GOVERNMENT OF NAGALAND
PERSONNEL & ADMINISTRATIVE REFORMS DEPARTMENT
(ADMINISTRATIVE REFORMS BRANCH)
NAGALAND: KOHIMA

No.AR-3/GEN-378/2020 (VOL-I) 578 **Dated: Kohima, the 26th May, 2026**

OFFICE MEMORANDUM

Sub: Relaxation of Qualifying Years of Service for promotion.

I. In pursuance to Shri. Sushil Kumar Patel, IAS Committee report, the Governor of Nagaland is pleased to revise the policy for relaxation of the qualifying length of service for promotion, with the laid down conditions as follows:

a. Henceforth, Promotions will be effected only through Departmental Promotion Committee (DPC) which will decide as per the Service Rules without any provision of relaxation.

b. Relaxation of prescribed qualifying length of service for Officiating Promotions will be permitted only for those Government employees who have been confirmed in service and have served a minimum of 20 years of cumulative service and after a minimum of 1 (one) year of service at the immediate lower rank, with prior clearance of the P&AR Department. However, regularization of their Officiating Promotions will be effected by the DPC only after completion of the eligibility qualifying length of service prescribed in the Recruitment Rules/Service Rules.

c. **(i).** In the case of Head of Departments (HODs), relaxation of prescribed qualifying length of service for promotions will be permitted to an officer on completion of 6(six) months in the immediate lower rank and subsequent regularization by the DPC, subject to completion of 25 years of cumulative service.

(ii). In case of Departments headed by cadre Officers in the post of Principal Director or Engineer-in-Chief, an Officer in the rank of Director/Chief Engineer on completion of 6 (Six) months in the combined grade of Addl. Director/Addl. Chief Engineer and Director/Chief Engineer may be promoted on officiating basis as Head of Department (HoD) subject to regularization by the DPC in the immediate lower rank as Director/Chief Engineer with prior clearance of P&AR Department and subject to completion of 25 years of cumulative service.

d. Relaxation of prescribed qualifying length of service for promotions to the highest posts of the cadre such as NCS, NPS, NSS, Nagaland State Forest Services and the Ministerial Services will be permitted to an officer having served a minimum period of 6 (six) months in the immediate lower rank.

e. The relaxation of prescribed qualifying length of service for cases covered in point '**c**' and '**d**' above will be permitted only with prior clearance of P&AR Department.

f. Cases of Officiating Promotion carried out, if any without the clearance of the P&AR Department, shall be dealt with as under:

(i). Pay-slip shall not be issued by the office of the Principal Accountant General, Nagaland or the Directorate of Treasuries & Accounts, Kohima or Office of Senior Treasury Officers, as the case may be.

(ii). The Departmental Promotion Committee shall not entertain any proposal for regularization of the Officiating Promotion.

(iii). Disciplinary action against the erring Administrative Head/Head of Department shall be invariably instituted.

g. All Officiating Promotions carried out without the clearance of the P&AR Department prior to the issue of this Office Memorandum are to be immediately placed before the Departmental Promotion Committee for regularization after obtaining the ex post facto clearance of the P&AR Department, failing which the Principal Accountant General, Nagaland and other designated authorities shall not renew or issue any fresh pay slip against such cases.

h. Relaxation of prescribed qualifying length of service for promotions **shall not be available in entry level/direct recruitment post,** as the incumbents holding the post are required to gain adequate experience in terms of prescribed length of qualifying service before being promoted to the next higher level.

i. The revised policy will come into force from the date of issue of this O.M. and shall include all cases cleared by P&AR Department but yet to be regularized by the DPC.

j. Any anticipated issues that may arise from implementation of this O.M. may be addressed by amending the respective Service Rules accordingly.

k. This supersedes Office Memorandum No.AR-3/GEN-174/2007(Pt) dated 17.12.2014, 20.06.2019, 29.08.2019, 05.04.2021 & 04.06.2025, and OM No.AR-1/8/88 Dated 19.01.2018 & 2.04.2019 and all earlier instructions issued by the State Government in this regard.

II. This is issued with the approval of the Cabinet vide No. CAB-1/14/2023, Dt. 24/03/2026.

Sd/-SENTIYANGER IMCHEN, IAS
Chief Secretary to the Govt. of Nagaland

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Copy to:

1. The Commissioner & Secretary to the Governor of Nagaland, Lok Bhavan, Nagaland, Kohima.
2. The Principal Secretary to the Chief Minister, Nagaland, Kohima.
3. The PPS to Deputy Chief Ministers, Nagaland, Kohima.
4. The PS to the Speaker, Nagaland Legislative Assembly, Kohima.
5. The PS to all Ministers/Advisors, Nagaland, Kohima.
6. The PPS to the Chief Secretary, Nagaland, Kohima.
7. All Administrative Heads of Departments, Nagaland, Kohima.
8. The Principal Accountant General, Nagaland, Kohima.
9. All Heads of Department, Nagaland.
10. The Director, IT&C with a request to upload in P&AR Department's website.
11. The Director, Printing & Stationery, Nagaland, Kohima for publication in the Official Gazette.
12. Office copy.

26/5/26

(RENBONI MOZHUI) NCS
Secretary to the Govt. of Nagaland