

MIZORAM PUBLIC SERVICE COMMISSION
Mizoram New Capital Complex, Aizawl

NOTIFICATION

No.A.11017/1/2022-MPSC(DR) Dt. 13/12/2022. Whereas the Mizoram Finance & Accounts Service (Induction) Regulations, 2022 allotted 25% of marks for Seniority, and 25% of marks for PAR for Induction into the Junior Grade of Mizoram Finance & Accounts Service. However, no detailed methodology for allotting marks is provided in the Regulations. Now, therefore, the Mizoram Public Service Commission hereby lays down the following guidelines for evaluation and allotment of marks for Seniority and PAR for induction into the Service:

1. Short title and commencement:

- a) These Guidelines may be called The Mizoram Public Service Commission (Induction to Junior Grade of Mizoram Finance & Accounts Service – Evaluation of Seniority and PAR) Guidelines, 2022.
- b) They shall come into force with immediate effect.

2. Criteria for Evaluation of Seniority:

- a) Seniority of a candidate carries 25% weightage. A minimum of 5 marks shall be allotted to each of the candidates. Thereafter, 2 marks shall be allotted for every completed year of regular service as Audit & Accounts Officer / Accounts Officer under the Government of Mizoram with the upper limit on seniority criteria being fixed at 25 marks.
- b) Service rendered for a period of 6 months or more shall be rounded up as one completed year for determination of weightage under seniority criteria while service rendered for less than 6 months shall be ignored.
- c) Crucial date for determining seniority shall be the 1st August of the year in which the advertisement for induction is issued.

3. Criteria for Evaluation of ACR/PAR:

- a) The PAR carries 25% in the Regulations. The ACR/PAR of the candidates for a period of 5 years shall be considered for assessment and evaluation.
- b) The ACR/PAR for a period of 5 (five) years preceding the year in which the induction is conducted minus one immediate year (i.e. induction year – one immediate year) shall be considered in respect of all the candidates. For example, for considering promotions for vacancy year of 2022-23, the ACRs/PARs of the officers up to the year ending 31.03.2021 should be taken into consideration and not the subsequent ones (i.e. ACRs/PARs for the years 2016-17, 2017-18, 2018-19, 2019-20 and 2020-21 and NOT the ACR/PAR for the year 2021-22). When an ACR/PAR has not been written by the Reporting Authority despite submission of the self-appraisal to the Reporting Authority by the officer reported upon during the relevant period, the Departmental Promotion Committee shall consider the ACR/PAR of one preceding year beyond the relevant period.

- c) Since the Regulations does not specify minimum years of service as Audit & Accounts Officer / Accounts Officer to be eligible for consideration, candidates may not have 5 years ACR/PAR as Audit & Accounts Officer / Accounts Officer. Therefore, the ACR/PAR for the post/grade held by the candidate before holding the post of Audit & Accounts Officer / Accounts Officer should be considered in addition to his/her ACR/PAR as Audit & Accounts Officer / Accounts Officer to complete the 5 years period of ACR/PAR requirement.
- d) ACR ratings will be awarded numerical grading in line with the provisions of the Mizoram State Government Employees (Performance Appraisal Report) Rules, 2010 as follows:
- Officers rated as 'Outstanding' will be given a score of 9.
 Officers rated as 'Very good' will be given a score of 7.
 Officers rated as 'Good' will be given a score of 5.
 Officers rated as 'Average' and 'Below Average' will be given a score of zero.
- e) The performance score shall be obtained by taking the average of the numerical grades obtained by the candidates for the five preceding years as per the formula shown below:

$$\text{PAR}_{\text{AVG}} = (\text{PAR}_1 + \text{PAR}_2 + \text{PAR}_3 + \text{PAR}_4 + \text{PAR}_5)/5$$

$$\text{Performance score} = (\text{PAR}_{\text{AVG}} \times \text{weightage for performance i.e. } 25)/10$$

Illustration: Suppose the grading in PAR of a candidate for the relevant five years are 6, 7, 8, 9 and 6. The PAR_{AVG} shall be as follows:

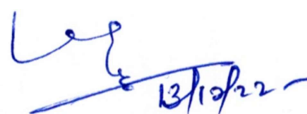
$$\text{PAR}_{\text{AVG}} = (6+7+8+9+6)/5 = 7.2$$

$$\text{Performance score} = (\text{PAR}_{\text{AVG}} \times 25)/10$$

$$= (7.2 \times 25)/10$$

$$= 18$$

4. **Interpretation:** If any question arises as to the interpretation of these guidelines, it shall be decided by the Commission.


 (VANLALMAWIA)
 Secretary