

**GOVERNMENT OF MANIPUR**  
**DIRECTORATE FOR WELFARE OF OBC & SC**  
1<sup>st</sup> Floor, South Block, Secured Office Complex, A.T. Lines, Imphal  
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**NOTIFICATION**

Imphal, the 16<sup>th</sup> May, 2024

**No. 4/RR/OBC&SC/2023-24: 1317** It is, hereby, notified for information of all concerned that drafts Recruitment Rules (RRs) of various posts of this office have been uploaded on the official website i.e., [www.manipurobcsc.mn.gov.in](http://www.manipurobcsc.mn.gov.in) for seeking claims and objections from the stakeholders.

Claims and Objections, if any, may be submitted in writing with supporting documents within 15 (fifteen) days to the undersigned.

  
**(Ng. Bhogendra Meitei)**  
Director (OBC & SC)  
Manipur

Copy to:

1. APS to Commissioner (OBC & SC), Government of Manipur.
2. Guard File.

**DRAFT RECRUITMENT RULES FOR THE POST OF JOINT DIRECTOR IN THE DIRECTORATE FOR WELFARE OF OBC & SC, MANIPUR.**

| Designation of Post(s) | No. of Post(s) | Classification                  | Scale of Pay                                                                                                            | Whether selection post or non-selection post | Age of direct recruits | Educational and other qualifications required for direct recruits | Whether age and educational prescribed for the direct recruits will apply in the case of promotes | Period of probation, if any | Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods | In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made | If a DPC exists, what is its composition | Circumstances in which MPSC is to be consulted in making recruitment   |
|------------------------|----------------|---------------------------------|-------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|------------------------|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------------------------------------------|
| (1)                    | (2)            | (3)                             | (4)                                                                                                                     | (5)                                          | (6)                    | (7)                                                               | (8)                                                                                               | (9)                         | (10)                                                                                                                                                          | (11)                                                                                                                | (12)                                     | (13)                                                                   |
| Joint Director         | 1 (one)        | GCS Group - A (Non-Ministerial) | Rs.15600-39100 + Grade Pay Rs. 6600/- [As prescribed in Govt. Order No. 1/2/2016-MOBC (Post Creation) dated 05.12.2016] | Selection                                    | N.A.                   | N.A.                                                              | N.A.                                                                                              | 2 (two) years               | 100% by Promotion<br><br><b>Promotion failing which by deputation only</b>                                                                                    | <b>Promotion:</b> Deputy Director with 5 (five) years regular service in the grade.                                 | Class-I D.P.C.                           | As required under MPSC (Exemption from consultation) Regulations. 1972 |

**DRFAT RECRUITMENT RULES FOR THE POST OF DEPUTY DIRECTOR IN THE DIRECTORATE FOR WELFARE OF OBC & SC, MANIPUR.**

| Designation of Post(s) | No. of Post(s) | Classification                  | Scale of Pay                                                                                                            | Whether selection post or non-selection post | Age of direct recruits | Educational and other qualifications required for direct recruits | Whether age and educational prescribed for the direct recruits will apply in the case of promotes | Period of probation, if any | Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods | In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/ transfer to be made | If a DPC exists, what is its composition | Circumstances in which MPSC is to be consulted in making recruitment     |
|------------------------|----------------|---------------------------------|-------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|------------------------|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|------------------------------------------|--------------------------------------------------------------------------|
| (1)                    | (2)            | (3)                             | (4)                                                                                                                     | (5)                                          | (6)                    | (7)                                                               | (8)                                                                                               | (9)                         | (10)                                                                                                                                                          | (11)                                                                                                                 | (12)                                     | (13)                                                                     |
| Deputy Director        | 3 (three)      | GCS Group - A (Non-Ministerial) | Rs. 9300-34800 + Grade Pay Rs. 5400/- [As prescribed in Govt. Order No. 1/2/2016-MOBC (Post Creation) dated 05.12.2016] | Selection                                    | N.A.                   | N.A.                                                              | N.A.                                                                                              | 2 (two) years               | 100% by Promotion<br><br><b>Promotion failing which by deputation only</b>                                                                                    | <b>Promotion:</b> Assistant Director with 5 (five) years regular service in the grade.                               | Class-I DPC                              | As required under MPSC (Exemption from consultation), Regulations, 1972. |



