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#### NOTIFICATION

**No.A-46013/1/2013-GAD, the 17<sup>th</sup> February, 2015** In exercise of the powers conferred by Sub-Clause (3) of Article 166 of the Constitution of India and all other powers enabling him in that behalf, the Governor of Mizoram is pleased to make the following rules, namely :

**1. *Short Title & Commencement***

- (1) These Rules may be called the Government of Mizoram (Allocation of Business) Rules, 2014;
- (2) They shall come into force at once.

**2. *Definitions***

In these Rules, unless the context otherwise requires –

- (a) “*Governor*” means the Governor of Mizoram;
- (b) “*Council*” means the Council of Ministers under Article 163 of the Constitution of India;’
- (c) “*Government*” means the Government of Mizoram;
- (d) “*Secretary*” means Chief Secretary or any other officer who is in charge of a Department or Departments of Government.
- (e) “*Schedules*” means the Schedules of business of Departments appended to these rules.

**3. *Allocation of Business to Departments***

The entire Business of the Government shall be transacted in the Departments of the Government as specified in the Schedules and shall be classified and distributed among these Departments as laid down therein:

Provided that the Governor may, from time to time make such additional to or modifications in, the list of business allotted to a Department as he thinks fit.

**4. *Allocation of Departments to Ministers***

The Governor shall, on the advice of the Chief Minister allocate to the Minister so much of the business of the Government as relates to matters with respect to which the Council is required under Article 163 of the Constitution of India to aid and advise the Governor in the exercise of his function and for that purpose assign one or more Departments to the charge of a Minister:

Provided that nothing in this rule shall prevent the assignment of one Department to the charge of more than one Minister.

**5. *Head of Department***

There shall be a Secretary for each Department who shall be an official head of that Department. Provided that –

- (a) more than one Department may be placed in charge of the same Secretary;
- (b) the work of a Department may be divided between two or more Secretaries.

**6. *Repeal and Savings***

The Government of Mizoram (Allocation of Business) Rules, 1987 and amendment made thereunder are hereby repealed.

Notwithstanding such repeal, anything done or any action shall be deemed to have been done or taken under the corresponding provision of these Rules.

By order and in the name of the Governor

**Lalrinliana Fanai,**  
Commissioner & Secretary to the Government of Mizoram  
General Administration Department

**“SCHEDULES”**  
**FIRST SCHEDULE**  
**AGRICULTURE DEPARTMENT**

1. Food-grain Development
2. Agriculture Farm & Quality Seed Production.
3. Manures and Fertiliser.
4. Plant Protection.
5. Commercial Crop Development.
6. Extension and Farmers Training.
7. Crop Insurance.
8. Development of Oilseeds.
9. Assistance to small and marginal farmers.
10. Agriculture Research & Education.
11. State Soil Survey Organisation.
12. Agriculture machineries and Implements
13. Agriculture Marketing within the State.
14. Pulses Development.
15. Control of Shifting Cultivation.

**SECOND SCHEDULE**  
**ANIMAL HUSBANDRY & VETERINARY DEPARTMENT**

1. Animal husbandry, development of livestock and poultry.
2. Veterinary education, training and research.
3. Animal health and disease control, protection of animal against disease and Veterinary services.
4. Veterinary public health, meat inspection, meat marketing and meat certification.
5. Development of dairy industry.
6. Dairy plant and public meat supplies.
7. General advice to animal husbandry and dairy farmers on improved methods and techniques.
8. Grazing ground.
9. Slaughter House.
10. Veterinary Public Health, Meat Inspection, marketing and meat Certification.
11. Registration of Domesticated Animals, Pets, etc.

**THIRD SCHEDULE**  
**ART & CULTURE DEPARTMENT**

1. Matters relating to Mizo History, Art and Culture.
2. Conservation and Preservation of cultural heritage in Mizoram. Exhibition, exchange and token exposure of the heritages in and outside Mizoram.
3. Museum.
4. Archives.
5. Library services.
6. Institute of Music & Fine Arts.
7. Tribal Research Institute.
8. Mizoram Publication Board.

**FOURTH SCHEDULE**  
**COOPERATION DEPARTMENT**

1. Promotion of Cooperative Movement.
2. Control and Registration of Primary, District and State Level Co-operative Societies/Credit Societies.
3. Price Control through Co-operative Societies/Credit Societies.

**FIFTH SCHEDULE**  
**DISASTER MANAGEMENT REHABILITATION DEPARTMENT**

1. Natural Calamities, Draught and Flood Relief.
2. Gratuitous Relief.
3. Disaster Management.
  - (a) Pre-disaster management as proactive strategy including preparedness, prevention and mitigation, wherein every Department has important roles.
  - (b) Post disaster management as reactive strategy including relief, rehabilitation and reconstruction.

**SIXTH SCHEDULE**  
**DISTRICT COUNCIL AFFAIRS DEPARTMENT**

1. All matters relating to Sixth Schedule to the Constitution of India and functioning of the District Councils in the Sixth Schedule areas.
2. Grants-in-Aid to Autonomous District Council.
3. Monitoring of developmental works taken up by District Council.

