

**GOVERNMENT OF NAGALAND
PERSONNEL & ADMINISTRATIVE REFORMS DEPARTMENT
(ADMINISTRATIVE REFORMS BRANCH)**

NO. AR/GEN-6/16/2026

Dated, Kohima, the 14th September, 2026

OFFICE MEMORANDUM

Subject: Operational Guidelines on Interim Measures for Manpower Rationalisation.

In pursuance to the Cabinet decision vide CAB-1/14/202, Dt. 15/06/2026 and Finance Department's Notification No. FIN/BUD/4-1/SLC-ERRM/WG/2026-27/63, dated 15/07/ 2026, the following interim measures are issued for strict observance and adherence by all Departments and Government establishments:

1. Creation of Posts

- a) Till such time the Working Group on Comprehensive Manpower Rationalization under the State Level Committee on Expenditure Rationalization and Revenue Mobilization (SLC-ERRM) submit its report to the Government, no proposal for creation of new posts shall be processed by any Department.
- b) This shall also apply to post creations under cadre reviews which are currently under submission irrespective of the stage of their consideration.
- c) In exceptional circumstances, the Administrative Department may submit a proposal in the form of Cabinet Memorandum to the Cabinet adequately justifying why the post creation must be examined before the Government notifies a procedure on the basis of the recommendation of the Working Group on Comprehensive Manpower Rationalization under the State Level Committee on Expenditure Rationalization and Revenue Mobilization (SLC-ERRM). Provided that the approval of the Cabinet to consider or endorse such justification shall not, by itself, be deemed as approval for creation of the posts. Approval for creation of posts shall also not, by itself, be deemed as approval for filling or recruitment against such posts, which shall require separate approval in accordance with the prescribed procedure.

2. Filling up of Vacancies / Fresh Recruitment

- a) No proposal for filling up of vacant posts or fresh recruitment/engagement shall be processed by any Administrative Department without prior examination by the Manpower Rationalisation Committee (MRC).
- b) For the purpose of this Office Memorandum, "fresh recruitment" shall include appointments by way of direct recruitment, contractual appointment, fixed-pay appointment, co-terminus appointments from State resources and for which funds have not been already approved/budgeted, or any other mode resulting in induction of new personnel against sanctioned or newly created posts.
- c) Every proposal for filling up vacancies, whether arising from retirement or consequent upon creation of posts, shall first be submitted to the MRC for examination after obtaining the

requisite clearances from the P&AR Department and the Finance Department, wherever applicable

- d) Upon recommendation of the MRC, the proposal shall be placed for consideration before the State Level Committee on Expenditure Rationalisation and Revenue Mobilisation (SLC-ERRM) by the P&AR Department.
- e) Only after examination and recommendation of the MRC and the SLC-ERRM shall the proposal be submitted to the State Cabinet for a final decision.
- f) No Administrative Department, Head of Department, Board, State PSU, State Corporation or Government Institution shall issue any advertisement, requisition vacancies to the NPSC/NSSB/DRB/DLRB or any other recruiting agency without obtaining the recommendation of the MRC, State Level Committee on Expenditure Rationalisation and Revenue Mobilisation (SLC-ERRM), and decision of the Cabinet in accordance with these instructions.

3. **Manpower Expansion**

- a) The Departments shall refrain from initiating any proposal involving expansion of manpower, including creation of new establishments, additional manpower, or enhancement of sanctioned strength and upgradation of posts without the prior concurrence of the Finance Department, provided that the concurrence of the Finance Department shall not bar P&AR Department, Manpower Rationalization Committee and the State Level Committee on Expenditure Rationalisation and Revenue Mobilisation (SLC-ERRM) from reviewing the proposal.

4. **Compliance**

- a) All Administrative Departments, Heads of Departments, Boards, State PSUs, State Corporations and Government Institutions shall ensure strict compliance with the above interim measures.
 - b) Any proposal submitted in contravention of these instructions shall not be processed and shall be returned to the Administrative Department concerned for compliance with the prescribed procedure.
 - c) All proposals already submitted but pending consideration on the date of issuance of these instructions shall be returned to the respective Administrative Departments for submission of fresh proposals in accordance with these provisions.
5. These instructions shall remain in force until further orders or until the Government issues revised directions based on the recommendations of the Working Group on Comprehensive Manpower Rationalisation.
6. These instructions shall apply to all proposals involving induction of fresh manpower and post creation from the State resources or mode of recruitment, and barring exemption specified at sl. no.7, the O.M. shall apply to all proposals that are currently in progress or under consideration before the competent authorities/departments, unless specifically exempted by a decision of the State Cabinet.

7. Recruitment processes for which advertisements have already been issued or requisitions have already been placed with the NPSC/NSSB/DRB/DLRB prior to the issuance of this Office Memorandum shall not be affected by these instructions. Provided that, with effect from the date of the Notification of constitution of the Working Group on Comprehensive Manpower Rationalisation i.e. 15th July, 2026, the NPSC & NSSB, shall not accept any fresh requisition for recruitment unless the proposal has first obtained the approval of the State Level Committee (SLC) and the Cabinet, as prescribed under these instructions.
8. Compassionate Appointment cases are exempted from the purview of this O.M.
9. This O.M is issued with concurrence of Finance Department vide U.O No. 403, Dt. 02/09/2026.

Sd/-SENTIYANGER IMCHEN, IAS

Chief Secretary to the Govt. of Nagaland

Dated, Kohima, the 14th September, 2026

NO. AR/GEN-6/16/2026

Copy to:

1. The Commissioner & Secretary to Governor of Nagaland, Lok Bhavan, Kohima.
2. The Principal Secretary to Chief Minister, Nagaland, Kohima.
3. The PS to Deputy Chief Ministers, Nagaland, Kohima.
4. The PS to Speaker/Deputy Speaker, Nagaland, Kohima.
5. The PS to Ministers/Advisors, Nagaland, Kohima.
6. The Joint Secretary to Chief Secretary, Nagaland, Kohima
7. The Additional Chief Secretary & Director General, ATI, Nagaland, Kohima.
8. The Finance Commissioner, Nagaland, Kohima.
9. All Administrative Heads of Departments, Nagaland, Kohima.
10. The Secretary, NPSC/NSSB, Kohima for information and necessary action.
11. The Secretary, Nagaland Lokayukta/Nagaland Information Commission, Kohima.
12. All Heads of Departments, Nagaland, Kohima/Dimapur.
13. The Director, Printing and Stationery, Nagaland, Kohima for publication in the Official Gazette.
14. The Director, IT&C, Nagaland, Kohima for uploading the OM on P&AR's website.
15. Office Copy.


(ABHIJIT SINHA) IAS

Principal Secretary to the Govt. of Nagaland