

NO. C.14017/54/2016-VIG  
VIGILANCE DEPARTMENT  
MIZORAM SECRETARIAT BUILDING  
AIZAWL, MIZORAM.

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Dated Aizawl, the 29<sup>th</sup> July, 2019.

OFFICE MEMORANDUM

*Subj. : Comprehensive Instructions on Criminal/Disciplinary Proceedings and issues related thereto.*

In addition to the existing Rules on Criminal/Disciplinary Proceedings, Government of Mizoram has issued various instructions from time to time. Comprehensive Instruction is hereby brought out for strict compliance by all Departments under Government of Mizoram.

1. All Disciplinary Authorities/Heads of Departments must inform Vigilance Department about the progress and details of disciplinary proceedings initiated against Government Servants especially in respect of proceedings initiated on the advice/direction of Vigilance Department. Further, Disciplinary Authority/Head of Department must invariably obtain advice of Vigilance Department before finalization of disciplinary proceedings drawn on the advice/direction of Vigilance Department.

O.M.NO.C.13015/81/09-VIG Dt. 4.11.2011

2. All Administrative Head of Department/Cadre Controlling Authorities and Heads of Departments must submit copies of Memorandum/Article of charge, Suspension Order, Order imposing penalty and registration of criminal cases if any against Government Servants under their respective control to Vigilance Department. Departmental Cases arising out of ACB inquiry and final result of the case must also be reported to S.P., ACB.

O.M.NO.C.31015/8/07-VIG Dt. 15.4.2008

3. All Administrative Departments and Heads of Departments must report all criminal cases, departmental proceedings drawn against Officers & Staff under their Administrative Control and punishment awarded to them if any on quarterly basis in the prescribed form to Vigilance Department on or before 15<sup>th</sup> of the succeeding month of the quarter. Where there is no case NIL report may be submitted.
  - 3.1 Pending cases should be arranged in the report in the order of date of the Criminal case registration or issue of Memorandum of charge, as the case may be and the serial number of any case once reported should not be changed until the case is conclusively settled and its finalization is reported to this department.

- 3.2 Any case finalized and concluded during the quarter, which has already been reported in the previous Quarterly Report, need not be reflected in any subsequent quarterly report.
- 3.3 Any Departmental or Criminal Case, which emanates during the quarter under report, should be included in the list continuing the last serial number of the pending cases reported earlier.
- 3.4 In case of Disciplinary Proceedings, all instances where the Inquiry Officer's report is received by the Disciplinary Authority but not considered and finalized within 6(six) months from the date of receipt of I.O's report, reasons for delay in the disposal and conclusion of such case should be specifically recorded in the report.
- 3.5 In suspension cases, the provision of sub-rule (7) of rule 10 of CCS (CCA) Rules, 1965 should be borne in mind and necessary action should be taken expeditiously so as to avoid any procedural lapse on part of the Disciplinary Authority.

O.M.NO.C.31015/1/2010-VIG Dt. 19.10.2010,  
Dt. 8.3.2011  
O.M.NO.C.14017/54/2016-VIG Dt. 30.9.2016

Receipt of this O.M may be acknowledged.

**Sd/-LALNUNMAWIA CHUAUNGO**  
Chief Secretary to the Govt. of Mizoram  
Govt. of Mizoram.

**Memo No. C.14017/54/2016-VIG** : **Dated Aizawl, the 29<sup>th</sup> July, 2019.**  
Copy to:

1. Secretary to the Governor, Mizoram.
2. P.S to Chief Minister, Mizoram.
3. P.S to Speaker/Deputy Speaker/Ministers/Minister of State
4. Sr. P.P.S to Chief Secretary, Govt. of Mizoram.
5. P.S to all Principal Secretaries, Govt. of Mizoram.
6. All Administrative Departments, Govt. of Mizoram.
7. All Heads of Departments, Govt. of Mizoram.
8. Chief Informatics Officers, I&CT Department.
9. Guard File.



**(LALMUANPUII)**

Under Secretary to the Govt. of Mizoram  
Vigilance Department.