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NOTIFICATION

No A.12018/1/2012-P&AR (GSW), the 11th March, 2015 : In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Mizoram is pleased to make the following regulations to amend the Mizoram Secretariat Service (Compulsory Training) Regulations, 2011 (hereinafter referred to as the Principal Regulations) relating to the training of Mizoram Secretariat Service Officers notified vide No.12018/1/94-P&AR(GSW)/B dated 09.09.2011 and published in the Mizoram Gazette Extraordinary Issue No.429 dated 20.09.2011, namely:-

- 1. Short title and Commencement**
- (1) These Regulations may be called the Mizoram Secretariat Service (Cadre Training) (Amendment) Regulations, 2015.
 - (2) They shall come into force from the date of their publication in the Official Gazette.

- 2. Amendment of Regulation 1**
- For the wordings that appears in Regulation 1(1) of the Principal Regulations, the following wordings shall be substituted, namely:-
“These Regulations may be called the Mizoram Secretariat Service (Cadre Training) Regulations”.

- 3. Amendment of Regulation 3**
- For the entries in Regulation 3 in the Principal Regulations, the following shall be substituted, namely:-

“Training Programmes for Mizoram Secretariat Service Officers

	Name of course	Duration	Level of Participants
(1)	Foundation Course	1 Month	Junior Grade of Mizoram Secretariat Service Officers with less than 5 years service in the Grade.
(2)	Refresher	2 Weeks	Junior Grade/Entry Grade of Mizoram Secretariat Service Officer after completion of 5 years.

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| (3) | Mid Career Training | 2 Weeks | Senior Grade Training of Mizoram Secretariat Service Officers. |
| (4) | One-Week Training | 1 Week | Junior Administrative Grade and above” |

4. Amendment of Regulation 5

For the entries in Regulation 5 in the Principal Regulations, the following shall be substituted, namely:-

“Foundation Course/Refresher Course for Junior Grade/Entry Grade of Mizoram Secretariat Service Officers

- (1) Every Officer inducted to Junior Grade of the Service either by normal promotion or by limited departmental examination shall undergo Foundation Course conducted at ATI, Aizawl within 5 years from the date of joining the Service.
- (2) The Officers who entered the Service after attaining 56 years of age are exempted from undergoing the Foundation Course.
- (3) Every Officer at the level of Junior Grade of Mizoram Secretariat Service shall undergo Refresher Course conducted at ATI, Aizawl after completion of 5 years of service in the Grade.
- (4) Those Officers in the Junior Grade/Entry Grade of the Mizoram Secretariat Service who do not undergo Foundation Course or completed Refresher Course (in the case of those who had already completed 5 years regular service in the grade before the commencement of these regulations) will not be eligible for promotion to the Senior Grade of Mizoram Secretariat Service unless their not being sent for the required training is attributable to the lapse on the part of the Government. The barring of promotion provided in this clause will also not be applicable to those who are exempted from the required training as per clause (2).
- (5) Arrangement of the above training programmes every year or otherwise as per requirement of the Service shall be made by ATI, Aizawl in consultation with Training Wing of DP & AR.
- (6) The authority for granting exemptions from training not covered by clause (2) lies with the Training wing of DP & AR”.

5. Amendment of Regulation 8

For the entries in Regulation 8 in the Principal Regulations, the following shall be substituted, namely:-

“Mid Career Training for Senior Grade of Mizoram Secretariat Service Officers

- (1) Every officer in the Senior Grade of Mizoram Secretariat Service shall undergo a two-week Mid-Career Training conducted in any of the institutes listed in the Annexure.
- (2) Arrangement of this two-week Mid Career Training will be made by the Training Wing of DP&AR, Government of Mizoram in consultation with the concerned training institutes.

