

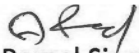
GOVERNMENT OF MANIPUR
DIRECTORATE OF S.C.E.R.T., LAMPHELPAT

N O T I C E

Imphal, the 12th February, 2025

No.1/44/2024-SCERT(A)(RR): It is hereby informed to all the concerned that draft Recruitment Rules for the post of Laboratory Assistant, HTTI, SCERT shall be uploaded in the Department's Website www.scertmanipur.nic.in w.e.f. the 14th February, 2025

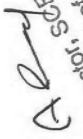
2. Claims and objections, if any may be submitted in writing by giving reason to the undersigned within 30 (thirty) days from the date of upload of the said draft Recruitment Rules.


(A. Romel Singh)
Director,
SCERT, Manipur

1. P.S. to the Hon'ble Minister of Education, Manipur
- For kind information
2. The Commissioner, SCERT
Government of Manipur
3. All the Principals concerned
4. Officer-in-charge of IT Unit, SCERT
- He is informed to upload the draft R/Rs in the Department's Website.
5. Notice Board/Guard file.

Draft Recruitment Rules for the Post of Laboratory Assistant, HTTI in the Department of SCERT, Government of Manipur

| Designation of Post | No. of Post | Classification | Scale of pay | Whether selection post or non-selection post | Age for direct recruit | Educational & other qualification required for the direct recruits | Whether age and educational qualification prescribed for the direct recruits will apply in the case of promotes | Period of probation, if any | Method of rectt. Whether by direct rectt. or by deputation/transfer and percentage of the vacancies to be filled by various methods. | In case of rectt. by promotion/deputation/transfer, grade from which promotion/deputation/transfer to be made | If DPC exists what is its composition | Circumstances in which MPSC is to be consulted in making rectt. |
|--|-------------|---|--|--|--|---|---|-----------------------------|--|---|---------------------------------------|---|
| 1 Laboratory Assistant, HTTI of SCERT | 2 1 | 3 G.C.S. Class – III/Group-C (Non-Gazette) | 4 L-5 (Level in Pay Matrix MS(RP) rules 2019) | 5 Selection post | 6 38 (thirty eight) years & below (upper age limit is relaxable for Govt. servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/service and by 5 years for SC/ST candidates and by 3 years for OBC candidates and a Govt. servant who belong to SC/ST will get the facility admissible to a Govt. servant in addition to the relaxation admissible to SC/ST candidates.) | 7 1. Graduate in any subject with science at class 12 from a recognized Institute/ University. 2. At least 6 (six) years experience of Laboratory work from DIET/HTTI of SCERT or equivalent Institution. Desirable: Knowledge of Manipuri & Hindi | 8 Age: No Education Qualification : Yes | 9 2 (two) years | 10 By promotion failing which by direct recruitment | 11 Promotion: 1. 100% Promotion from grade-IV of DIET/HTTI of SCERT having Graduate in any subject with science at class 12 level from a recognized Institute/ University with 6 (six) year regular service in the grade. 2. At least 6 (six) years experience in the Laboratory work of DIET/HTTI of SCERT. | 12 Class-III D.P.C | 13 As required under MPSC (Exemption from Consultation) Regulation |


Director, SCERT
Government of Manipur

FORM TO BE SUBMITTED BY THE APPOINTING AUTHORITY HEAD OF DEPARTMENTS WHILE FORWARDING PROPOSALS TO THE DEPARTMENT OF PERSONNAL & ADMINISTRATIVE REFORMS (PERSONNAL DEVISION) AND THE MANIPUR PUBLIC SERVICE COMMISSION FOR FRAMING OF RECRUITMENT RULES.

