:

Table 8

Year of vacancy	Sl No	Cycle no	Roster point	Reservation under direct	Name of official	Date of appt	Remarks
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
2019-2020	1	1	P ₁		Albert	1.2.2020	filled
	2	1	P ₂				Vacant (backlog vacancy)
		1	LDE ₁		Hma-i		Filled

Countersigned by HoD/HoO

Dt.7.1.2020 hnu lamah vacancy 2 chiah a la awm si a. Tuna OM dt.9.8.2021 ang chuan vacancies hmasa 2 hi promotion chan tur a ni; mahse, a chung calculation tar lan tawh ang chuan vacancy pakhat ve vein promotion leh LDE ten chan an lo insem tawh si a; hei hi siam rem a ngai ta a ni. Vacancy 3-na a lo lan hun hunah chu vacancy chu P₂ (backlog vacancy) hnawh khah nan hauh/dah a ni ang a, roster cycle 1-naa vacancies 3 lo awm chu roster points P₁, P₂ leh LDE₁ ten an inchan kim ta chiah ang. Vacancy sl. no. 4, 5, 6 a lo thlen hunah chuan P₃, P₄, LDE₂ anga insem, anmahni turn theuhah a kal dik chho leh thlap tawh ang.

11. Vacancy brought forward chungchang:

Dt.7.1.2020 hnu lama vacancy lo awm, eligible candidates an awm loh avanga brought forward/carry forward a nih chuan unforeseen vacancies anga ngaih tur a ni lo. A hnuaia table 9 ang hian siam rem tur a ni ang. Entir nan, vacancy sl. no 2, P₂ hi hnawh khat turin crucial date 1.4.2020-ah eligible candidate an awm lo va. Crucial date of next vacancy year (2021-2022) i.e. 1.4.2021-ah chuan an lo awm dawn avangin brought forward (b/f) a ni ta a. B/f a nih avanga a position tidanglam chuang lovin, Sl No. 2, P₂ zawna remark column-ah b/f a nih thu chiang taka ziah mai tur a ni. Filled a nih hunah pawh Sl No. 2, P₂ zawnah column 6 & 7 hi kan fill up ang a, remark column-ah "b/f to vacancy year 2021-2022, filled" kan ti ve leh mai ang. Hetiang bawh hian dt.7.1.2020 hnu lam vacancy reng reng chu, LDE quota emaw Direct recruitment quota emaw pawh ni se, b/f a nihin an quota an hum/hauh zel dawn a ni.

Table 9

Year of vacancy	Sl no	Cycle no	Roster point	Reservation of quota under direct recruitment	Name of official	Date of appointment	Authorised signatory	Remarks
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>
2019-2020	1	1	P ₁		Liana	1.3.2020	signed	filled
2020-2021	2	1	P ₂					b/f to vacancy year 2021-2022. Vacant
	3	1	D ₁	PwD ₁				vacant
2021-2022	4	1	P ₃					vacant
	5	1	D ₂					vacant

Countersigned by HoD/HoO

He b/f chungchang hi dt.7.1.2020 leh a hnu lama vacancy lo awm chungchang bik a ni a. Dt.7.1.2020 hma lam, post based hun laia mi dt.7.1.2020 hnu lama b/f nen chuan ngaih fin loh tur a ni ang.


Sd/- R. LALTHAZUALA
Joint Secretary to the Govt. of Mizoram
DP&AR (ARW)

Memo No. A. 12018/1/2021-P&AR (ARW) :

Aizawl, the 27th September, 2021

Copy to:-

1. Sr. PPS to Chief Secretary, Govt. of Mizoram.
2. Principal Secretaries/Commissioners/Secretaries.
3. All Heads of Department.
4. Web Manager, DP&AR.
5. Guard file.


27/9/21

(LALMUANKIMA)

Under Secretary to the Govt. of Mizoram
DP&AR (ARW)
Phone No. 0389-2336024

No.A.12018/50/2019-P&AR (GSW)
Government of Mizoram
Department of Personnel and Administrative Reforms
(General Service Wing)

Mizoram Secretariat, MINECO,
Aizawl, the 14th June, 2022

OFFICE MEMORANDUM

Subject: “100 POINT” Reservation Roster for regularization of employees engaged on contract basis, Provisional employees and Work-charged employees.

