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**GOVERNMENT OF MANIPUR  
SECRETARIAT : DEPARTMENT OF PERSONNEL AND  
ADMINISTRATIVE REFORMS**

**NOTIFICATION**

Imphal, the 17<sup>th</sup> July, 2021

No.RRDP-23/1/2020-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, namely :-

**1. Short title and commencement.-** (1) These rules may be called the Manipur Legal Service Rules, 2021.

(2) It shall come into force from the date of their publication in the Official Gazette.

**2. Definitions.-** In these rules unless the context otherwise requires,-

- (i) "Advocate" means an Advocate enrolled under the Indian Bar Council Act, 1926 and/or in the Bar Council of the state constituted under the Advocates' Act, 1961;
- (ii) "Appointing Authority" means the Governor of Manipur;
- (iii) "Commission" means the Manipur Public Service Commission;
- (iv) "Department" means Law and Legislative Affairs Department, Government of Manipur;
- (v) "Government" means the Government of Manipur;
- (vi) "Governor" means the Governor of Manipur;
- (vii) "Judicial Officer" means member of the Manipur Judicial Service;
- (viii) "Member of the service" means a person appointed or deemed to have been appointed under these rules to any grade of the Service from the date of publication of these rules;
- (ix) "Service" means the Manipur Legal Service constituted under these rules;
- (x) "Schedule" means a Schedule appended to these rules.

**PART – II**

**Constitution/Composition and Permanent Strength of the Service**

**3. Constitution of the Manipur Legal service.-** There shall be constituted a service to be known as the Manipur Legal Service consisting of the following persons namely:

- (a) persons who immediately before the commencement of these rules are holding any of the posts shown in the Schedule and such persons shall be deemed to have been appointed under these rules; and
- (b) persons recruited to the service after the commencement of these rules and accordance with the provisions of these rules.

**4. Composition of the service.-** (1) The service shall consist of such categories of posts as the Governor may from time to time determine.

(2) The service shall, at the commencement of these rules, consist of the following grades, namely:-

1. Supertime Grade 'A'
2. Selection Grade
3. Junior Administrative Grade
4. Senior Grade
5. Junior Grade – I
6. Junior Grade – II

**5. Permanent Cadre Strength of the service.-** (1) The strength of the service and each kind of posts therein shall be determined by the Governor from time to time.

(2) The strength of the service and each kind of post therein shall be as given in the Schedule.

(3) The Governor may, from time to time leave unfilled or hold in abeyance any post in the cadre or may, increase the cadre by the creation of additional permanent or temporary posts as may be found necessary.

### **PART-III**

#### **Recruitment, Appointment, Probation and Confirmation, etc.**

**6. Recruitment.-** Every post in the cadre shall be filled up by appointment thereto from-

- (a) a member of the service in the appropriate grade; or
- (b) any other person eligible for recruitment to the service in the appropriate grade by promotion or by direct recruitment, through Competitive Examination conducted by the Commission.

**7. Absorption of the existing members.** The existing officers of the Department recruited/absorbed as per the provisions of relevant recruitment rules shall be deemed to have been appointed substantively in their respective Grade/posts in the Manipur Legal Service from the date of publication of these Rules:

Provided that any member having a lien in any other service under the Government shall not be so absorbed unless such member has opted for absorption to the service, and option once exercised shall be final.

**8. Appointment to different Grades of the Service.-** (1) Appointment to the **Supertime Grade 'A'** of the service shall be made by promotion from the select list prepared by the Commission from amongst the members in the Selection Grade of the service who have rendered not less than 4 years regular service in the grade or with 8 years regular service in the Selection Grade and Junior Administrative Grade put together:

(2) Appointment to the **Selection Grade** of the service shall be made by promotion from the select list prepared by the Commission from amongst the members in the Junior Administrative Grade of the service who has rendered not less than 5 years regular service in the Grade.

Provided that if no suitable candidate is available, the Governor may, as he may think fit and proper fill up the post by deputation or re-employment of suitable person of members of the Manipur Legal Service or on ex-cadre posting to officiate the post from a member of the IAS/IPS or any of the State service Cadre of appropriate Grade having Bachelor's Degree in Law from the recognized University until a member of the service is eligible.

(3) Appointment to the **Junior Administrative Grade** of the service shall be made by promotion from the select list prepared by the Commission from amongst the members in the Senior Grade of the service who have rendered not less than 5 years regular service in the Grade.

Provided that if no suitable candidate is available, the Governor may, as he may think fit and proper fill up the post by deputation from among Addl. Government Advocate (High Court) having 5 years working knowledge of matters relating to State Government litigation in the High Court and Supreme Court in a Government Department (for period of deputation - 3 years extendable upto 5 years).