**DRAFT RECRUITMENT RULES FOR THE POST OF ASSISTANT DIRECTOR IN THE DIRECTORATE FOR WELFARE OF OBC & SC, MANIPUR.**

| Designation of Post(s) | No. of Post(s) | Classification                  | Scale of Pay                                                                                                               | Whether selection post or non-selection post | Age of direct recruits                                                                                                                                                                                                                                                                                                                                                                                                     | Educational and other qualifications required for direct recruits                                                       | Whether age and educational prescribed for the direct recruits will apply in the case of promotes | Period of probation, if any | Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods | In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made                                                            | If a DPC exists, what is its composition | Circumstances in which MPSC is to be consulted in making recruitment   |
|------------------------|----------------|---------------------------------|----------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------------------------------------------|
| (1)                    | (2)            | (3)                             | (4)                                                                                                                        | (5)                                          | (6)                                                                                                                                                                                                                                                                                                                                                                                                                        | (7)                                                                                                                     | (8)                                                                                               | (9)                         | (10)                                                                                                                                                          | (11)                                                                                                                                                                           | (12)                                     | (13)                                                                   |
| Assistant Director     | 4 (four)       | GCS Group - B (Non-Ministerial) | Rs. 9300-34800 + Grade Pay Rs. 4300/-<br>[As prescribed in Govt. Order No. 1/2/2016-MOBC (Post Creation) dated 05.12.2016] | Selection                                    | 38 (thirty-eight) years & below (upper age limit is relaxable for Govt. servant appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/services and by 5 years for SC/ST and 3 years for OBC candidates. Further, a Govt. servant who belongs to SC/ST will get the facility admissible to a Govt. servant in addition to the relaxation admissible to SC/ST candidates.) | <b>ESSENTIAL:</b><br>Graduate of any recognized University.<br><br><b>DESIRABLE:</b><br>Knowledge of Manipuri language. | N.A.                                                                                              | 2 (two) years               | 70% by Promotion and 30% by Direct Recruitment.                                                                                                               | <b>Promotion:</b><br>1. Field Inspector with 5 (five) years regular service.<br><br>2. Surveyor with 5 (five) years if Graduate or 8 (eight) years if 10+2 in regular service. | Class-II D.P.C.                          | As required under MPSC (Exemption from consultation) Regulations, 1972 |

## DRAFT RECRUITMENT RULES FOR THE POST OF FIELD INSPECTOR IN THE DIRECTORATE FOR WELFARE OF OBC &amp; SC, MANIPUR.

| Designation of Post(s) | No. of Post(s) | Classification                  | Scale of Pay                          | Whether selection post or non-selection post | Age of direct recruits                                                                                                                                                                                                                                                                                                                                                                                                     | Educational and other qualifications required for direct recruits                                                                                       | Whether age and educational prescribed for the direct recruits will apply in the case of promotes | Period of probation, if any | Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods | In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made | If a DPC exists, what is its composition | Circumstances in which MPSC is to be consulted in making recruitment |
|------------------------|----------------|---------------------------------|---------------------------------------|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------------------|----------------------------------------------------------------------|
| (1)                    | (2)            | (3)                             | (4)                                   | (5)                                          | (6)                                                                                                                                                                                                                                                                                                                                                                                                                        | (7)                                                                                                                                                     | (8)                                                                                               | (9)                         | (10)                                                                                                                                                          | (11)                                                                                                                | (12)                                     | (13)                                                                 |
| Field Inspector        | 6 (six)        | GCS Group - C (Non-Ministerial) | Rs. 5200-20200 + Grade Pay Rs. 2800/- | Non - Selection                              | 38 (thirty-eight) years & below (upper age limit is relaxable for Govt. servant appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/services and by 5 years for SC/ST and 3 years for OBC candidates. Further, a Govt. servant who belongs to SC/ST will get the facility admissible to a Govt. servant in addition to the relaxation admissible to SC/ST candidates.) | <b>ESSENTIAL:</b><br>Graduate of any recognized Board / University.<br><br><b>DESIRABLE:</b><br>Knowledge of Manipuri language with computer knowledge. | N.A.                                                                                              | 2 (two) years               | 70% by Promotion and 30% by Direct Recruitment.                                                                                                               | <b>Promotion:</b><br>Office Assistant/LDC with 5 (five) years regular service.                                      | Class-III Selection Committee            | N.A.                                                                 |



**DRAFT RECRUITMENT RULES FOR THE POST OF PA / STENO IN THE DIRECTORATE FOR WELFARE OF OBC & SC, MANIPUR.**

| Designation of Post(s) | No. of Post(s) | Classification              | Scale of Pay                          | Whether selection post or non-selection post | Age of direct recruits                                                                                                                                                                                                                                                                                                                                                                                                     | Educational and other qualifications required for direct recruits                                                                                                                               | Whether age and educational prescribed for the direct recruits will apply in the case of promotes | Period of probation, if any | Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods | In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made | If a DPC exists, what is its composition | Circumstances in which MPSC is to be consulted in making recruitment |
|------------------------|----------------|-----------------------------|---------------------------------------|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------------------|----------------------------------------------------------------------|
| (1)                    | (2)            | (3)                         | (4)                                   | (5)                                          | (6)                                                                                                                                                                                                                                                                                                                                                                                                                        | (7)                                                                                                                                                                                             | (8)                                                                                               | (9)                         | (10)                                                                                                                                                          | (11)                                                                                                                | (12)                                     | (13)                                                                 |
| PA / Stenographer      | 1 (one)        | GCS Group - C (Ministerial) | Rs. 5200-20200 + Grade Pay Rs. 2800/- | Non - Selection                              | 38 (thirty-eight) years & below (upper age limit is relaxable for Govt. servant appointed under the Govt. of Manipur to the extend of the period of continuous services put in the post/services and by 5 years for SC/ST and 3 years for OBC candidates. Further, a Govt. servant who belongs to SC/ST will get the facility admissible to a Govt. servant in addition to the relaxation admissible to SC/ST candidates.) | <b>ESSENTIAL:</b><br>1. Graduate of any recognized Board / University.<br><br>2. Diploma in Short hand from a recognized Institute.<br><br><b>DESIRABLE:</b><br>Knowledge of Manipuri language. | N.A.                                                                                              | 2 (two) years               | 100% by Direct Recruitment                                                                                                                                    | N.A.                                                                                                                | Class-III D.P.C.                         | N.A.                                                                 |