The Government amended the “Government of Mizoram Regularisation of Provisional Employees Scheme, 2020” by omitting the words “*in a vacancy year*” under the provision of Clause (3)(1) with the whole portion of Note 1, 2, 3 & 4 below Clause 3(1) of the scheme and the whole provision of Clause 3(2) with Notes 5 below the said clause vide No. A.12034/55/2020-P&AR(GSW) dated 08.06.2022 and published in the Official Gazette vide issue number 327 dated 08.06.2022.

The Government suspended the provision of Para 13,14,15, & 16 of the OM on “Maintenance of roster for identification of quota where two or more methods of recruitment are provided in the recruitment rules/service rules and matters connected thereto” issued vide No.A.12018/50/2019-P&AR(GSW) dated 09.08.2021 with immediate effect and until further orders vide Office Memorandum of even no. dated 08.06.2022.

Now, the State Government hereby prescribed a **“100-POINT” Reservation Roster** for regularization of employees engaged on contract basis, Provisional employees and work charged employees within the quota identified for direct recruitment worked out from its relevant service/recruitment rules.

In the case of work-charged employees, the “Government of Mizoram Regularization of Work Charged Employees (in Public Works Department, Power & Electricity Department and in other establishments) Scheme, 2000 as amended, the quota for regularization shall be decided on a case-to-case basis by the competent authority since the scheme itself do not provide specific quota for such regularization.

In case of other reservations like meritorious sportsperson etc prescribed by the Govt. under a specific scheme/guideline from time to time, the quota may be worked out as when feasible from the Direct quota left unidentified from the “100-POINT” Reservation Roster.

It is hereby directed that the above stated reservation for regularization of employees engaged on a contract basis and Provisional employees shall be implemented as follows:

1. 4 (four) posts in a cycle of 100 points are specifically reserved for PwBD and the specific points - 1,26,51 and 76 in a cycle of 100 points are earmarked for each of the four categories of disabilities.

No curtailment towards reservation of posts for persons with benchmark disabilities under the Rights of Persons with Disabilities Act, 2016 shall be made in case of overlapping with the quota for employees engaged on contract basis/Provisional employees or when both the quota for persons with benchmark disabilities and for employees engaged on contract basis/Provisional employees arrived at the same roster point in a “100-POINT” Reservation Roster.

2. “100-POINT” Reservation Roster for employees engaged on contract basis/Provisional employees are appended separately and all appointing authorities shall maintain updated records at all times.

- a. Appendix-I – “100-POINT” Reservation Roster for employees engaged on contract basis.

- b. Appendix-II - “100-POINT” Reservation Roster for Provisional employees.

3. Maintenance of “100-POINT” Reservation Roster for regularization of employees on a contract basis and Provisional-employees shall be applicable starting with those vacant posts whose date of occurrence of vacancy arises on or after 07.01.2020 and remains unfilled on the date of issue of this Office Memorandum (vacancies which occurred before 07.01.2020 are not included). However, those direct posts approved for regularization of employees engaged on contract basis and provisional employees against clear vacancy from direct quota issued by DP&AR prior to the date of this notification will not be invalidated.

4. Where the State Government is of the opinion that it is necessary or expedient so to do in public interest, it may, by order and for reasons to be recorded in writing, may refix the roster reservation or any of the roster

point(s) with respect to regularisation of employees on contract basis and Provisional-employees.

Provided that Mizoram Public Service Commission shall be consulted in relation to post(s) for which the Commission is the Recruiting Agency.

5. If any question(s) arises relating to the interpretation of the contents of this Office Memorandum, it shall be decided by the Government in DP&AR(GSW).

Sd/-K. Lalthawmmawia.

Secretary to the Govt. of Mizoram.

Memo No.A.12018/50/2019-P&AR(GSW) : Aizawl, the 14th June, 2022

Copy to:

1. Secretary to Governor.
2. Secretary to Chief Minister.
3. P.S. to Deputy Chief Minister.
4. P.S. to Speaker/Ministers/Deputy Speaker/Ministers of State.
5. Sr. P.P.S. to Chief Secretary.
6. All Administrative Heads.
7. Secretary, MPSC/MIC/SEC/AMC/Lok Ayukta.
8. All Heads of Departments.
9. All Deputy Commissioners.
10. Secretary-cum-Controller of Examination, MSSSB
11. All wings of DP&AR.
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13. Guard File.



(H. Lalrinpuia)

Deputy Secretary to the Govt. of Mizoram.

