

No.AR-15012/1/2024-SECT-1-AR 109
GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF ADMINISTRATIVE REFORMS & TRAINING
CIVIL SECRETARIAT, BLOCK NO.4, 5TH FLOOR
ITANAGAR - 791111



Dated, Itanagar the 17th March, 2025

PUBLIC NOTICE

Concerning the Public Notice issued vide No.AR-15012/1/2024-SECT-1-AR/637 dated 4th December, 2024 and subsequent Public Notice No.AR-15012/1/2024-SECT-1-AR dated 21st January, 2025, the Governor of Arunachal Pradesh is pleased to further extend the closing date for submission of applications from the citizens of India to fill up the post of Chairperson and Member, Administrative Reforms Commission (ARC).

The last date for submission of application is extended up to **30th April 2025**.

The detailed information about the job profile and expectations of the State Government from the proposed Administrative Reforms Commission (ARC) and the terms of appointment and format for submission of application are available on the website "<https://arungovard.nic.in>".

The desiring candidates are requested to check the above website and submit their application along with all its enclosures in electronic format at email **secy-part-arn@nic.in** on or before **30th April, 2025**.

Digitally signed by

Mari Angu

(Dr. Mari Angu)

Date: 18-03-2025 11:12:19 Joint Secretary to the
Government of Arunachal Pradesh.

To

1. The Director of Information and public Relations, Government of Arunachal Pradesh, Naharlagun. He is requested to get it published in 2(two) national dailies each in Hindi and English and 4(four) local/regional dailies for wide circulations.
2. Office copy.

No AR-15012/1/2024-SECT-1-AR / 636

GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF ADMINISTRATIVE REFORMS & TRAINING
CIVIL SECRETARIAT, BLOCK NO.2, 5TH FLOOR
ITANAGAR - 791 111



Dated Itanagar the 4th December, 2024

ADVERTISEMENT

The Government of Arunachal Pradesh vide Notification No.AR-15012/1/2024-SECT-1-AR dated 06/11/2024 had constituted an Administrative Reforms Commission (ARC) to examine the current scope and functioning of the Government of Arunachal Pradesh, and suggest steps to be taken in light of the changing socio-economic circumstances and to enable the State to contribute effectively to the achievement of the India Vision 2047.

Now, therefore, the Governor of Arunachal Pradesh is pleased to invite applications from the citizens of India for filling up of following posts in the Administrative Reforms Commission in terms of Notification No.AR-15012/1/2024-SECT-1-AR dated 06/11/2024 for smooth functioning of the said Administrative Reforms Commission.

(1) **Chairperson** - A Retired Secretary/Additional Secretary to the Government of India (or equivalent), or Retired Chief Secretary to the State Government (or equivalent) are eligible to apply.

(2) **Member**- A retired officer of the All-India Services/Central Civil Services/State Civil Services are eligible to apply: -

1. **Tenure & Other Terms and conditions:** The maximum tenure of the Administrative Reforms Commission shall be 01(one) year. The other terms and conditions of appointment herein not specified shall be in accordance with the Government Notification No. AR-15012/1/2024-SECT-1-AR dated 06/11/2024. The details about the job profile and expectations of the State Government from the proposed Administrative Reforms Commission are also available in the above stated Notification dated 06/11/2024 (Copy attached).
2. Interested candidates shall submit their application in the prescribed format as enclosed at **Annexure - A** along with testimonial at e-mail id **secy-part-arn@nic.in**. The submission of application in electronic format is mandatory and the time of receipt of e-mail would decide as to whether an application is submitted in time or late.
3. Closing date of application is **17th January 2025**. No application will be entertained after the closing date.

Note: - Incomplete application will be summarily rejected. Self attested/Certified copies of the certificates of Educational/ Experience/ Release order etc. shall only be enclosed with application. Original Certificate may not be enclosed. Applicants shall specifically mention against which post they are applying i.e whether the to the post of the Chairperson (ARC) or to the post of the Member (ARC).

Digitally signed by
Yashpal Garg
Commissioner to the
Government of Arunachal Pradesh
Date: 04-12-2024 10:01:11

ANNEXURE-A

**GOVERNMENT OF ARUNACHAL PRADESH
ADMINISTRATIVE REFORMS DEPARTMENT
ITANAGAR**

Please affix latest
passport size
photo

**APPLICATION TO THE POST OF (CHAIRPERSON / MEMBER),
ADMINISTRATIVE REFORMS COMMISSION**

| Please Tick the post applying for | Chairman | | Member | | |
|-----------------------------------|---|--|----------------------------------|--------------------------|----------------------|
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| 1 | Name of the Applicant (In Block Letters) | | | | |
| 2 | Service/Batch | | | | |
| 3 | Father's/Husband name | | | | |
| 4 | Date of Birth and age (in Christian era as recorded in the matriculation certificate) | Date | Month | Year | Age as on 01/01/2025 |
| | | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 5 | Permanent address | Village PO/PS District State Pin Code | | | |
| 6 | Present address | Village PO/PS District State PIN code Contact no(M) Email-id | | | |
| 7 | Religion /caste | | | | |
| 8 | Educational/professional qualification | Qualification | Name of Board/ University | Year of passing | % of marks |
| | | Graduation | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| | | PG | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| | | Doctorate | <input type="text"/> | <input type="text"/> | <input type="text"/> |

