

MANIPUR



GAZETTE

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 307

Imphal, Thursday September 22, 2022

(Bhadra 31, 1944)

GOVERNMENT OF MANIPUR
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL DIVISION)

NOTIFICATION

Imphal, the 20th September, 2022

No.COMM-1/7/2022-DP-DP(Part-1) : In exercise of the powers conferred under sub-sections (1) and (2) of section 18 of the Manipur Staff Selection Commission Act, 2022 (Manipur Act No.10 of 2022) , the State Government hereby makes the following rules, namely:-

The Manipur Staff Selection Commission Rules, 2022

1. Short title and commencement : (1) These rules may be called the Manipur Staff Selection Commission Rules, 2022.

(2) They shall come into force from the date of their publication in the Official Gazette.

2. Definitions : In these rules, unless the context otherwise requires :-

(i) "Act" means the Manipur Staff Selection Commission Act, 2022;

(ii) "Commission" means the Manipur Staff Selection Commission constituted under section 3 (1) of the Act;

(iii) "Form" means a Form appended to these Rules;

(iv) All other words or expressions used in these rules but not defined herein shall have the same meanings as are respectively assigned to them in the Act.

3. Salaries and allowances payable to the Chairperson :

The Chairperson shall be paid a salary in Level 16 of the Pay Matrix (ROP-19), or such corresponding pay as amended from time to time, and other allowances as admissible to the Government officer drawing equivalent pay scale:

Provided that the pay of the Chairperson shall be reduced by the amount of pension benefits, he receives from the Government.

4. Salaries and allowances payable to a member : A Member shall be paid a salary in Level 15 of the Pay Matrix (ROP-19), or such corresponding pay as amended from time to time, and other allowances as admissible to the Government Officer drawing equivalent pay scale:

Provided that the pay of the Member shall be reduced by the amount of pension benefits, he receives from the Government.

5. Leave admissible to the Chairperson :

The Chairperson may be granted leave under the rules applicable to him during his service in the Government.

6. Leave admissible to a Member :

A Member may be granted leave under the rules applicable to him during his service in the Government.

7. Traveling allowances to the Chairperson :

The Chairperson may be allowed traveling allowances under the rules applicable to him during his service in the Government.

8. Traveling allowances to a Member :

A member may be allowed traveling allowances under the rules applicable to him during his service in the Government.

9. Facilities for medical treatment to the Chairperson :

The Chairperson may be entitled to such facilities for medical treatment under the rules applicable to him during his service in the Government.

10. Facilities for medical treatment to a Member :

A Member may be entitled to such facilities for medical treatment under the rules applicable to him during his service in the Government.

11. Entitlement of Government accommodations : The Chairperson and the Members shall be entitled to such types of Government accommodations as appropriate to their status/pay ranges as determined by the appropriate Government from time to time.

12. Cash payment in lieu of unutilized Earned Leave: The Chairperson or a Member, as the case may be, shall be entitled for leave encashment for such number of days of earned leave at his credit at the time of completion of tenure subject to upper limit of 300 days, inclusive of encashment of earned leave if any availed at the time of superannuation.

13. Leave travel concession, traveling allowance and daily allowance :

The Chairperson and the Members shall be entitled for leave travel concession, traveling allowance and daily allowance admissible to the Government Officer drawing equivalent pay as to that of the Chairperson or the Member, as the case may be.

14. Personal staff: The Chairperson shall be entitled to appoint three casual peons and a Member shall be entitled to appoint two casual peons. The wages of casual peons shall be as per the minimum rates of wages for daily rated staff as notified by the appropriate Government from time to time. The appointment of casual peons shall be co-terminus with the tenure of Chairperson or Member of the Commission and they shall stand relieved upon demitting office by the Chairperson or a Member, as the case may be, or on removal of Chairperson or Member, whichever is earlier.

15. Advance for purchase of conveyance: The Chairperson and the Members shall be entitled to the grant of an advance for the purchase of motor car in accordance with the terms and conditions prescribed in the General Financial Rules, 2017 and orders issued from time to time by the appropriate Government.

16. Facilities of telephones : The Chairperson and the Members shall be entitled facilities of telephone with monthly ceiling limits admissible to the Government Officer drawing equivalent pay as to that of the Chairperson or the Member, as the case may be.

17. Conditions of Service in residuary matters: In respect of any matter for which special provision is not made by these rules, the Chairperson and other Members of the Commission shall be governed by the rules and orders for the time being applicable to such classes of Government servants as shall be specified by the appropriate Government.

