


MANIPUR **GAZETTE**
सत्यमेव जयते

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**GOVERNMENT OF MANIPUR
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(PERSONNEL DIVISION)**

NOTIFICATION

Imphal, the 11th September, 2024

No.RRDP-30/4/2021-DP-DP: In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Manipur hereby makes the following Rules further to amend the existing MFS Rules, 1998 namely:

1. SHORT TITLE AND COMMENCEMENT:

- a. These rules may be called the Manipur Finance Services (1st Amendment) Rules, 2024.
- b. These Rules shall come into force with effect from the date of publication in the Official Gazette of Manipur.

2. Amendment to Schedule-II: The existing Schedule-II of the Principal Rules shall be substituted by the following, namely:

1. (a) Superintendents/ Accounts Officer in the scale of Rs.1600-2600/- (pre-revised) [Rs.9300-34800 + GP of Rs.4300/- corresponding pay scale as per MS(RP) Rules 2010] in the Departments/Offices included in Schedule-I for MFS Grade-III, MFS Grade-II, MFS Grade-I/JAG who have put in 3 (three) years regular service in the grade.

(b) Head Clerks/ Head Accountant/ Superintendents/ Office Superintendents/ Senior Accountants/ Accountants in the scale of Rs.1400-2300/- (pre-revised) [Rs.9300-34800 + GP of Rs. 4200/ Rs. 5200-20200 + GP of Rs.2800/- corresponding pay scale as per MS(RP) Rules 2010] in the Departments/ Offices included in Schedule-I for MFS Grade-III, MFS Grade-II, MFS Grade-I/JAG who have put in 5(five) years regular service in the respective grades.

2. Research Assistants in the Finance Research Cell/ Institutional Finance and Inspector (Small Savings) in the Finance Department who have put in 5(five) years regular service in the grade.

3. Divisional Accountants borne on the service of the Government of Manipur in the scale of Rs.1400-2600/- (pre-revised) [PB-1 of Rs. 5200-20200 + GP of Rs.2800/- corresponding pay scale as per MS(RP) Rules 2010] in the Departments/ Offices included in Schedule-I for MFS Grade-III, MFS Grade-II, MFS Grade-I/JAG who have put in 5(five) years regular service in the respective grades.

4. Audit Officers in the Departments other than Directorate of Local Fund Audit who have put in 3(three) years regular service in the grade.
5. Inspector of Taxes, Taxation Department who have put in 5(five) years regular service in the grade.
6. Auditors of Local Fund Audit Department who have put in 5(five) years regular service in the grade.
7. Auditors of Consumers Affairs, Food & Public Distribution (CAF & PD) Department who have put in 5 (five) years regular service in the grade.

Note: In case of officers who have been absorbed directly into the above feeder posts by way of regularization from contract, casual or adhoc engagement/appointment, it shall be necessary for them to passed the Eligibility Exam to be conducted by Manipur Public Service Commission, Imphal for inclusion in the seniority list as per Scheme of Exam at annexure.

By orders & in the name of Governor,

ANNA ARAMBAM,
Joint Secretary (DP),
Government of Manipur.

Annexure

Scheme of Exam for eligibility for promotion to Manipur Finance Service Grade-III (for incumbents of feeder posts who were initially appointed on contract basis and later regularized against the feeder post of MFS Grade-III).

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| 1. Conducting Body | : Manipur Public Service Commission, Imphal. |
| 2. Date & Time of Examination | : Exam will be held twice in a year or as decided by the Commission – preferably in the month of February & August. |
| 3. Centre of Examination | : Imphal or any place as decided by the Commission. |
| 4. Passing marks | : 40% of marks in each paper. |
| 5. No. of attempts allowed | : No limit. |
| 6. Syllabus | : |

Paper	Topics	Syllabus
I	Fundamental Rules and Supplementary Rules (FR &SR)	i). Section III- Definition: FR 9(2), (4), (5), (6), (6A), (7), (9), (10), (11), (12), (13), (18), (19), (21), (22), (23), (24), (25), (27), (28), (30), (31), (32).
		ii). Fixation of Pay: FR 22 to 27, 37, 44, 46, 52 and 56.
		iii). Kinds of leave, calculation of leaves, leave salary
		iv). Civil Services (Joining Time) Rules, 1979
		v). Foreign Services
		vi). Travelling Allowance Rules
		vii). Liberalised Pension Rules, 1950 – As amended from time to time
		viii). CCS Pension Rules, 1972 adopted in Manipur w.e.f. 01.01.1977
II	Civil Codes	i). Overview of Central Treasury Rules
		ii). Overview of bills (expenditure) and challans (receipts)
		iii). GFR-2017
		iv). Delegation of Financial Powers Rules
		v). Income-Tax computation
		vi). Tax Deduction at Source under GST
III	Book Keeping	i). Object of Book Keeping
		ii). Theory of Double Entry System
		iii). Rules for Debit and Credit
		iv). Books of Original Entry
		v). Posting of Ledger Accounts and their balancing
		vi). Posting of Cash Book, Petty Cash Book
		vii). Simple Cash Book, Bank Columns
		viii). Transaction with the Bank Passbook, Remittance Book, Reconciliation Statement
IV	IT & e-Governance	i). IT & its application to Governance
		ii). e-Office
		iii). MS Word/ MS Excel etc.

ANNA ARAMBAM,
Joint Secretary (DP),
Government of Manipur.