| | | | | | |
|----|--|-----------------------------|-----------|------------------------|--|
| | | Professional Qualifications | | | |
| 9 | Any other qualification/ training etc, relevant for being considered for Administrative Reforms Commission(ARC). | | | | |
| 10 | Date of retirement | | | | |
| 11 | Pay Level in the pay Matrix(at the time of Retirement) | | | | |
| 12 | Salary drawn at the time of retirement | | | | |
| 13 | Present pension, if any | | | | |
| 14 | Present occupation | | | | |
| 15 | Brief service particular /experience | | | | |
| | Period | | Post held | Organization & Station | |
| | From | To | | | |
| | | | | | |
| | | | | | |
| 16 | Additional information if any (achievement/eminence etc) | | | | |
| 17 | State about your suitability for the post applied (Approximate 100 words). May enclose in a separate A-4 sheet. | | | | |

Details of Enclosure

Dated:

Signature of the applicant
(Name of Applicant)



GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF ADMINISTRATIVE REFORMS & TRAINING
CIVIL SECRETARIAT, BLOCK NO.2, 5TH FLOOR
ITANAGAR – 791 111

Dated Itanagar, the 6th November, 2024

NOTIFICATION

No.AR-15012/1/2024-SECT-1-AR::The Governor of Arunachal Pradesh is pleased to constitute an Administrative Reforms Commission to examine the current scope and functioning of the Government of Arunachal Pradesh, and to suggest steps to be taken in light of the changing socio-economic circumstances and to enable the State to contribute effectively to the achievement of the India Vision 2047.

1. Composition of the Commission

- a. Retired Secretary/ Additional Secretary to the Government of India (or equivalent), or Retired Chief Secretary to the State Government (or equivalent) : Chairperson
- b. 1 (one) retired Officer of the All India Services/Central Civil Services/State Civil Services: Member
- c. An officer of the rank of Commissioner/ Secretary to the State Government, as nominated by the State Government: Member Secretary.
- d. Additional staff as may be deputed by the Government of Arunachal Pradesh to assist the Commission.

2. Area of study.

- a. Organizational Structure of the Government of Arunachal Pradesh
- b. Refurbishing of Personnel Administration
- c. Steps to ensure effective District Administration
- d. Social Capital, Trust and Participative Public Service Delivery
- e. Promoting e-governance

3. TERMS OF REFERENCE

(a) Organizational Structure of the Government of Arunachal Pradesh

- i. Review the existing departmental structure and recommend streamlining measures to eliminate redundancies and improve coordination.
- ii. Analyze the workload distribution across Departments and propose realignment, if necessary.
- iii. Evaluate the feasibility of creating new Departments or merging existing ones to better address emerging challenges.
- iv. To revisit and redefine the role of Departments in the context of the evolving role of governance and the need for greater collaboration between and across Departments
- v. Manpower planning and Process re-engineering
- vi. To suggest ways to position administrative services in the modern context of global integration, market emergence, and liberalization
- vii. To examine if the present administrative system of governance is optimally suited to the current developmental needs and the unique socio-economic context of the State

- Viii. To suggest a framework for possible areas where there is a need for governmental regulation (regulators) and those where it should be reduced
- ix. To strengthen the framework for efficient, economical, sensitive, clean, objective, and agile administrative machinery

(b) Refurbishing of Personnel Administration

- i. Review recruitment policies and procedures for government positions, aiming for greater transparency and meritocracy.
- ii. Develop a comprehensive and continuous training and capacity building program including ethics in governance for civil servants at all levels to enhance their skills, knowledge and public connect.
- iii. Analyze existing staff cadres and recommend an efficient structure considering career progression, motivation, and performance management.
- iv. Promote gender equality and inclusion within the civil service by reviewing recruitment and promotion policies.
- v. To review the policy relating to, and all methods of recruitment, training, and placement and suggest changes, if required
- vi. To provide guidelines for enhancing the performance of civil servants and their appraisal
- vii. To study the various existing cadres in the State Government and recommend the most efficient method of cadre management, keeping in mind the State's interest and the need to enhance public service delivery
- viii. To improve methods of cadre management focusing on career progression, motivation, and productivity enhancement
- ix. To strategize for the up gradation of skills and competencies of civil servants and administrative cadres and appropriate interventions for capacity building
- x. To link the performance of Civil Servants and Government personnel to social and economic objectives and outcomes.

(c) Steps to ensure effective District Administration.

- i. To bring about systemic changes to infuse and sustain vibrancy and responsiveness
- ii. To streamline and fine-tune a comprehensive and accessible public grievance handling and redress mechanism
- iii. To devolve and delegate functions and resources to the local levels.
- iv. To examine the coordinating and leadership role of the District Officer in developmental activities and enlisting peoples' participation therein.
- v. To modernize and transform district administration in form and content keeping in mind the centrality thereof in regulating, facilitating and delivering services at the grass-root level.