1. (a) Name of the posts : Laboratory Assistant, HTTI of SCERT
 (b) Name of the Department : S.C.E.R.T. Department, Manipur
 (c) Number of posts : 1 (one)
 (d) Scale of Pay : L – 5 under MS(RP) Rules, 2019
 (e) Class & service to which
 the post belongs : GCS Class-III/Gr. C (Non-Gazetted)
 (f) Ministerial or non-ministerial: Non-ministerial
-
2. Appointing Authority : Administrative Department of SCERT
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3. Duties of the posts in details : Enclosed as Annexure-A
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4. Describe briefly the methods adopted for filling the posts thereto: By promotion failing which by direct recruitment.
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5. Method of recruitment proposed : By promotion failing which by direct recruitment.
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6. If promotion is proposed as a method of recruitment :
- (a) Designation and number of the post proposed to include in the field of promotion : Grade IV DIET/HTTI of SCERT (55-post).
- (b) Number of years of qualifying service Proposed to the fixed before persons in the field become eligible for promotion : 6 (six) years
- (c) Percentage of vacancies in the grade proposed to be filled by promotion : 100%
- (d) Reasons for proposing the percentage in (c) above : The no. of sanctioned post is only one.
- (e) Have recruitment rules been framed for the post proposed in the field of promotion if framed in consultation with the Commission, please quote Commission's reference number. If consultation with the Commission was not required please attach a copy of rules framed. : Yes. RRs copy of the proposed feeder post i.e. Grade IV/Group - D employee of DIET/HTTI which is common for all the Department.


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(f) If recruitment rules were not framed for the post in the field for promotion-

(i) Please indicate briefly the method or recruitment actually adopted for filling the posts. Please also state the percentage filled by each of the methods : N.A

(ii) Please state briefly the educational qualification possessed by the persons in the field of promotion : ESSENTIAL

1. Graduate in any subject with science at class 12th from a recognized Institute/University with 6 (six) year regular service in the grade.

2. At least 6 (six) years experience in Laboratory work from DIET/HTTI of SCERT.

DESIRABLE :

1. Knowledge of Manipuri & Hindi

(g) (i) Is the promotion to be made on Selection or Non-Selection basis? Selection

(ii) Reasons for the proposal in (i) above : For recruitment of efficient/ experienced persons.

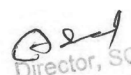
(h) If a D.P.C. exists, what is the composition. Class - III DPC

7. If promotion is not proposed as method, please state why it is not considered desirable/ possible /necessary : N.A

8. If direct recruitment is proposed as a method of recruitment please state:-

(a) The percentage of vacancies proposed to be filled by direct recruitment : 100% when eligible candidate is not available in the department.

(b) (i) age for direct recruits : 38 (thirty eight) years & below
(ii) Is age relaxable for Government servants ? (upper age limit is relaxable for Govt. servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post service and by 5 years for SC/ST and by 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).


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(c) Educational & other qualifications required for direct recruitments (If may please be qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well qualified).

ESSENTIAL : 1. Graduate in any subject with science at class 12 from a recognized Institute/University.
2. At least 6 (six) years experience Laboratory work from DIET/HTTI of SCERT on equivalent Institute.

DESIRABLE : 1. Knowledge of Manipuri & Hindi

9. If direct Recruitment is not proposed as a method, please state why it is not considered desirable/ possible/necessary? : For providing promotional opportunity of the qualified and experienced lower staffs

10. (i) If promotion & direct recruitment are both proposed as methods of rectt., will the Educational qualifications proposed for direct recruits will apply in the case of promotees. : YES

(ii) If not, to what extent are the educational qualifications proposed to be relaxed in the case of promotees ? : N.A

11. (a) If deputation/transfer proposed as a method of recruitment ? If so, please state the reasons for the proposal. Please state clear whether deputation or transfer or both are proposed : N.A

(b) The percentage of vacancies proposed to be filled by this method : N.A

(c) The period of which deputation will be limited : N.A

(d) The names of the posts of grades or services etc. from which deputation/transfer is proposed : N.A

12. If any of the method proposed fails, by what method, are such vacancies proposed to be filled. : N.A

13. Special circumstances, if any other than those covered by the Rules, in which the Commission may be required to be consulted. : N.A


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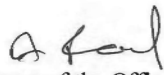
(4)

14. If these proposals are being sent in response to any reference from the Commission, please quote Commission's reference etc. : N.A
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15. Name, address & tel. numbers of the Department's Representatives with whom these proposals may be discussed, if necessary for clarification early decision : A. Romel Singh
Director, SCERT, Manipur
Mobile: 9436667958
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DATE : 13-2-2025

PLACE : Imphal


Signature of the Officer
Sending the proposals.
Tel. No. 9436667958

Director, SCERT
Government of Manipur

JOB CHART OF LABORATORY ASSISTANT OF HTTI, SCERT:

1. To assist the Lecturer of HTTI in teaching learning activity.
2. To supervise the work in Laboratory of HTTI.
3. To maintain the Laboratory of HTTI for safety of the trainees.
4. To help the trainees in the laboratory work.
5. To maintain the equipment in working condition.



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