**SEVENTH SCHEDULE**  
**ENVIRONMENT & FORESTS DEPARTMENT**

1. Environment.
2. Environmental Act & Rules.
3. Conservation, Protection & Development of Forests.
4. Forests Policy, Acts & Rules.
5. Forest Reserve and reclamation.
6. Biodiversity Acts and Rules.
7. Control and Prevention of Forest Fire.
8. Plantation Schemes.
9. Regulation and Control of Fishing.
10. Tiger Reserves, National Parks, Wildlife Sanctuaries, Zoological Parks and Botanical Parks.
11. Clearance for extraction of Stone and Sand from Forest Areas.
12. National Bamboo Mission.
13. Mizoram Bamboo Policy.

**EIGHTH SCHEDULE**  
**EXCISE & NARCOTICS DEPARTMENT**

1. Policy on Excise and Narcotics.
2. Mizoram Excise Act.

3. Matters relating to Narcotic Drugs & Psychotropic Substances Act, 1985.
4. All matters connected with Licensing, distribution and regulation of liquors.
5. MLPC Act and Rules thereunder.
6. Co-operation and Coordination with NGO's on Excise and Narcotics policy.

**NINTH SCHEDULE**  
**FINANCE DEPARTMENT**

1. Financial powers and delegation thereof.
2. Revisions of pay & allowances.
3. General Financial Rules & Treasury Rules.
4. Embezzlement and other financial irregularities in Public Finance.
5. Rules relating to pay, allowance and travelling allowance.
6. Write off of loss.
7. Pre-audit and arrear claims.
8. Matters relating to Treasuries.
9. Rules relating to security deposits.
10. Cadre control for MFAS & MSFAS.
11. General advice on financial aspects of Service Rules etc.
12. Rules relating to Grants-in-aid.
13. All budgetary matters including control of expenditure.
14. Internal audit.
15. Bank/Development of Bank in Mizoram.
16. Pension, Authorization of Pension, DCRG etc., communication thereof.
17. Rules and procedure regarding GPF.
18. Departmentalization of Accounts.
19. Lottery/IF&SL.
20. General Insurance and Insurance Schemes of Govt. Servants.
21. Discretionary Grants Rules and procedures.
22. Lushai Hills District (Money Lending by Non-Tribals) Regulation, 1953.
23. Authorization of entitlement of Group A & B Officers of Mizoram Government employees including those on deputation of Mizoram.
24. Gold Control.
25. Rules relating to House Building Advance etc.
26. Prize, Gift and Money Circulation Schemes (Banning) Acts 1978, Chit Fund Act, 1982.
27. Matters relating to Fiscal Policy and Public Finance.
28. The Mizoram Transparency in Public Procurement Act, 2008 and Rules thereof.
29. The State Finance Commission of Mizoram.
30. The Mizoram Public Demand Recovery Act & Rules, 2004.

**TENTH SCHEDULE**  
**FISHERIES DEPARTMENT**

1. Fisheries research and education.
2. Fish production.
3. Conservation, Control & Management of Riverine Fisheries.
4. Control & Protection of Fish Disease.
5. Development of Pond/Tank by assistance to small Marginal Fish farmers.
6. Extension & Farmers Training.

7. Implementation of State Fishery Acts, Regulations, etc.
8. Integrated viz Paddy-cum-Fish, Prawn culture, Crab, Snail farming.
9. Management of Fish Seed Farm & Production of Quality Fish Seed.
10. Marketing of Fishes, Preservation and Processing of Fish Sale/Trade of Fishes from outside etc.

**ELEVENTH SCHEDULE**

**FOOD, CIVIL SUPPLIES & CONSUMERS' AFFAIRS DEPARTMENT**

1. Food and Civil Supplies.
2. Essential Commodities Act.
3. Price Control and Rationing.
4. Inter-State movement permits of food-stuff.
5. Supply Advisory Boards.
6. Warehouse.
7. Control, distribution and regulation of LPG.
8. Control, distribution and regulation of POL and its products.
9. Control, Distribution and Regulation of Essential Commodities.
10. Consumers 'Affairs- Consumer Protection including Mizoram State Consumer Disputes Redressal and District Forum.
11. Legal Metrology.

**TWELFTH SCHEDULE**

**GENERAL ADMINISTRATION DEPARTMENT**

1. Transaction/Allocation of Business under Govt. of Mizoram.
2. District Administration.
3. Mizoram Houses and Offices outside Mizoram.
4. State Guest House, Circuit House and Dak Bungalow/Rest House.
5. Air Travel Permission/Entitlement.
6. Allotment, Maintenance and Furnishing of General Pool Government Quarters.
7. Annual Administration Report.
8. Aviation.
9. Books and Publication.
10. Census.
11. Ceremonial functions including celebration of RepublicDay/ Independence Day.
12. Creation of District and Sub-Division.
13. Creation, Reorganization and Amalgamation of Department(s).
14. Determination of ceremonial procedure and procedure.
15. District Development Committee/Board except Lunglei HPC.
16. Entitlement of Space, Furniture and Office Equipments.
17. Official Entitlement (e.g. Accommodation, Telephones, Vehicles, Foreign Tours, Air Travel)
18. Entitlement/Purchase of Govt. Vehicles.
19. Flag code of India.
20. Foreign Tours/Travel.
21. General Elections to the Lok Sabha/Legislative Assembly.
22. Hire of private building for office accommodation.
23. Holiday.
24. Matters relating to National Population Policy, 2000 and State commission on Population.
25. Mizoram Urban Rent Control Act.

