

**No.A.60011/2/2012-DTC**  
**GOVERNMENT OF MIZORAM**  
**DIRECTORATE OF TRADE & COMMERCE**

*Dated Aizawl, the \_\_\_\_ May, 2016*

**OFFICE ORDER**

Work distribution of all staff under Trade & Commerce Department is hereby issued in the interest of Public services and smooth functioning of office. This order shall superceed all other work distributions and shall be complied with immediate effect.

**Establishment Section :**

- |   |  |
|---|--|
| 1. Pi Lalthianghlimi, Assistant         | - 1. Medical Reimbursement<br>2. GPF<br>3. T.A. of Officer/Staff<br>4. Any other personal claims   |
| 2. Pu T. Lalbuanga, Assistant           | - 1. Pension matters<br>2. MAMCO<br>3. Training Matters<br>4. Trading Regulation<br>5. Agriculture Marketing Act & Rules<br>6. AGMARKNET |
| 3. Pi H. Lalzamliani, UDC               | - Establishment Matters including Leave, DPC, Promotion, Seniority, Recruitment Rules allocation of Business Rules, Service Book Act.    |
| 4. Pi C. Lalthlamuani, UDC              | - ASIDE & Border Trade   |
| 5. Pu David C. Zoliana, UDC             | - Matters relating to vehicle, M/R, POL  |
| 6. Pu Vanlalpara, Marketing Inspector   | - RFD, MRC/CSS   |
| 7. Pi Ramnunmawii, LDC                  | - 1. Stationery<br>2. A.Q.<br>3. RTI   |
| 8. Pi Biakhmunsiami, LDC                | - 1. PAR, ACR, Property return<br>2. Notification, Important Days, etc.  |
| 9. Pi R. Lalmuanpuii, Market Checker    | - Issue & Receipt  |
| 10. Pi Lalnunhlui, Computer Operator    | - Computer Operator  |
| 11. Pu C. Lalhmingliana, Market Checker | - Computer Operator  |

**Account Section :**

1. Pu H. Lalzirliana, Assistant - Accountant, Annual Plan & Budget, Longterm Loan, etc.
2. Pi Vanlalneli, Assistant - Cashier
3. Pi Laldinpuii, UDC - To function as Bill Assistant
4. Pu C. Chuausangliana, Market Checker - To function as Bill Assistant
5. Pu Lawrence Ramnghahmawia, LDC - Computer Operator, RFD

**Market Section :**

1. Pi Lalhlimpuii, UDC -
  1. All matters relating to Markets.
  2. Garbage disposal/Collection of Market rent fees.
2. Pi Lianhmingthangi, UDC -
  1. Construction/repair of markets
  2. Issue of Permits
3. Pi Margareth Lalchhuanawmi, LDC - She will assist Pi Lalhlimpuii, UDC
4. Pi Lalmuanpuii, Data Operator - Data Operator, AGMARKNET

**Sd/- H.D. LALRINTLUANGA**

Joint Director,  
Trade & Commerce.

***Memo. No.A.60011/2/2012-DTC***

Copy to :-

1. All Officers for information.
2. Marketing Inspector i/c New Market, Bawngkawn, vaivakawn, Ngaizel for information.
3. Persons concerned for information and necessary compliance.
4. Office Order Book.

***Dated Aizawl, the \_\_\_\_\_ May, 2016.***

**( H.D. LALRINTLUANGA )**

Joint Director,  
Trade & Commerce.