**100-POINT ROSTER FOR REGULARISATION OF EMPLOYEES ENGAGED ON
CONTRACT BASIS AGAINST GROUP 'A' AND GROUP 'B' CATEGORIES OF
POSTS (STATE) UNDER DIRECT RECRUITMENT**

Vacancy-Direct Quota	Specific quota under direct recruitment	Placement in 100-POINT RESERVATION ROSTER
1	2	3
1st Vacancy	Reserved for PwD	
2nd Vacancy	Direct (General)	
3rd Vacancy	Direct (General)	
4th Vacancy	Direct (General)	
5th Vacancy	Reserved for Contract Regularisation	1
6th Vacancy	Direct (General)	
7th Vacancy	Direct (General)	
8th Vacancy	Direct (General)	
9th Vacancy	Direct (General)	
10th Vacancy	Reserved for Contract Regularisation	2
11th Vacancy	Direct (General)	
12th Vacancy	Direct (General)	
13th Vacancy	Direct (General)	
14th Vacancy	Direct (General)	
15th Vacancy	Reserved for Contract Regularisation	3
16th Vacancy	Direct (General)	
17th Vacancy	Direct (General)	
18th Vacancy	Direct (General)	
19th Vacancy	Direct (General)	
20th Vacancy	Reserved for Contract Regularisation	4
21st Vacancy	Direct (General)	
22nd Vacancy	Direct (General)	
23rd Vacancy	Direct (General)	
24th Vacancy	Direct (General)	
25th Vacancy	Reserved for Contract Regularisation	5
26th Vacancy	Reserved for PwD	
27th Vacancy	Direct (General)	
28th Vacancy	Direct (General)	
29th Vacancy	Direct (General)	
30th Vacancy	Reserved for Contract Regularisation	6
31st Vacancy	Direct (General)	
32nd Vacancy	Direct (General)	
33rd Vacancy	Direct (General)	
34th Vacancy	Direct (General)	
35th Vacancy	Reserved for Contract Regularisation	7
36th Vacancy	Direct (General)	
37th Vacancy	Direct (General)	
38th Vacancy	Direct (General)	
39th Vacancy	Direct (General)	
40th Vacancy	Reserved for Contract Regularisation	8
41st Vacancy	Direct (General)	
42nd Vacancy	Direct (General)	

43rd Vacancy	Direct (General)	
44th Vacancy	Direct (General)	
45th Vacancy	Reserved for Contract Regularisation	9
46th Vacancy	Direct (General)	
47th Vacancy	Direct (General)	
48th Vacancy	Direct (General)	
49th Vacancy	Direct (General)	
50th Vacancy	Reserved for Contract Regularisation	10
51st Vacancy	Reserved for PwD	
52nd Vacancy	Direct (General)	
53rd Vacancy	Direct (General)	
54th Vacancy	Direct (General)	
55th Vacancy	Reserved for Contract Regularisation	11
56th Vacancy	Direct (General)	
57th Vacancy	Direct (General)	
58th Vacancy	Direct (General)	
59th Vacancy	Direct (General)	
60th Vacancy	Reserved for Contract Regularisation	12
61st Vacancy	Direct (General)	
62nd Vacancy	Direct (General)	
63rd Vacancy	Direct (General)	
64th Vacancy	Direct (General)	
65th Vacancy	Reserved for Contract Regularisation	13
66th Vacancy	Direct (General)	
67th Vacancy	Direct (General)	
68th Vacancy	Direct (General)	
69th Vacancy	Direct (General)	
70th Vacancy	Reserved for Contract Regularisation	14
71st Vacancy	Direct (General)	
72nd Vacancy	Direct (General)	
73rd Vacancy	Direct (General)	
74th Vacancy	Direct (General)	
75th Vacancy	Reserved for Contract Regularisation	15
76th Vacancy	Reserved for PwD	
77th Vacancy	Direct (General)	
78th Vacancy	Direct (General)	
79th Vacancy	Direct (General)	
80th Vacancy	Reserved for Contract Regularisation	16
81st Vacancy	Direct (General)	
82nd Vacancy	Direct (General)	
83rd Vacancy	Direct (General)	
84th Vacancy	Direct (General)	
85th Vacancy	Reserved for Contract Regularisation	17
86th Vacancy	Direct (General)	
87th Vacancy	Direct (General)	
88th Vacancy	Direct (General)	
89th Vacancy	Direct (General)	
90th Vacancy	Reserved for Contract Regularisation	18
91st Vacancy	Direct (General)	
92nd Vacancy	Direct (General)	
93rd Vacancy	Direct (General)	
94th Vacancy	Direct (General)	