26. Post and Telegraph matters.
27. Protocol.
28. Requisition of Helicopter and matters relating to Helipad. Air communication between Mizoram and other places.
29. Sinlung Hills Development Council & Sialkal Range Development Council.
30. Site Allotment of Govt. Lands.
31. Special Casual Leave.
32. Statues and Memorials.
33. Visit of President, Vice President, Prime Minister.
34. Coordination of activities relating to Swachh Bharat and Samaj Swasthya Rakshak Sewak.
35. Miscellaneous subjects not allocated to any Department.

**THIRTEENTH SCHEDULE**  
**HEALTH & FAMILY WELFARE DEPARTMENT**

1. Administration of Government Hospitals and Health Centers.
2. Prevention of Food Adulteration.
3. Drugs Control Acts.
4. Implementation of National and State Health Schemes/ Programmes
5. Medical Services.
6. Indian Lunacy Act/Poison Act.
7. Matters relating to Indian Medical Council/State Medical Council/State Nursing Council.
8. Health Education/Research Schemes.
9. The Mizoram Health Care Scheme.
- 10.. Medical & Nursing Colleges/Institutions.
11. State Illness Assistance Fund.
12. Telemedicine.
13. State Council for Clinical Establishment Act, 2010.
14. Pre-conception and Pre-natal Diagnostics Techniques Act & Rules.
15. Transplantation of Human Organs Act and Rules.
16. Matters relating to Medical Attendance Rules.
17. State Medicinal Plant Board.
18. Restriction of Sale of Acids.
19. The Poisons Act, 1919 and Model Poisons Possession and Sale Rules, 2013.

**FOURTEENTH SCHEDULE**  
**HIGHER & TECHNICAL EDUCATION DEPARTMENT**

1. University Education.
2. Collegiate Education.
3. Polytechnic Courses.
4. Mizoram Institute of Education.
5. Mizoram Hindi Training Institute.
6. Scholarships /Stipends/Book Grants/Fellowships.
7. Incentive Cash Awards for Meritorious Students.
8. Foreign/Overseas scholarships/fellowships.
9. Education loan for students.
10. All matters concerning Education of SCs/STs/MCs and all matters relating to Scholarship concerning SCs/STs and MCs.

11. All matters relating to the Mizoram (Centralisation of Scholarship /Stipends/ Book Grants) Rules, 2010.
12. Scholarship/Research Fellowship for Research Scholars.
13. Scholarships for Commercial Pilot License Course.
14. State Technical Entrance Examination (STEE).

**FIFTEENTH SCHEDULE**  
**HOME DEPARTMENT**

1. Law & Order.
2. Security Arrangement.
3. Acts Rules relating to Police.
4. Home Guards and Civil Defence.
5. All matters relating to Foreigners.
6. Administration of Armours Act and matters relating thereto.
7. Fire service.
8. SS&A Board and other matters relating to Ex-Servicemen.
9. Compensation to Political Sufferers.
10. Nationality, Passport etc.
11. National Security Act.
12. Prisoners Act and Administration of Prisons.
13. Flight of unidentified aircraft.
14. Explosives.
15. Essential Services Maintenance Act.
16. Inner Line Regulation.
17. Matters relating to International/Interstate Boundaries.
18. **General Matters** relating to Scheduled Castes/Scheduled Tribes / Minority Community:  
*EXPLANATION : The term “General Matters” relating to SCs/STs/MCs under Sl. 18 may constitute the following:-*
  - i) *Overall policy, planning, coordination, evaluation and review of regulatory and development programmes of SCs/STs/MCs.*
  - ii) *All matters relating to Law & Order relating to SCs/STs/MCs.*
  - iii) *Policy initiative for SCs/STs/MCs and their security.*
  - iv) *Matters relating to Linguistic Minority in the State.*
  - v) *Matters relating to National Commission for SCs/STs/MCs.*
  - vi) *Representation of SCs/STs/MCs.*
  - vii) *Protection of place of worship of SCs/STs/MCs.*
  - viii) *Formulation of measures relating to the protection of SCs/STs/MCs and their security in consultation with other concerned agencies.*
  - ix) *Prime Minister’s new 15 points Programme for Minorities.*
  - x) *Enforcement of SCs & Sts(Prevention of Atrocities) Act, 1989 and Rules thereof.*
  - xi) *Any other issues pertaining to SCs/STs/MCs.*
  - xii) *All matters relating to funding of minority communities except those specifically allotted to other departments.*
19. National Awards like Padma Shri etc.
20. Intelligence Matters.
21. Activities of all Political Parties.
22. Civil military liaison.
23. Reallocation of Assam Rifles Complex at Zokhawsang.



