

**No. A. 43013/6/04 - LJD**  
**GOVERNMENT OF MIZORAM**  
**LAW AND JUDICIAL DEPARTMENT**

.....

Dated Aizawl, the 18<sup>th</sup> April, 2012

**OFFICE MEMORANDUM**

Instances have come to the notice of the competent authorities in the Law & Judicial Department that Bills/draft Rules/Regulations vetted by Law & Judicial Department are sometimes presented in the Assembly House without incorporating corrections and without proof-reading as advised by the Law & Judicial Department, thereby causing huge embarrassment to the House and the concerned departments. It has also been experienced that some Departments are used to send draft Bills, Rules, M.O.U.s, Agreements, etc. to Law & Judicial Department without proper examination and thorough study, leaving all the burden including basic clerical mistakes to be corrected on the shoulder of the Law & Judicial Department and this consumes a lot of energy and time resulting in slow-delivery of services.

In order to remove such difficulties as far as possible, a meeting was convened under the chairmanship of Hon'ble Minister, Law & Judicial Department. The matter was discussed with all concern and it was unanimously resolved that all Departments should strictly follow the following advisories while sending draft Bills, Rules, M.O.U.s, etc. for vetting to the Law & Judicial Department. :-

1. When any draft Bills, Rules, Regulations etc. is submitted for vetting the Department should meticulously go through the provisions of the Bills, Rules etc. and to make basic corrections like typing mistakes, grammatical errors, punctuation marks etc. so that the Law & Judicial Department can devote itself to looking into legislative and legal parameters of such draftings, and other legal provisions resulting in quicker disposal of such matters.

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2. Draft Bills must be complete in all respects meaning that it should have as its enclosures – (a) Statement of objects and Reasons, (b) Financial Memorandum and (c) Memorandum of Delegated Legislation. With the draft Bills, Rules, Regulations, if these are intended to repeal any earlier Acts, Rules or Regulations, then a copy of up-to-date text of such earlier Act, Rules or Regulations, as the case may be, should also be supplied alongwith the draft.
3. No draft Ordinance should be sent for vetting if the Assembly Session has already been summoned or about to be summoned by the Governor.
4. For vetting of draft Bills, Rules, etc. soft copy and hard copy should be sent to the Law & Judicial Department by the department concerned, with 2 (two) blank C.Ds The vetted soft copy and hard copy shall be returned to the Department concerned with a copy to the Parliamentary Affairs for their examination before presenting it to the Assembly.
5. For Vetting of M.O.U/Agreement, etc the concerned Departments should study the merits and demerits from all angles. Special attention must be paid to the provisions in regard to the time allotted, price revision, rate and time for payment of fee to be given by the department to the Firm/Work Agencies should be strictly fixed in accordance with the project so that undue advantage is not taken by the Contractors/Work Agencies.
6. To facilitate quicker vetting in such cases, the draft M.O.U/Agreement for works contract, must be accompanied with (a) copy of newspaper showing publication of the related NIT, (b) recommendation of the State Purchase Advisory Board/Departmental Purchase Advisory Board/State Works Advisory Board, as the case may be, (c) copy of Company

Registration Certificate with CIN No. of the firm with which such M.O.U/Agreement/Contract is to be made. Any M.O.U/Agreement for appointment or borrowing the services of a consultant or for any Joint Venture, the terms and conditions should be in strict conformity with the Guidelines issued by the State Finance Department and by the Planning Commission of India wherever it applies.

**Sd/- SAINGURA SAILO**  
Addl. Secretary to the Govt. of Mizoram

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Memo No. A. 43013/6/04 – LJD : Dated Aizawl, the 18<sup>th</sup> April, 2012

Copy to:-

1. P.P.S. to Chief Secretary, Govt. of Mizoram.
2. All Administrative Department, Govt. of Mizoram.
3. All Head of Department, Govt. of Mizoram.
4. Guard File

*18/4/2012*  
**(VANLALCHHUANGI)**  
Under Secretary to the Govt. of Mizoram

*18/4/12*.....

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