

**GOVERNMENT OF NAGALAND**  
**Personnel and Administrative Reforms Department**  
**(Personnel 'A' Branch)**

Dated Kohima, the 21<sup>st</sup> Dec. 2012

**NOTIFICATION**

**No. PAR/XC-08/2011:** It is hereby notified that the following stipulations shall regulate the service-conditions of those employees posted in the Budget and Monitoring Cell till such time the requisite regulations or Service Rules, as the case may be are framed. It shall be known as the Terms of Reference for Officers and Staff of the Budget and Monitoring Cell.

- i. The officers/staff posted in the Budget & Monitoring Cell drawn from the Nagaland Secretariat Service shall continue in the Cell till they reach the level of Deputy Secretary in the parent cadre. Once they reach this level, they may be posted to other branches in the Civil Secretariat, thus making way for eligible candidates from (Nagaland Secretariat Service) NSS to fill up their posts in order to maintain continuity. However, any officer/staff, whose services are required by the State Government, may continue in the Cell even after reaching Deputy Secretary level in the parent cadre, in the interest of the State.
- ii. Few officers / staff who are posted from Treasuries & Accounts shall continue in the Cell till they reach the level of Deputy Director in the parent cadre, except for those whose service is absolutely required, even after they reach this level in the parent cadre, in the interest of the State. However, once they reach the level of Deputy Director or retire from service, their posts will not be filled up by bringing any officers/staff from the Treasuries & Accounts Department as it is expected that Budget & Monitoring Cell in the near future shall have to be fully manned by the officials of the NSSA except for those officers / Staff whose expertise and technical competence are required by the State Government in the Budget and Monitoring Cell.
- iii. Any Officer / Staff who are not found to be efficient or unable to cope up with the works of the Budget & Monitoring Cell shall have to be reverted back to the parent department even before reaching the levels as indicated in Para (i) & (ii) above.
- iv. All officer / Staff posted in the Budget & Monitoring Cell shall be posted by giving them at least one step above their rank in the parent cadre, as incentive. In the event of promotion in their parent cadre, the officers / staff would be given up gradation of the posts held by them in the Budget & Monitoring Cell. However, they cannot claim seniority over their seniors in their parent department on return to their parent cadres by virtue of holding higher responsibility / post in the Budget & Monitoring Cell.
- v. The functioning of Budget and Monitoring Cell will be reviewed from time to time by the Civil Services Board (CSB), where the Financial Commissioner shall be invited as a special invitee. The CSB shall recommend persons to be taken out of the Cell and new persons to be inducted into the Cell. However, induction into the Cell will be at the Secretariat Assistant Level.
- vi. All the Service records of the officers / Staffs posted at the Budget & Monitoring Cell shall be maintained by the P&AR Department.

**Sd/- LALTHARA**  
Chief Secretary to the Govt. of Nagaland