- (3) Those officers who are promoted to the Senior Grade of Mizoram Secretariat Service after attaining 57 years of age will be exempted from the above training.
- (4) The Officers in the Senior Grade of Mizoram Secretariat Service who do not undergo a two-week Mid Career Training will be ineligible for promotion to the Junior Administrative Grade of Mizoram Secretariat Service unless their not being sent for the required training is attributable to the lapse on the part of the Government. The barring of promotion provided in this clause will also not be applicable to those who are exempted from training as per clause (3).
- (5) Necessary expenditure such as course fee, boarding and lodging etc. will be met either by the Government or with the fund received from Department of Personnel & Training (DoPT), Government of India. TA/DA of the participants will be borne by their respective Departments.
- (6) The authority for granting exemptions from training not covered by clause (3) lies with the Training Wing of DP & AR”.

**6. Amendment of
Regulation 10**

For the entries in Regulation 10 in the Principal Regulations, the following shall be substituted, namely:-

“One-Week Compulsory Training for Junior Administrative Grade and above of Mizoram Secretariat Service Officers

Every officer in the Junior Administrative Grade and above of Mizoram Secretariat Service, during their tenure in this range of Grades, shall undergo three-day or one week training course conducted at various renowned training institutes listed at Annexure in a block of two years in any one of the following areas:-

- a) Policy Analysis & Formulation
- b) Human Resources Management
- c) Participatory Administration
- d) Personality Management
- e) Change Management
- f) Management in Government
- g) Organizational Behavior
- h) Conflict/Crisis Management
- i) Good Governance
- j) E-Governance
- k) Administrative Vigilance
- l) Public Relations
- m) Leadership and Communication
- n) Gender issues
- o) Stress Management
- p) Values in Administration
- q) Behavioral Skills
- r) Any other subjects relating to the nature and responsibilities of jobs of the Officer.

- (2) The training slots available in the Training Institutes listed at Annexure will be made available to the Officers of Junior Administrative Grade and above by Training Wing of DP & AR yearly but not later than in the month of June that year.
- (3) The compulsory requirement provided in clause (1) will not be applicable to those who are to retire on superannuation within 2 years. The authority for granting exemption from training not covered by this clause lies with the Training Wing of DP & AR”.

**7. Amendment
of Annexure**

For the existing entries of training institutes listed in the Annexure, the following shall be substituted :

**“ANNEXURE
List of Training Institutes**

- 1) Indian Institute of Public Administration (IIPA), New Delhi.
- 2) Uttaranchal/Uttarakhand Academy of Administration (UAA), Nainital.
- 3) HCM Rajasthan State Institute of Public Administration (HCM RIPA), Jaipur.
- 4) Administrative Training Institute (ATI), Aizawl.
- 5) Administrative Training Institute (ATI), Kolkata.
- 6) Administrative Training Institute (ATI), Mysore.
- 7) Indian Institute of Management (IIM), Calcutta.
- 8) Assam Administrative Staff College (AASC), Guwahati.
- 9) YAS Academy of Development Administration (YASADA/YASDA), Pune.
- 10) Indian Institute of Management (IIM), Bangalore.
- 11) National Institute of Smart Government (NISG), Hyderabad.
- 12) Institute of Secretariat Training & Management (ISTM), New Delhi.
- 13) Anna Institute of Management (AIM), Chennai.
- 14) Haryana Institute of Public Administration (HIPA), Gurgaon.

- 15) Himachal Pradesh Institute of Public Administration (HPIPA), Shimla.
- 16) Institute of Management in Government (IMG), Thiruvananthapuram.
- 17) Dr.MCR HRD Institute of Andhra Pradesh, Hyderabad.
- 18) Mahatma Gandhi State Institute of Public Administration (MGSIPA), Ahmedabad.
- 19) Sadar Patel Institute of Public Administration (SPIPA), Ahmedabad.
- 20) Administrative Staff College India, Hyderabad.
- 21) Indian Institute of Foreign Trade, New Delhi.
- 22) Indian Institute of Management, Ahmedabad.
- 23) Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie.
- 24) National Institute of Advanced Studies (NIAS), Bangalore.
- 25) Tata Management Training Centre (TMTTC), Pune.
- 26) Jaipur Productivity Centre, Jaipur.
- 27) Accounts & Administrative Training Institute.Gangtok, Sikkim”.

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