

No.C.19018/1/2011-VIG  
GOVERNMENT OF MIZORAM  
VIGILANCE DEPARTMENT  
MIZORAM SECRETARIAT BUILDING  
KHATLA, AIZAWL

OFFICE MEMORANDUM

Dated Aizawl the 31<sup>st</sup> March, 2014

**Subject** : **Disciplinary Proceedings**

Attention of All Administrative Heads of Department/ Cadre controlling Authorities and Heads of Department is hereby invited to this Departments O.M.No.31015/1/2010-VIG dt. 19.10.2010 wherein strict compliance of the instructions regarding furnishing of a copy of memorandum of charges, penalty order and registration of criminal case against the Government Servant to this Department has been requested.

However, in spite of the above instructions it has been noticed that some Administrative Department / Heads of Department often failed to furnish such copies to this Department which resulted in serious problems to this Department in maintaining record of Disciplinary proceedings drawn against the Government servants for timely monitoring of progress of such Disciplinary cases and for checking Vigilance Clearance against the Government servant for whom Vigilance Clearance is required.

Hence, all Administrative Departments/ Heads of Departments are hereby requested again to kindly furnish/endorse copies of memorandum of charges along with Article of changes, penalty order and registration of criminal cases if any against the Government Servants under their respective administrative control to this Department while issuing such orders without fail to facilitate this Department for maintaining accurate record of such cases in the interest of Public Service.

**Sd/- B.ZAHMUAKA**

Joint Secretary to the Govt. of Mizoram  
Vigilance Department

Dated Aizawl the 31<sup>st</sup> March, 2014

Memo No.C.19018/1/2011-VIG

Copy to :-

1. All Administrative Departments
2. All Heads of Department
3. All Deputy Commissioners
4. Guard file

*Mm 31/3/14*

(P.C.RALLIANA)

Under Secretary to the Govt. of Mizoram  
Vigilance Department