(d) Social Capital, Trust and Participative Public Service Delivery

- i. To invest in and promote social capital at all levels of government as an instrument of enhancing governmental effectiveness.
- ii. To improve and strengthen the capability of the administration to proactively partner with the local community, particularly in remote and border areas.
- iii. To better the synergy between the government and the Community-Based Organizations (CBOs).

- IV. Increase the people-centricness of administrative approaches.
- V. To ensure greater involvement of people's representatives and the community at large in the conceptualization and execution of programmes.

(e) Promoting e-Governance.

- i. Develop a comprehensive e-governance strategy to streamline government processes, improve service delivery, and enhance transparency, promote the use of Information and Communication Technologies (ICT) for citizen engagement and access to information.
- ii. Prioritize data security and privacy measures within the e-governance framework.
- iii. To reduce red tape, delay, and inconveniences through technology interventions, including the use of modern tools, techniques, and instruments of e-governance and AI.
- IV. To promote knowledge sharing to realize continuous improvement in the quality of governance.

4. **Pay , allowances & other terms and conditions of service of the Chairman and Member(s) of the Administrative Reforms Commission & Additional Staff.**

- i. **Pay** – The pay, while functioning as Chairman or Member of Administrative Reforms Commission plus the gross amount of his pension and /or pension equivalent of other forms of retirement benefit shall not exceed the last pay (basic pay and allowances) drawn before his retirement.
- ii. **Dearness Allowance:** No Dearness Allowance or any other allowances will be allowed during the period.
- iii. **TA/DA:** The Chairman/Member will be entitled to TA/DA for his absence from his Headquarters on official purpose as per rules applicable to other regular Government employees of his status/grade.
- IV. **Residential Accommodation:-** It will not be binding on the Government to provide residential accommodation to the Chairman/Member. However, Govt may consider, on case to case basis, to provide residential accommodation during the period .
- V. **Allowances:-** The Chairman/Member will not be entitled to any local allowances, children education allowances/ reimbursement of tuition fee etc as admissible to other regular Government employees.
- VI. **Staff:** Additional Staff as may be deputed by the Government of Arunachal Pradesh to assist the Commission as per requirement.
- VII. **Office Accommodation:** Office accommodation will be provided to the Commission.
- VIII. **Transportation Facilities:** Vehicles will be provided to the Commission as per entitlement from General pool of Transport Department.

5. **Timeline and Working Procedures**

- i. The maximum tenure of the Commission shall be 01(one) year . The Commission shall submit its first Report within 6 (six) months of its constitution and subsequent reports in every 3 months thereafter.
- ii. The commission will be empowered to gather information through meetings, public consultations, data analysis, and field visits.
- iii. The commission will adopt transparent working procedures and hold regular meetings to

discuss its findings and recommendations.

- IV. The Commission may make any other recommendation arising from the above matters or incidental to them or considered necessary or appropriate by the Commission.
- V. Office accommodation & staff shall be provided as per requirement.
- VI. Anything not specially specified herein shall be provided as decided by the Government of Arunachal Pradesh from time to time.
(By order and in the name of Governor of Arunachal Pradesh)

Sd/- Manish Kumar Gupta, IAS,
Chief Secretary to the
Government of Arunachal Pradesh

Memo.No AR-15012/1/2024-SECT-1-AR: /603 Dated, Itanagar, the 7th November, 2024

Copy to: -

1. The Commissioner to the Hon'ble Governor of Arunachal Pradesh, Itanagar.
2. The Commissioner to the Hon'ble Chief Minister, Arunachal Pradesh, Itanagar .
3. PS to Hon'ble Dy Chief Minister, Arunachal Pradesh Pradesh, Itanagar.
4. PS to Hon'ble Speaker Legislative Assembly, Arunachal Pradesh, Itanagar.
5. PS to Hon'ble Ministers, Arunachal Pradesh, Itanagar
6. PS to Hon'ble Dy. Speaker ,Legislative Assembly, Arunachal Pradesh, Itanagar
7. US to Chief Secretary, Govt of Arunachal Pradesh, Itanagar
8. The Accountant General, Arunachal Pradesh, Itanagar.
9. All Principal Secretaries/Commissioners/Secretaries Govt of Arunachal Pradesh, Itanagar
10. Divisional Commissioner(East/West/Central) Arunachal Pradesh, Namsai, Yachuli & Basar.
11. The Secretary(SAD/GAD/TPT), Govt of Arunachal Pradesh, Itanagar.
12. The Joint Secretary(Finance), Govt of Arunachal Pradesh, Itanagar.
13. The Under Secretary(Estt), Govt of Arunachal Pradesh, Itanagar.
14. The Under Secretary(SAD/GAD),Govt of Arunachal Pradesh, Itanagar.
15. The Treasury Officer, Itanagar.
16. Office copy.
17. Spare copy.

Digitally signed by
Yashpal Garg
Date: 07-11-2024 10:27:43
(Yashpal Garg) IAS,
Commissioner to the
Government of Arunachal Pradesh