

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

No. AR-3/Gen-58/2001

Dated Kohima, the ²⁶th August, 2009.

OFFICE MEMORANDUM

Sub: Clarification on promotion of Stenographer and Typists.

It has come to the notice of the Government that many Departments are sending proposals for upgradation of Stenographers and Typists in the Departments who have passed the Departmental exam and on completion of the qualifying years prescribed for them. It is now clarified that, the Departments' concerned should promote Stenographers and Typists **upto Grade-I level personal** to them after they passed the prescribed Speed Test conducted by the NPSC, and on completion of the qualifying years prescribed for each grade without sending the proposal to the P&AR Department, Finance Department, Upgradation Committee and the Cabinet.


Sd/- **TEMJEN TOY**
Commr & Secretary to the Govt. of Nagaland.

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Copy to :-

1. The Secretary to the Governor of Nagaland, Raj Bhavan, Kohima.
2. The Commissioner & Secretary to the Chief Minister, Nagaland, Kohima.
3. The P.S. to the Speaker/Deputy Speaker, Nagaland Legislative Assembly, Kohima.
4. The P.S to all Ministers, Nagaland, Kohima.
5. The OSD to the Chief Secretary, Nagaland, Kohima.
6. All Additional Chief Secretaries/ Principal Secretaries/Commissioner & Secretaries/Secretaries/Additional Secretaries, Nagaland, Kohima.
7. The Secretary, Nagaland Legislative Assembly/NPSC/Vigilance Commission.
8. All Heads of Department, Nagaland.
9. All Nagaland Houses.
10. All Deputy Commissioners/Additional Deputy Commissioners, Nagaland.
11. The Publisher, Nagaland Gazette, Kohima, Nagaland.


(**KHRIEASATONUO**)
Joint Secretary to the Govt. of Nagaland