

**Government of Nagaland
Personnel and Administrative Reforms Department
(Administrative Reforms Branch)**

NOTIFICATION

Dated, Kohima, the 31st March, 2015.

No. AR-13/5/89 : : In continuation of this Department's Notification of even number dated 11th February, 2002 and 16th November, 2006, it is hereby clarified that the posts of Head Assistant, Class-III wherever there are sanctioned posts in the Districts, the concerned Department should first promote the UDAs (District) to that of Head Assistant, Class-III, non-gazetted and not directly to that of Head Assistant (Sr), Class-II, gazetted. Thereafter, after serving atleast 1(one) year as Head Assistant, Class-III, they will be eligible to be upgraded and promoted as Head Assistant (Sr), provided there are sanctioned posts in the Districts.

2. It is further clarified that the promotions of incumbents holding the post of Head Assistant, Class-III to that of Head Assistant, Class-II shall be personal to the incumbents, and these posts will automatically be reverted back to their original grade of Head Assistant, Class-III as and when the incumbent vacates the post.
3. As per usual practice in the case of upgradation of Head Assistants, the concerned Departments may not refer to the P&AR Department cases for upgradation of the post of Head Assistant, Class-III to that of Head Assistant, Class-II, and the Administrative Departments shall be competent to authorize the upgradation.

Sd/- PANKAJ KUMAR
Chief Secretary to the Govt. of Nagaland.