**DRAFT RECRUITMENT RULES FOR THE POST OF ACCOUNTANT IN THE DIRECTORATE FOR WELFARE OF OBC & SC, MANIPUR.**

| Designation of Post(s) | No. of Post(s) | Classification              | Scale of Pay                          | Whether selection post or non-selection post | Age of direct recruits | Educational and other qualifications required for direct recruits | Whether age and educational prescribed for the direct recruits will apply in the case of promotes | Period of probation, if any | Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods | In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made                                                                                                           | If a DPC exists, what is its composition | Circumstances in which MPSC is to be consulted in making recruitment |
|------------------------|----------------|-----------------------------|---------------------------------------|----------------------------------------------|------------------------|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|----------------------------------------------------------------------|
| (1)                    | (2)            | (3)                         | (4)                                   | (5)                                          | (6)                    | (7)                                                               | (8)                                                                                               | (9)                         | (10)                                                                                                                                                          | (11)                                                                                                                                                                                                                          | (12)                                     | (13)                                                                 |
| Accountant             | 1 (one)        | GCS Group - C (Ministerial) | Rs. 5200-20200 + Grade Pay Rs. 2400/- | Selection                                    | N.A.                   | N.A.                                                              | N.A.                                                                                              | 2 (two) years               | By Promotion.                                                                                                                                                 | <b>Promotion:</b><br>Office Assistant/LDC in the Department/Office concerned having passed the examinations in Office Procedure and Account Training conducted by the State Government of Manipur with 5 yrs regular service. | Class-III D.P.C.                         | N.A.                                                                 |



**DRAFT RECRUITMENT RULES FOR THE POST OF OFFICE ASSISTANT IN THE DIRECTORATE FOR WELFARE OF OBC & SC, MANIPUR.**

| Designation of Post(s) | No. of Post(s) | Classification              | Scale of Pay                                                                                            | Whether selection post or non-selection post | Age of direct recruits                                                                                                                                                                                                                                                                                                                                                                                                                                             | Educational and other qualifications required for direct recruits                                                                                                                                                                          | Whether age and educational prescribed for the direct recruits will apply in the case of promotes | Period of probation, if any                                                                                                                               | Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods | In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made                                                                                           | If a DPC exists, what is its composition | Circumstances in which MPSC is to be consulted in making recruitment |
|------------------------|----------------|-----------------------------|---------------------------------------------------------------------------------------------------------|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|----------------------------------------------------------------------|
| (1)                    | (2)            | (3)                         | (4)                                                                                                     | (5)                                          | (6)                                                                                                                                                                                                                                                                                                                                                                                                                                                                | (7)                                                                                                                                                                                                                                        | (8)                                                                                               | (9)                                                                                                                                                       | (10)                                                                                                                                                          | (11)                                                                                                                                                                                                          | (12)                                     | (13)                                                                 |
| Office Assistant       | 9 (Nine)       | GCS Group - C (Ministerial) | Rs. 5200-20200+ Grade Pay Rs. 2000/-<br>OR<br>The pay scale as prescribed by FD(PIC) from time to time. | Selection                                    | Minimum: 18 (eighteen) years<br>Maximum: 35 (thirty-five) years & below (upper age limit is relaxable for Govt. servant appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/services and by 5 years for SC/ST and 3 years for OBC candidates. Further, a Govt. servant who belongs to SC/ST will get the facility admissible to a Govt. servant in addition to the relaxation admissible to SC/ST candidates.) | <b>ESSENTIAL:</b><br>Graduates who have completed a Course on Computer Concepts (CCC) IDOS + Windows + MS Office +Multimedia + Internet) from a Central/State recognized Institute.<br><br><b>DESIRABLE:</b><br>(a) Knowledge of Manipuri. | N.A.                                                                                              | 2 (two) years, 2 <sup>nd</sup> and subsequent increments shall be subject to successful examination in Office Procedure conducted by the Govt. of Manipur | 90% by Direct Recruitment and 10% by Promotion                                                                                                                | <b>Promotion:</b><br>Grade IV (Peon)/Chowkidar cum Sweeper with 5 (five) years if Graduate/ 8 years if 10+2/10 years if HSLC; along with a certification in 6 (six) months Course on Computer Concepts (CCC). | Class-III D.P.C. / Selection Committee   | N.A.                                                                 |