(4) Appointment to the **Senior Grade** of the service shall be made by promotion from the select list prepared by the Commission from amongst the members in the Junior Grade of the service who have rendered not less than 5 years regular service in the Grade and;

(5) Appointment of fifty percent of **Junior Grade – I** will be by promotion from the select list prepared by the Commission from amongst the members in the Junior Grade – II of the service who have rendered not less than 5 years of service in the Grade.

(6) Appointment of direct recruit to the post of **Junior Grade – I and Grade – II** of the service shall be made by direct recruitment from the select list prepared by the Commission from the successful candidate in the Competitive Examination conducted by the Commission under rule 9 of these rules.

**9. Competitive Examination for Direct recruitment to the entry Grade of the Service.-** (1) The competitive examination for recruitment to the service in the direct recruit post of Junior Grade – I and Junior Grade – II shall be held at such interval as the Governor may in consultation with the Commission from time to time determine. The date and place of the examination shall be fixed by the Commission.

(2) The examination shall be conducted by the Commission in accordance with such rules and syllabus as the Governor may from time to time make in consultation with the Commission.

(3) In order to be eligible to compete at the examination as the case may be, a candidate must satisfy the following conditions, namely:

- (a) he must be a citizen of India;
- (b) he must have attained the age of 21 years and must not have exceeded the age of 38 years on the 1st January of the year; the examination is to be held provided that the upper age limit shall be subject to any relaxation notified by the Government from time to time.
- (c) he must have a Bachelor's Degree in Law from a recognised University.
- (d) he must possess knowledge of local language of at least Middle standard.
- (e) he must pay the fees prescribed by the Commission.

(4) The decision of the Commission to the eligibility or otherwise of a candidate for admission to the examination shall be final and to whom an admit card for admission to the examination has not been issued by the Commission shall not be admitted to the examination.

(5) The Commission shall prepare a list of all candidates who have qualified in the examination in order of merit which shall be determined according to the aggregate of marks obtained by each candidate and if two or more candidates obtained equal marks, the Commission shall arrange them in order of their relative merit which shall be determined with due regard to the general suitability of the candidates for appointment to the service. The merit list shall be forwarded to the Governor and published in the official Gazette.

(6) Inclusion of a candidate's name in the merit list shall confer no right to appointment unless the Governor is satisfied, after such enquiry as may be considered necessary, that the candidate is suitable in all respects for appointment to the service.

**10. Appointment to the service.-** (1) Appointment to the service shall be made by the Governor to the appropriate grade of the service, but not against any specific post and a person so appointed to the appropriate grade shall be posted to the duty post of the service cadre which shall be notified in the Official Gazette.

(2) For appointment to the service, a person shall also satisfy the following conditions, namely, that he –

- (a) should be of good character;
- (b) should be of sound health and free from any bodily defect or infirmity which may render him unfit in discharging his duties in the service.
- (c) should not have been convicted for any offence involving moral turpitude.
- (d) should not have more than one spouse living unless exempted by the Government on special grounds.

(3) No person who attempts to enlist support for his candidature either directly or indirectly by any recommendation, either written or oral or by any other means, shall be appointed to the service.

(4) The selected candidates shall join within fifteen days from the date of receipt of the order of his appointment, failing which, and unless the Governor extends the period which shall in no case exceed three months, the appointment shall be cancelled.

**11. Probation and confirmation.-** (1) A member of the service directly recruited by competitive examination and appointed to any grade of the service shall be on probation for a period of two years from the date of appointment. However, the Governor may, in exceptional case, if found suitable, relax or extend the period of probation.

(2) A probationer may be confirmed at the end of the period of probation unless he is found unsuitable for confirmation due to cogent reasons.

(3) A probationer shall be liable to be discharged from the service at any time without assigning any reason.

**12. Training.-** Any member of the service shall undergo such training at any time, as the Governor may prescribe from time to time, and any member of the service directly recruited to any grade of the service through competitive examination shall compulsorily undergo Foundation course training during their probation period as the Governor may from time to time determine and any such member who failed to undergo Foundation course training shall neither be confirmed nor promoted to the next higher grade of the service.

**13. Seniority.-** (1) Seniority inter se of confirmed members of the service in each grade, appointed by promotion or by direct recruit through written competitive examination shall be determined on the basis of the quota ratio of source of recruitment prescribed for such appointment, and their merit position in the select list prepared by the Commission for each vacancy year vis-a-vis, but members of the service in the higher grade shall be senior to those members in the lower grade irrespective of the date of substantive appointment to the post.