24. The Waqf Act, 1995(43 of 1995) and matters connected thereto.
25. Human Rights.
26. Construction and Establishment of Sainik School at Chhingchhip.
27. Declaration of Restricted/Protected Areas for security purpose.
28. Matters relating to Haj Act and issues connected thereto.
29. Traffic Management.

**SIXTEENTH SCHEDULE**  
**HORTICULTURE DEPARTMENT**

1. Horticulture Research & Education.
2. Horticulture Farm & Quality seed production.
3. Extension and Training.
4. Floriculture development.
5. Fruit Development.
6. Manures & Fertilizers.
7. Mushroom development.
8. Plant protection.
9. Plantation Crops.
10. Root and Tuber crops.
11. Spices development.
12. Tea Plantation .
13. Vegetable development.
14. Centrally Sponsored Scheme of National Mission on Medicinal Plants.

**SEVENTEENTH SCHEDULE**  
**INDUSTRIES DEPARTMENT**

1. Establishment of Major and Minor Industries.
2. Registration and Licensing of Industries.
3. Industrial Loan.
4. Allotment of Raw Materials.
5. Acquisition of Land for Industries.
6. Development of Industrial areas.
7. Cottage Industries.
8. Handicraft Schemes.
9. Mines and Minerals.
10. Natural Gas.
11. Handloom Development Schemes.
12. Handmade paper mills.
13. Production/Manufacturing Components of ASIDE schemes.
14. All Minor Minerals including Sand and Stone Quarrying” regulated under Mizoram Minor Minerals concession Rules, 2000.
15. Electronic Industries.
16. Development of Textile Industries.
17. Carbon Economy, Carbon Trading and other related matters.
18. Recycling of Used Plastics & Metal Scraps.
19. Pravasi Bharatiya Diwas (PBD).
20. Food Processing.

**EIGHTEENTH SCHEDULE**  
**INFORMATION & COMMUNICATION TECHNOLOGY DEPARTMENT**

1. Policy matters relating to Information and Communication Technology.
2. Information Technology Acts and Rules.
3. Matters relating to Information Technology Enabled Services (ITES) and Internet.
4. Information Technology Infrastructure Development like Software Technology Park of India (STPI), State Wide Area Network (SWAN), Common Services Centre (CSC), State Data Centre (SDC), Community Information Centre (CIC), etc.
5. Promotion and Standardization of IT Education *e-Learning*.
6. Matters relating to *e-Governance*, *e-Commerce*, *e-Medicines*, *e-Infrastructure*, etc.
7. Matters relating to *e-Security* and Cyber Laws.
8. Coordination of Information Technology related matters with National and International Agencies, Bodies and Institutions (NIC, NIELIT, etc.).
9. Telecommunication and its related matters.
10. IT related Public Sector Undertakings and Societies (ZENICS, MSeGS, etc).
11. Matters relating to Unique Identification (UID).

**NINETEENTH SCHEDULE**  
**INFORMATION & PUBLIC RELATIONS DEPARTMENT**

1. Press, Newspapers and Periodicals.
2. Publication and Publicity.
3. Advertisements.
4. Public relation and mass communications.
5. Co-ordination with AIR and Doordarshan.
6. Regulating, Censoring and Monitoring the making, producing, displaying, broadcasting and exhibition of Movies, Films, News clippings etc. through any medium or channel of mass communication operating in Mizoram, which imply application of relevant Act and Rules, such as:-
  - i) the Cinematograph Act.
  - ii) Cable TV Network Act, 1995 & Amendment Act, 2000.
  - iii) the Mizoram Exhibition of Films on TV Screen through VCP Rules, 2000 & Amendment Act, 2005
7. The Right to Information Act, 2005.
8. Journalist Welfare Fund Rules.
9. Speeches of Governor and Chief Minister on National Important Days and Budget Sessions.

**TWENTIETH SCHEDULE**  
**LABOUR, EMPLOYMENT & INDUSTRIAL TRAINING DEPARTMENT**

1. Employment services.
2. Labour Acts and Rules.
3. Labour Rates.
4. Labour disputes.
5. Trade Union.
6. Labour Welfare.
7. Factories.
8. Employees State Insurance.
9. Matters connected with Industrial Training Institute

10. Apprenticeship Training.
11. Import of Labour to Mizoram from outside Mizoram.
12. Workmen's Compensation Act, 1923 and Rules thereof.
13. Mizoram Youth Commission.
14. Matters relating to employment opportunities for SCs/STs/MCs in the State and State public sector undertakings as also in the private sector.