95th Vacancy	Reserved for Contract Regularisation	19
96th Vacancy	Direct (General)	
97th Vacancy	Direct (General)	
98th Vacancy	Direct (General)	
99th Vacancy	Direct (General)	
100th Vacancy	Reserved for Contract Regularisation	20

**100-POINT ROSTER FOR REGULARISATION OF PROVISIONAL EMPLOYEES
AGAINST GROUP 'C' AND GROUP 'D' CATEGORIES OF POSTS (STATE) UNDER
DIRECT RECRUITMENT**

Vacancy-Direct Quota	Specific quota under direct recruitment	Placement in 100-POINT RESERVATION ROSTER
1	2	3
1st Vacancy	Reserved for PwD	
2nd Vacancy	Direct (General)	
3rd Vacancy	Reserved for regularisation of Provisional-employee	1
4th Vacancy	Direct (General)	
5th Vacancy	Direct (General)	
6th Vacancy	Reserved for regularisation of Provisional-employee	2
7th Vacancy	Direct (General)	
8th Vacancy	Direct (General)	
9th Vacancy	Reserved for regularisation of Provisional-employee	3
10th Vacancy	Direct (General)	
11th Vacancy	Direct (General)	
12th Vacancy	Reserved for regularisation of Provisional-employee	4
13th Vacancy	Direct (General)	
14th Vacancy	Direct (General)	
15th Vacancy	Reserved for regularisation of Provisional-employee	5
16th Vacancy	Direct (General)	
17th Vacancy	Direct (General)	
18th Vacancy	Reserved for regularisation of Provisional-employee	6
19th Vacancy	Direct (General)	
20th Vacancy	Reserved for regularisation of Provisional-employee	7
21st Vacancy	Direct (General)	
22nd Vacancy	Direct (General)	
23rd Vacancy	Reserved for regularisation of Provisional-employee	8
24th Vacancy	Direct (General)	
25th Vacancy	Direct (General)	
26th Vacancy	Reserved for PwD	
27th Vacancy	Reserved for regularisation of Provisional-employee	9
28th Vacancy	Direct (General)	
29th Vacancy	Reserved for regularisation of Provisional-employee	10
30th Vacancy	Direct (General)	
31st Vacancy	Direct (General)	
32nd Vacancy	Reserved for regularisation of Provisional-employee	11
33rd Vacancy	Direct (General)	
34th Vacancy	Direct (General)	
35th Vacancy	Reserved for regularisation of Provisional-employee	12
36th Vacancy	Direct (General)	
37th Vacancy	Direct (General)	
38th Vacancy	Reserved for regularisation of Provisional-employee	13
39th Vacancy	Direct (General)	
40th Vacancy	Reserved for regularisation of Provisional-employee	14
41st Vacancy	Direct (General)	
42nd Vacancy	Direct (General)	

43rd Vacancy	Reserved for regularisation of Provisional-employee	15
44th Vacancy	Direct (General)	
45th Vacancy	Direct (General)	
46th Vacancy	Reserved for regularisation of Provisional-employee	16
47th Vacancy	Direct (General)	
48th Vacancy	Direct (General)	
49th Vacancy	Reserved for regularisation of Provisional-employee	17
50th Vacancy	Direct (General)	
51st Vacancy	Reserved for PwD	
52nd Vacancy	Reserved for regularisation of Provisional-employee	18
53rd Vacancy	Direct (General)	
54th Vacancy	Direct (General)	
55th Vacancy	Reserved for regularisation of Provisional-employee	19
56th Vacancy	Direct (General)	
57th Vacancy	Direct (General)	
58th Vacancy	Reserved for regularisation of Provisional-employee	20
59th Vacancy	Direct (General)	
60th Vacancy	Reserved for regularisation of Provisional-employee	21
61st Vacancy	Direct (General)	
62nd Vacancy	Direct (General)	
63rd Vacancy	Reserved for regularisation of Provisional-employee	22
64th Vacancy	Direct (General)	
65th Vacancy	Direct (General)	
66th Vacancy	Reserved for regularisation of Provisional-employee	23
67th Vacancy	Direct (General)	
68th Vacancy	Direct (General)	
69th Vacancy	Reserved for regularisation of Provisional-employee	24
70th Vacancy	Direct (General)	
71st Vacancy	Direct (General)	
72nd Vacancy	Reserved for regularisation of Provisional-employee	25
73rd Vacancy	Direct (General)	
74th Vacancy	Direct (General)	
75th Vacancy	Reserved for regularisation of Provisional-employee	27
76th Vacancy	Reserved for PwD	
77th Vacancy	Direct (General)	
78th Vacancy	Reserved for regularisation of Provisional-employee	28
79th Vacancy	Direct (General)	
80th Vacancy	Reserved for regularisation of Provisional-employee	29
81st Vacancy	Direct (General)	
82nd Vacancy	Direct (General)	
83rd Vacancy	Reserved for regularisation of Provisional-employee	30
84th Vacancy	Direct (General)	
85th Vacancy	Direct (General)	
86th Vacancy	Reserved for regularisation of Provisional-employee	31
87th Vacancy	Direct (General)	
88th Vacancy	Direct (General)	
89th Vacancy	Reserved for regularisation of Provisional-employee	32
90th Vacancy	Direct (General)	
91st Vacancy	Direct (General)	
92nd Vacancy	Reserved for regularisation of Provisional-employee	33
93rd Vacancy	Direct (General)	
94th Vacancy	Direct (General)	

