

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

Dated Aizawl, the 12th August 2009

OFFICE MEMORANDUM

Subject: Appointment of Employees on Contract basis / Engagement of Muster Roll Employees – regarding.

Attention of all Administrative Departments and All Heads of Departments is hereby drawn that the Government is implementing the Regularisation of Muster Roll Employees Mizoram Scheme, 2000, Government of Mizoram Regularisation of Contract Employees Scheme, 2008 and Guidelines for Engagement of Employees on Contract basis. In order to maintain uniformity in various Departments in the matter of appointment of employees on Contract basis and engagement of employees on Muster Roll basis, the following procedures should be scrupulously followed by all Departments while making proposals to the Government:-

- 1) No proposal should be made for engagement of employees on Contract basis or Muster Roll basis unless there is a clear cut vacancy of posts against which such proposal is to be made.
- 2) All proposals for filling up of vacant post of Group 'A' & 'B' other than by filling up of vacant post on regular basis should be on Contract basis only and no proposal for engagement of employees on Muster Roll basis against such Group 'A' and 'B' posts shall be entertained by the Government. In filling up of those posts on Contract basis, Employment Exchange (Compulsory Notification of Vacancies) Act, 1959 and Government of India's Notification O.M. No. 14024/ 2/ 96- Estt(D), dt. 18.5.1998 should be complied with.
- 3) All proposals for filling up of vacant post of Group 'C' and 'D' other than filling up of vacant post on regular basis, should be made on the basis of Muster Roll only and no proposal for appointment on Contract basis against Group 'C' and 'D' posts shall be entertained by the Government.

Sd/-LALBIAKTLUANGA KHIANGTE
Secretary to the Govt. of Mizoram

Memo No. A.11019/4/2008-P&AR(ARW)/Pt-IV : Dated Aizawl, the 12th August 2009
Copy to:

1. Secretary to Governor, Mizoram.
2. Secretary to Chief Minister, Mizoram.
3. P.S. to Speaker/Ministers/Dy. Speaker/Ministers of State, Government of Mizoram
4. P.P.S. to Chief Secretary, Government of Mizoram.
5. All Administrative Departments, Government of Mizoram.
6. All Heads of Departments, Government of Mizoram.
7. Guard file.

(LALTHANSANGA)

Addl. Secretary to the Govt. of Mizoram