**TWENTY-FIRST SCHEDULE**  
**LAND REVENUE & SETTLEMENT DEPARTMENT**

1. Land Revenue.
2. Land Settlement.
3. Land Records.
4. Land Reforms.
5. Compensation on account of damages of private properties by Security Forces and Para Military Forces and others.
6. Acquisition of Land under Land Acquisition Act, 1894 including State amendment for the State of Mizoram and Rules made thereunder.
7. Administration of the following Acts and Rules:-
  - i) The Lushai Hills (House Site) Act, 1953.
  - ii) The Mizo District (Land & Revenue) Act, 1956 and Rules thereunder.
  - iii) The Mizo District (Agriculture Land) Act, 1963 and Rules thereunder.
  - iv) The Mizo District (Transfer of Land) Act, 1963 and Rules thereof.
  - v) The Mizoram (Prevention of Government Land Encroachment) Act, 2001, and Rules thereof.
  - vi) The Mizoram (Land Survey and Settlement Operation) Act, 2003 and Rules thereof.
  - vii) The Mizoram (Taxes on Land Building and Assessment of Revenue) Act, 2004 and the Rules thereunder.
  - viii) The Mizoram (Restriction on use of Transferred Land) Act, 2002.
8. Assessment of Rental Charges on private Buildings/Lands occupied by security forces during Mizoram insurgency and payment of claims thereof.
9. The Indian Registration Act, 1908.
10. Stamp Duties and matters connected thereto.

**TWENTY-SECOND SCHEDULE**  
**LAW & JUDICIAL DEPARTMENT**

1. Compilation, Maintenance and Interpretation of all Acts/Rules.
2. Laws and regulation in force from time to time.
3. Administration of Justice in the State (Incl. Dist. Council Courts and Training of Judicial Officers).
4. Advice on Legal Matters.
5. Appointment of Advocate General/Standing Counsel/Public Prosecutor and Government Advocate.
6. Advice on all cases involving the State of Mizoram in the Supreme Court, High Court and Civil Court to the Department and Agencies concerned.
7. Vetting of all Official Bills/Rules/Regulations.
8. Contract deeds and Arbitration Cases.
9. Matters relating to inheritance of property under the Mizo District (Inheritance of Property) Act, 1956.

10. General supervision over District and other Subordinate Courts.
11. Lushai Hills Autonomous District (Administration of Justice) Rules, 1953.
12. Personal Laws and Customary Laws and practices.
13. Matters relating to High Court.
14. Investiture of Magisterial Powers.
15. Matters relating to Legislative Assembly.
16. Motor Accident Claims Tribunal.
17. Registration of Marriage.
18. Separation of Judiciary from Executive.
19. Matters relating to the Mizoram Judicial Services.
20. Establishment of the Institution of Lokayukta in the State of Mizoram.

**TWENTY-THIRD SCHEDULE**  
**LOCAL ADMINISTRATION DEPARTMENT**

1. Village Council Matters and Village Administration.
2. Matters relating to Panchayati Raj Institution.
3. Naming of streets, roads and villages.
4. Animal Control and Taxation.
5. Park & Recreation. Registration and regulation of Recreation, Park and Places, like Picnic Spots, etc.
6. Housing Loan and Advances.
7. Local Development works funded under State Plan Fund including Housing Assistance outside Aizawl City and its agglomeration.
8. Preservation of place of worship of SCs/STs/MCs including burial ground, crematorium.

**TWENTY-FOURTH SCHEDULE**  
**MINOR IRRIGATION DEPARTMENT**

1. Minor Irrigation, which includes
  - (1) River Lift Irrigation
  - (2) Drips & Sprinklers, Hydrams etc.
  - (3) Diversion Scheme.
2. Networking of Rivers.
3. Command Area Development.
4. CSS Programmes relating to Minor Irrigation.
5. Anti Erosion Schemes for protection of Wet Rice Cultivation Areas under Flood Management Programme.

**TWENTY-FIFTH SCHEDULE**  
**PARLIAMENTARY AFFAIRS DEPARTMENT**

1. Summoning and Prorogation of the Legislative Assembly, Dissolution of the Assembly.
2. Planning and Coordination of Legislative and other official business in the Legislative Assembly.
3. Allocation of time to the Government in the House for discussion of motions given notice of by Members.
4. Liaison with Leaders and Whips of Various Parties and Groups represented in the Legislative Assembly.
5. List of members of select and Joint Committees on Bills.
6. Appointment of Members to Committees and other Bodies set up by the Government.

7. Functioning of Consultative Committees of Members of the Legislative Assembly for various Ministries/Departments.
8. Implementation of assurances given by Ministers in the Assembly.
9. Government's stand on Private Members Bills and Resolutions.
10. Salary, Allowances and Pension of Members of the State Legislature.
11. Salary, Allowance etc. of the Ministers, Speaker/Dy.Speaker, Parliamentary Secretaries, Government Whip, Leaders of opposition in the State Legislature, Officers of the State Legislature.
12. Advice to Ministries on procedural and other Legislative matters.
13. Coordination of action by Ministries on general application made by various Committees of the State Legislature.
14. Officially sponsored visits of members of the Legislative Assembly to places of interest.
15. Matters connected with powers, privileges and immunities of Members of the Legislative Assembly.
16. Parliamentary Secretary i.e. Secretary of the Department and other officers of the Department-Functions of.
17. Welfare of Ex-Legislators and their Families.