95th Vacancy	Reserved for regularisation of Provisional-employee	34
96th Vacancy	Direct (General)	
97th Vacancy	Direct (General)	
98th Vacancy	Reserved for regularisation of Provisional-employee	35
99th Vacancy	Direct (General)	
100th Vacancy	Direct (General)	



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NOTIFICATION

No. A. 12034/55/2020-P&AR(GSW), the 8th June, 2022. In the interest of public service, the State Government hereby modified the following provisions of the Government of Mizoram Regularisation of Provisional Employees Scheme, 2020, namely :-

1. Amendment of clause 3(1) :
 - (a) the words "in a vacancy year" under the provision of Clause (3) (1) are omitted.
 - (b) Note 1, 2, 3 & 4 below Clause 3(1) of the scheme are omitted.
2. Amendment of Clause 3(2) : The whole provision with Note 5 below Clause 3(2) is omitted.

K. Lalthawmmawia,
Secretary to the Govt. of Mizoram.

No.A.12018/50/2019-P&AR(GSW)
GOVERNMENT OF MIZORAM
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(GENERAL SERVICE WING)

Mizoram Secretariat, MINECO
Aizawl, the 8th June, 2022.

OFFICE MEMORANDUM

Subject: Suspension of provisions under OM on “Maintenance of roster for identification of quota where two or more methods of recruitment are provided in the recruitment rules/service rules and matters connected thereto” issued on 09.08.2021.

The Government of Mizoram ordered “Maintenance of roster for identification of quota where two or more methods of recruitment are provided in the recruitment rules/service rules and matters connected thereto” issued vide No. A.12018/50/2019-P&AR(GSW) dated 09.08.2021.

The Government in DP&AR(GSW) noticed that due to limited total number of a post in a department and due to continuous ban on direct recruitment as one of the economy measures in the state, occurrence of vacancy(ies) against all regular posts in a vacancy year is extremely slow.

In view of the above, Para 13,14,15, & 16 of the above stated Office Memorandum is suspended with immediate effect and until further orders.

The manner of specifying the roster for regularization of employees on contract basis, Provisional employees and Work-charged employees will be notified separately.

Sd/-K.LALTHAWMMAWIA.
Secretary to the Govt. of Mizoram.

Memo No.A.12018/50/2019-P&AR(GSW) : Aizawl, the 8th June, 2022.

Copy to :-

1. Secretary to Governor, Mizoram.
2. Secretary to Chief Minister, Mizoram.
3. PS to Deputy Chief Minister, Mizoram.
4. P.S. to Speaker/Ministers/Dy. Speaker/Ministers of State, Mizoram.
5. Sr. P.P.S. to Chief Secretary, Govt. of Mizoram.
6. All Administrative Heads of Departments.
7. Secretary, MPSC/SEC/MIC/AMC/Lok Ayukta.
8. All Heads of Departments.
9. All Deputy Commissioners.
10. Secretary-cum-Controller of Examination, MSSSB.
11. All wings, DP&AR for information and further action.
12. Website Manager, DP&AR for uploading in the website.
13. Guard File.


(H.LALRINPUIA)

Deputy Secretary to the Govt. of Mizoram.