(2) Inter-se-seniority of members of the service should be provisionally notified inviting representation from each member if any, to be submitted within the time fixed, and after considering such representation if so received with due regard examination, final inter-se-seniority of the members in each grade of the service shall be notified in the Official Gazette.

**14. Promotion.-** A member of the service shall be eligible for promotion from a lower grade to the next higher grade, whether in a substantive or officiating capacity subject to availability of vacant post and suitability in accordance with these rules if he obtain the Bench mark in overall grading of his performance:

Provided that for promotion from Selection Grade to Supertime Grade 'A', from Junior Administrative Grade to Selection Grade, Senior Grade to JAG, Junior Grade – I to Senior Grade and Junior Grade – II to Junior Grade – I of the service, the incumbent must have had put in regular service as prescribed in sub-rule (1), (2), (3) and (4) of rule 9 of these rules in the grade immediately below the one

to which he is to be considered for promotion on the 1st April of the year in which Agenda paper for consideration by the Commission to select suitable candidate is processed;

Provided further that the Governor in appropriate exceptional cases, the reasons to be recorded by notification, may relax the period of regular service to be rendered herein before prescribed.

**PART IV**  
**PAY BAND AND GRADE PAY AND ANNUAL INCREMENT OF PAY:**

**15. Pay:** The scale of pay admissible to members of the service in each grade shall be as under:

Grade in the service	Pay Band and Grade Pay
Supertime Grade 'A'	37400-67000+8700GP
Selection Grade	37400-67000+8700GP
Junior Administrative Grade	15600-39100+7600 GP
Senior Grade	15600-39100+6600 GP
Junior Grade – I	9300-34800+5400 GP
Junior Grade – II	9300-34800+4400 GP

**16. Leave, pension, etc.-** Except as provided in these rules, CCS (Leave Rules) 1972, CCS (Pension) Rules, 1972 and any other rules and regulations applicable to the members of other State services from time to time shall apply to the members.

**17. Residuary matters.-** The conditions of service of members in respect of matters for which no provision is made in these rules shall be the same as are for the time being applicable to other officers of the Government of Manipur of the Corresponding status.

**18. Power to relax.-** Where the Governor is of the opinion that it is necessary or expedient so to do, he may, by order, for reasons to be recorded in writing and, in consultation with the Commission, relax any of the provisions of these rules with respect to any class or category of person or posts.

**19. Interpretation.-** If any question arises relating to the interpretation of these rules, the matter shall be decided by the Governor.

**20. Repeal & Savings.-** The following rules are hereby repealed in respect of matters covered by these rules namely:-

- (i) Secretary(Law), Government of Manipur Recruitment Rules, 2011;
- (ii) The Department of Law & Legislative Affairs, Manipur Additional Secretary(Law) Recruitment Rules, 2014;
- (iii) The Law & Legislative Affairs, Department, Manipur Joint Secretary(Law) Recruitment Rules, 1991;
- (iv) The Law Department, Manipur [Deputy Secretary (Law) and Deputy Legal Remembrancer] Recruitment Rules, 1997;

- (v) The Law Department Manipur [Under Secretary (Law)] Recruitment Rules, 1992;
- (vi) Recruitment Rules for the posts of Assistant Language Officer(Law) in the Law Department, /Manipur;

Provided that any order made or any action taken under these rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules.

21. This issues with the concurrence of Finance Department (PIC), Government of Manipur vide its U.O. No. 35/2020-2021-FD(PIC) dated 15-05-2020.

ZORISANG THIEK PANGOTE,  
Under Secretary (DP),  
Government of Manipur.

**SCHEDULE**

(see rule 3(a) and 5(2))

Permanent Cadre strength of the Manipur Legal Service in various Grades and the posts shown against each Grade. Members of the service shall hold the posts shown below:

Sl. No.	Service Grade	Name of posts	No. of posts
1.	Supertime Grade 'A'	Secretary (Law) Government of Manipur - after completion of 3 (three) years of regular service, - elevated to Commissioner (Law) Government of Manipur	1
2.	Selection Grade	Additional Secretary (Law) Government of Manipur	1
3.	Junior Administrative Grade	Joint Secretary(Law) Government of Manipur	1
4.	Senior Grade	Deputy Secretary(Law) Government of Manipur	2
5.	Junior Grade – I	Under Secretary(Law) Government of Manipur	4
6.	Junior Grade – II	Law Officer	4
<b>Total:</b>			<b>13</b>