



No.F.23012/4/2013-GAD
GOVERNMENT OF MIZORAM
GENERAL ADMINISTRATION DEPARTMENT

1st Floor
Mizoram Secretariat
MINECO,
Aizawl-796001, Mizoram

OFFICE MEMORANDUM

Dated Aizawl, the 13th September, 2022

In the interest of public service, the Competent Authority is pleased to notify that the office working hours on all 5 (five) working days (Monday to Friday) during Winter Season and Summer Season for all offices under the Government of Mizoram including offices of organizations/bodies owned or controlled by the Government of Mizoram shall be as shown below:

Sl. No.	PLACES	<u>WINTER TIMING</u> 3 rd October, 2022 to 17 th February, 2023	<u>SUMMER TIMING</u> 20 th February, 2023 to 29 th September, 2023
1.	Mizoram and Mizoram Houses in North East States	9:00 AM to 4:00 PM	9:00 AM to 5:00 PM
2.	Mizoram Houses in other places viz., New Delhi, Kolkata, Mumbai and Bengaluru	9:30 AM to 5:00 PM	9:30 AM to 5:30 PM

All the Controlling Officers concerned are requested to take notice and ensure that the timings are scrupulously followed.

Sd/-H. LALENGMAWIA

Commissioner & Secretary to the Govt. of Mizoram
General Administration Department

Dated Aizawl, the 13th September, 2022

Memo No.F.23012/4/2013-GAD

Copy to:

1. Secretary to Governor, Mizoram
2. P.S. to Chief Minister, Mizoram
3. P.S. to Deputy Chief Minister Mizoram
4. Sr. P.P.S. to Chief Secretary, Govt. of Mizoram.
5. P.S. to Speaker/Ministers/Dy. Speaker/Minister of State/Vice-Chairman, State Planning Board, Mizoram.
6. All Principal Secretaries/Commissioners/Secretaries/Special Secretaries, Govt. of Mizoram.
7. All Vice-Chairmen of SEDP Boards.
8. Secretary, MPSC/MSIC/SEC/Lok Ayukta, Mizoram
9. Secretary, Mizoram Legislative Assembly
10. All Administrative Departments, Govt. of Mizoram
11. All Head of Departments, Govt. of Mizoram.
12. Managing Directors/CEOs, Boards/Corporations under Govt. of Mizoram
13. Deputy Secretary, Ministry of Personnel Public Grievances and Pensions, Department of Personnel and Training North Block, New Delhi
14. Accountant General, Mizoram
15. All Central Government Offices in Mizoram
16. Registrar, Gauhati High Court, Aizawl Bench
17. Secretary, North Eastern Council, Shillong
18. Resident Commissioner, New Delhi / Joint Resident Commissioner, Kolkata and Bengaluru / Deputy Resident Commissioner, Gawahati, Shillong, Silchar and Mumbai, Govt. of Mizoram
19. Executive Secretaries, Lai/Mara/Chakma Autonomous District Councils, Mizoram
20. Regional Manager, SBI, Regional Business Office, Babutlang, Aizawl
21. Director I&PR, Govt. of Mizoram
22. Controller of P&S, Mizoram with 6(six) spare copies with a request to publish in Mizoram Gazette.
23. Web Manager, GAD
24. Guard File

(LALENGMAWIA)

Under Secretary to the Govt. of Mizoram
General Administration Department