**TWENTY-SIXTH SCHEDULE**  
**PERSONNEL & ADMINISTRATIVE REFORMS DEPARTMENT**

1. Advice on absorption of staff and retrenched personnel.
2. Advice on re-employment/extension of superannuated Government servant on contracts.
3. Advice to Departments on Creation of Posts.
4. Advice to various Departments in all matters relating to Recruitment/ Promotion to Group 'A' & 'B' post by Selection Board/Local Department Promotion.
5. Advice to various Departments in all matters relating to Services/Recruitment Rules of various services/posts.
6. All matters relating to Administrative Training Institute of Mizoram.
7. All matters relating to State Enquiry Officer.
8. All other training matters.
9. All service matters relating to Ministerial Service(Assistants)/Steno Grade I,II & III
10. Allocation of services.
11. Compassionate Appointment
12. Co-ordination with Central Government on matters of Administrative reforms.
13. Custody of PAR of Civil/Secretariat Service Officers & Heads of Departments.
14. Deputation of Gazetted and Non-Gazetted Officers for training in India and abroad.
15. Deputation/Foreign Service.
16. General Policies on ACR & Custody of ACR of Assistants/Steno Grade I,II & III
17. General Policy on Staff Welfare
18. General Rules governing petitions, appeal and memorial on Service matters.
19. General Rules on Performance Appraisal.
20. Manpower Planning (Service).
21. Matters relating to debarring persons from Government service.
22. Matters relating to grant of Gazetted status.
23. Matters relating to Public Service Commission.
24. Matters relating to Service Associations.
25. Organisation & Management Works.
26. Periodical Cadre Review of above.

27. Policy on personnel administrative reforms.
28. Recognition of University degree and diploma in service matters.
29. Relaxation of Service Rules/Recruitment Rules
30. Re-organization of Ministerial cadres.
31. Research in Personnel Administration.
32. Reservation of vacancies for Scheduled Castes/Tribe handicapped persons and Ex-servicemen in Government service.
33. Rules and Procedures regarding fixation of seniority, promotion and all matters relating thereto.
34. Rules relating to application fee and instructions regarding advertisement for posts.
35. Secretariat Manual.
36. Service matters relating to All India Service, MCS, MSS and Heads of Departments
37. Simplification of Rules and Procedures.
38. State Council of JCM.
39. Works study/work measurement and laying down of yardstick for Departments.

**TWENTY-SEVENTH SCHEDULE**

**PLANNING & PROGRAMME IMPLEMENTATION DEPARTMENT**

1. Preparation of Annual/Five Year Plan.
2. Manpower Planning.
3. Implementation & Monitoring of Plan Schemes and Evaluation thereof.
4. Planning Advisory Board and other Development Committees.
5. Plan Publicity.
6. Statistics / Data Bank relating to Price collection, rainfall data collection, publication of Census of Government Employees, Price Bulletins, various socio-economic survey, National Sample Survey, Agriculture Census, Economic Census, State Income Estimate, Adhoc Survey, etc.
7. Matters relating to N.E. Council.
8. Evaluation and Monitoring of Statistics.
9. Manpower, Employment and Credit Liaison.
10. 20-point Programme.
11. Registration of Births and Deaths.
12. Infrastructure & Public Private Partnership.
13. Resource Mapping of Areas under formulation of Action Plan for Development in Mizoram.
14. Promotion and Popularization of Science & Technology.
15. Remote sensing, GIS and Space Applications.
16. Matters relating to Intellectual Property Rights including Copyright Act, 1957; Patent Act, 1970 involving establishment of Patent Information Centre; Design Act, 1999; Trademarks Act, 1999; and all Rules/Regulation thereunder.
17. Meteorology & Climate Change.
18. Bioresearches and Biotechnology.

**TWENTY-EIGHTH SCHEDULE**

**POLITICAL & CABINET DEPARTMENT**

1. Governor's Award.
2. Cabinet Matters.
3. State Mourning and Obituary.

**TWENTY-NINTH SCHEDULE**  
**POWER & ELECTRICITY DEPARTMENT**

1. Power and Electricity.
2. Generation, Transmission and distribution of Electric Power.
3. Non Conventional Energy.
4. Integrated Rural Energy Programme.
5. All other matter relating to Energy.
6. Indian Electricity Acts and Rules thereunder.

**THIRTIETH SCHEDULE**  
**PRINTING & STATIONERY DEPARTMENT**

1. Control of Government Printing Press.
2. Streamlining the procedure of local purchase of stationery.
3. Printing of Departmental Forms.
4. Procurement of stationery articles & supply to offices.
5. Matters relating to Press Registration Books Act, 1867 Part III in respect of Mizoram.

**THIRTY-FIRST SCHEDULE**  
**PUBLIC HEALTH ENGINEERING DEPARTMENT**

1. Administration of Public Health Sanitation and Water Supply.
2. Integrated Management and Development of all Water Resources.
3. Management and Implementation of Urban and Rural Water Supply. Ground Water Development, Survey and Distribution.
4. Protection, Renovation, Restoration and Repair of all Water Bodies.
5. Water Quality Assessment, Monitoring and Surveillance.
6. Liquid Waste Management such as Drainage, Sewerage and Septage, etc in Rural and Urban Areas.