18. Officers and staff of the Commission and their conditions of service :

- i. The Secretary shall draw pay and allowances as admissible under the respective service to which he belongs.
- ii. The conditions of the service of the Secretary shall be the same as those of other members of the service to which they belong.
- iii. Pay and allowances as well as the service conditions of officers belonging to the organized services shall be the same as those of other members of the services to which they belong.
- iv. Appointments against Class II Gazetted posts of the Commission may be made by the Secretary with the approval of the appropriate Government and the Chairperson.
- v. Appointments of Class III and IV non-Gazetted staff of the Commission shall be made by the Secretary and those Class III and IV Government servants shall receive such emoluments as are admissible to the Government servants of the corresponding grade in the Manipur Secretariat.
- vi. In respect of all Gazetted and non-Gazetted posts under the Commission, the power to grant leave excluding disability leave to allow crossing of efficiency bar to sanction pension, excluding extraordinary pension and family pension, shall be exercised by the respective appointing authorities in consultation with the Government or the Chairperson, as the case may be, wherever necessary.
- vii. The Secretary of the Commission shall be the authority who may impose any of the penalties prescribed in the Central Civil Service (Classification, Control, and Appeal)

Rules, 1965, on the members of the staff appointed by him and the Chairperson shall be the appellate authority.

- viii. Other service conditions of other Gazetted and non-Gazetted members on the staff of the Commission, which are not covered by these rules, shall be governed by the rules and orders for the time being applicable to similar classes of Government Officers or officials in the Manipur Secretariat.
- ix. In respect of any matter for which provision is not made by these rules, the conditions of service of the staff shall be governed by the rules and orders for the time being applicable to such class of Government servants as shall be specified by the appropriate Government.

19. Annual Reports : The Commission shall furnish annual reports to the administrative department of the State Government after the end of each financial year, as follows :-

- i. An annual report in **Form-I** showing the details of subordinate services/posts filled and vacant on the basis of the information submitted by offices under section 9(3) of the Act.
- ii. An annual report in **Form-II** showing the annual recruitment calendar.
- iii. An annual report in **Form-III** showing the annual financial statement.

20. Fees : The commission may determine the fees to be levied for the purposes under section 12 of the Act from time to time in consultation with the Government.

21. Form of oath or affirmation : An oath or affirmation given in **Form -IV** shall be made and subscribed by every person appointed as the Chairperson or as a member before he enters upon his office.

NINGTHOUJAM GEOFFREY,
Special Secretary (DP),
Government of Manipur.

FORM-IV

[See rule 21]

Form of Oath or affirmation to be made by the Chairperson/Member of the Manipur Staff Selection Commission

"I,, having been appointed Chairperson/Member of the Manipur Staff Selection Commission do swear in the name of God that I will bear true faith and allegiance to the Constitution of India as by law established, that I will uphold the sovereignty and integrity of India, that I will duly and faithfully and to the best of my ability, knowledge and judgement perform the duties of my office without fear or favour, affection or ill will, and that I will uphold the Constitution and the laws and conscientiously discharge my duties as a Chairperson/Member of the Manipur Staff Selection Commission.

I, as Chairperson/Member of Manipur Staff Selection Commission will not directly or indirectly communicate or reveal to any person or persons any matter which shall be brought under my consideration or shall become known to me as a Chairperson/Member of the Manipur Staff Selection Commission except as may be required for the due discharge of my duties as such Chairperson/Member.

FORM-III

[See rule 19(c)]

Report for the financial year :

Sl No.	Receipt in Rs.	Details of Receipt	Expenditure in Rs.	Details of Expenditure	Balance in Rs.	Remarks
1	2	3	4	5	6	7

FORM-II

[See rule 19(b)]

Report for the financial year :.....

Sl No.	Details of the Departments from which requisition have been received for recruitment	Details of Posts	Number of Posts	Tentative date of Examination	Date of Advertisement	Remarks
1	2	3	4	5	6	7

FORM-I

[See rule 19(a)]

Report for the financial year :

Sl. No.	Name of the Department/ Office	Name of the subordinate Service/ Post {please refer Section 2(m) of the Act}	Number of sanctioned Posts	Number of Posts filled	Number of vacant posts	Number of anticipated vacancies	Total number of vacant posts (6+7)	Number of posts requisitioned for recruitment	Remarks
1	2	3	4	5	6	7	8	9	10