**THIRTY-SECOND SCHEDULE**  
**PUBLIC WORKS DEPARTMENT**

1. Construction/Maintenance of Government buildings.
2. Supply of furniture to the residential quarters.
3. Rural Housing and Schemes relating to Government projects and Government Building.
4. Construction and Maintenance of Roads & Bridges.
5. National Highway Act and other Laws/Regulation pertaining to roads.
6. The Mizoram Roadside Land Control Act, 1976 and related Rules.
7. Ropeways.
8. Inland Water Transport.
9. Mizo District (Ferries) Act, 1955.
10. Flood Control.
11. Major Irrigation Projects.
12. Aizawl extension projects to Luangmual.
13. Purchase, allotment and transfer of plan, tools and machinery.
14. Shramik Bahini Act.

**THIRTY-THIRD SCHEDULE**  
**RURAL DEVELOPMENT DEPARTMENT**

1. Integrated Rural Development Programmes.
2. National Rural Employment Programmes.
3. Community/Rural Development Blocks.
4. Land Use Policy.
5. Planning, co-ordination, evaluation and monitoring of all Rural Development Schemes and Centrally Sponsored Schemes for rural development.
6. Rural BPL Census.
7. Rural Housing including that for project staff.
8. SLMC & IAC.

**THIRTY-FOURTH SCHEDULE**  
**SCHOOL EDUCATION DEPARTMENT**

1. Elementary Education.
2. Secondary Education.
3. Adult Education.
4. Hindi Propagation.
5. Teachers' Education and Training.
6. The Education Policy of Mizoram, 2013.
7. State Council for Educational Research & Training.
8. Science Promotion in Schools.
9. Vocational Education.
10. Mizoram Institute of Comprehensive Education (MICE).
11. State Institute of Educational Management & Training.

**THIRTY-FIFTH SCHEDULE**  
**SECRETARIAT ADMINISTRATION DEPARTMENT**

1. All service matters relating to UDCs, LDCs, Drivers and Group D staff under SAD.
2. Maintenance of Service Books of Assistant, Stenographer Grade-II and Grade-III under Secretariat Establishment.
3. Pay Bills and TA Bills of Ministers, Parliamentary Secretaries, all Gazetted and Non-Gazetted Officers of Secretariat.
4. All interest bearing and non interest bearing advances and loans, maintenance of accounts/records thereof for staff under SAD.
5. All kinds of contingency bills of Secretariat..
6. Accommodations of officers & staff in the Secretariat and Minor Repair/alteration works in the Secretariat.
7. Maintenance of Secretariat Vehicles..
8. Procurement and supply of furniture, stationery and office equipments in the Secretariat.
9. All matters relating to Departmental Proceedings of staff under SAD.
10. Arrangement of measures for security in the Secretariat.



**THIRTY-SIXTH SCHEDULE**  
**SERICULTURE DEPARTMENT**

1. Development of Sericulture, Planning and Monitoring.
2. Commercial scheme of sericulture products.
3. Training of sericulture personnel to strengthen the technical man-power as well as training to farmers for introduction of improved technology.

**THIRTY-SEVENTH SCHEDULE**  
**SOCIAL WELFARE DEPARTMENT**

1. Welfare of Women & Children.
2. Welfare of handicapped persons which includes economic rehabilitation prosthetic aids to physically handicapped persons and their training in income generating trades.
3. Grant-in-aid to Voluntary Organization.
4. Homes for orphans.
5. Welfare of poor and destitute.
6. Implementation of Children's Act, Immoral Traffic in Women and Girls Act and such Social Security Scheme.
7. Integrated Child Development Services and functional literacy for Adult Women.
8. Components of Health, Nutrition and Non-Formal Education to children below 6 years and pregnant and nursing mother.
9. The persons with Disability (Equal Opportunities, Protection of Right and Full Participation) Act, 1995.
10. Welfare of Aged (Older) persons.
11. Adoption (In-Country and Inter-Country).
12. Old age pension.
13. Protection of Women from Domestic Violence Act, 2005.
14. Welfare matters relating to Schedule Castes/Scheduled Tribes/Minor Community and Other Backward Classes and Weakers Section of the society.

**EXPLANATION:** The term "Welfare Measures" relating to SCs/STs/MCs under sl. 14 may constitute the following:-

- i) Charities and charitable institutions, charitable and religious endowments to subject dealt within the Department.
  - ii) Matters pertaining to socio-economic, cultural and educational status of SCs/STs/MCs.
  - iii) Funding of Programmes and Projects for the welfare of Scs/Sts including MsDP.
  - iv) Welfare matters relating to NC for STs/SCs.
15. All matters relating to adoption.
  16. All matters relating to Social Defence and Rehabilitation.
  17. National Awards for Women and Children.
  18. Maintenance and Welfare of Parents and Citizens Act, 2007.
  19. Prohibition of Child Marriage Act, 2006.
  20. The Scheduled Tribe, and other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006.
  21. Prevention/Prohibition of Beggary.
  22. Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013

**THIRTY-EIGHTH SCHEDULE**  
**SOIL & WATER CONSERVATION DEPARTMENT**

1. Soil Conservation.
2. Hill-side terracing.
3. Plantation for Soil Conservation coffee and rubber plantation.
4. Utilization of terrace land for other purposes.
5. Contour banding.
6. Soil erosion control works.
7. Stream bank erosion control.
8. Gully control measures.
9. Water extension dams/water harvesting.

**THIRTY-NINTH SCHEDULE**  
**SPORTS & YOUTH SERVICES DEPARTMENT**

1. Policy and Promotion of Sports and Games.
2. State Sports Council.
3. Bharat Scouts and Guides.
4. All Youth Welfare Activities.

**FORTIETH SCHEDULE**  
**TAXATION DEPARTMENT]**

1. Policy on Taxes and its related matters.
2. Profession Tax collected under the Mizoram Profession Trades calling employment and Taxation Act.
3. Value Added Tax under Mizoram Value Added Tax Act 2005.
4. Central Sales Tax Act collected under Central Sales Tax Act, 1956.
5. Entertainment/Luxury Tax under The Assam Amusement & Betting Tax Act, 1939 adopted in Mizoram.
6. Taxes on Sales of Petroleum and Petroleum Product including Motor Spirit and Lubricant Taxation Act, 1973.
7. Registration of Societies under the Mizoram Societies Registration Act, 2005.
8. Registration of Firms under the Indian Partnership Act, 1932.

**FORTY-FIRST SCHEDULE**  
**TOURISM DEPARTMENT**

1. Development of Tourism.
2. Administration of Tourist Lodges, Yatri Niwas, etc.
3. Conducted Tours.

**FORTY-SECOND SCHEDULE**  
**TRADE & COMMERCE DEPARTMENT**

1. Promotion and regulation of trade and commerce subject to provision of entry 33 of list in the 7<sup>th</sup> Schedule of the Constitution.
2. Trading by Non-Tribal (Regulation) Act, 1974 and Rules thereunder.
3. Border Trades.
4. Agriculture marketing including Sericulture product.
5. Regulated Markets.
6. Establishment of market yards and trade centers..
7. Inter-State Trade:(a) Market Regulation;(b) Market Rules;
8. All matters of ASIDE Schemes except its production/manufacturing component.
9. State Level Export Promotion Committee (SLEPC) for clearance of all Projects under ASIDE Scheme.
10. Collection of Toll Taxes on Indo-Myanmar Bridge over Tiau River.
11. Bamboo Development Agency as fund canalizing agency for ASIDE Scheme.
12. The Competition Act, 2002.

**FORTY THIRD SCHEDULE**  
**TRANSPORT DEPARTMENT**

1. General Transport.
2. Motor Vehicles.
3. Motors Vehicles Taxation/Registration Act and Rules thereunder.
4. State Transport Authority.
5. Condemnation of Government Vehicles.
6. Railways and matters connected therewith.
7. All permits relating to movements of vehicles.

**FORTY-FOURTH SCHEDULE**  
**URBAN DEVELOPMENT & POVERTY ALLEVIATION DEPARTMENT**

1. Urban Development & Urban Renewal and allied matters.
2. Urban Poverty Alleviation, Employment for the Urban Poor & Related Matters.
3. Projects related to 10% Lump Sum Grant for North Eastern Region on Urban Development & Urban Poverty Alleviation.
4. Slum Development/Re-development.
5. Urban Sanitation & Solid Waste Management.
6. Urban Sewerage and Septage Management under JNNURM, Mission projects of ADB/World Bank/JICA sponsored by Govt. of India.
7. Town & Country Planning administration which includes:-
  - (a) The Mizoram Urban and Regional Development Act, 1990 and Rules there under;
  - (b) The Urban Development Plan Formulation and Implementation Guidelines, 1996;
  - (c) The National Building Code of India under the Bureau of Indian Standard Act, 1986.
8. City Development Plan for Urban regions.
9. Aizawl Solar City Project.
10. Urban Housing, Residential Tenancy, Titling & Related Matters.
11. Integrated Development of Small & Medium Towns (Urban areas).
12. Municipalities.
13. City/Town and Regional Development Authorities (Aizawl Development Authority etc.).

14. State Election Commission.
15. Safeguarding the weaker sections of society including the physical and mental handicapped persons within the AMC areas.
16. Urban Transport.

**FORTY-FIFTH SCHEDULE**  
**VIGILANCE DEPARTMENT**

1. All matters connected with Vigilance work.
2. Anti-corruption measures.
3. Property Returns of Gazetted Officers.
4. Advice on C.C.S (CCA) Rules, 1965.
5. Advice on Government servant (Conduct) Rules, 1964.
6. Matters relating to Vigilance Commission.
7. Public Grievances.
8. Matters relating to Establishment & Administration of ACB.
9. Reference of cases to CBI.