

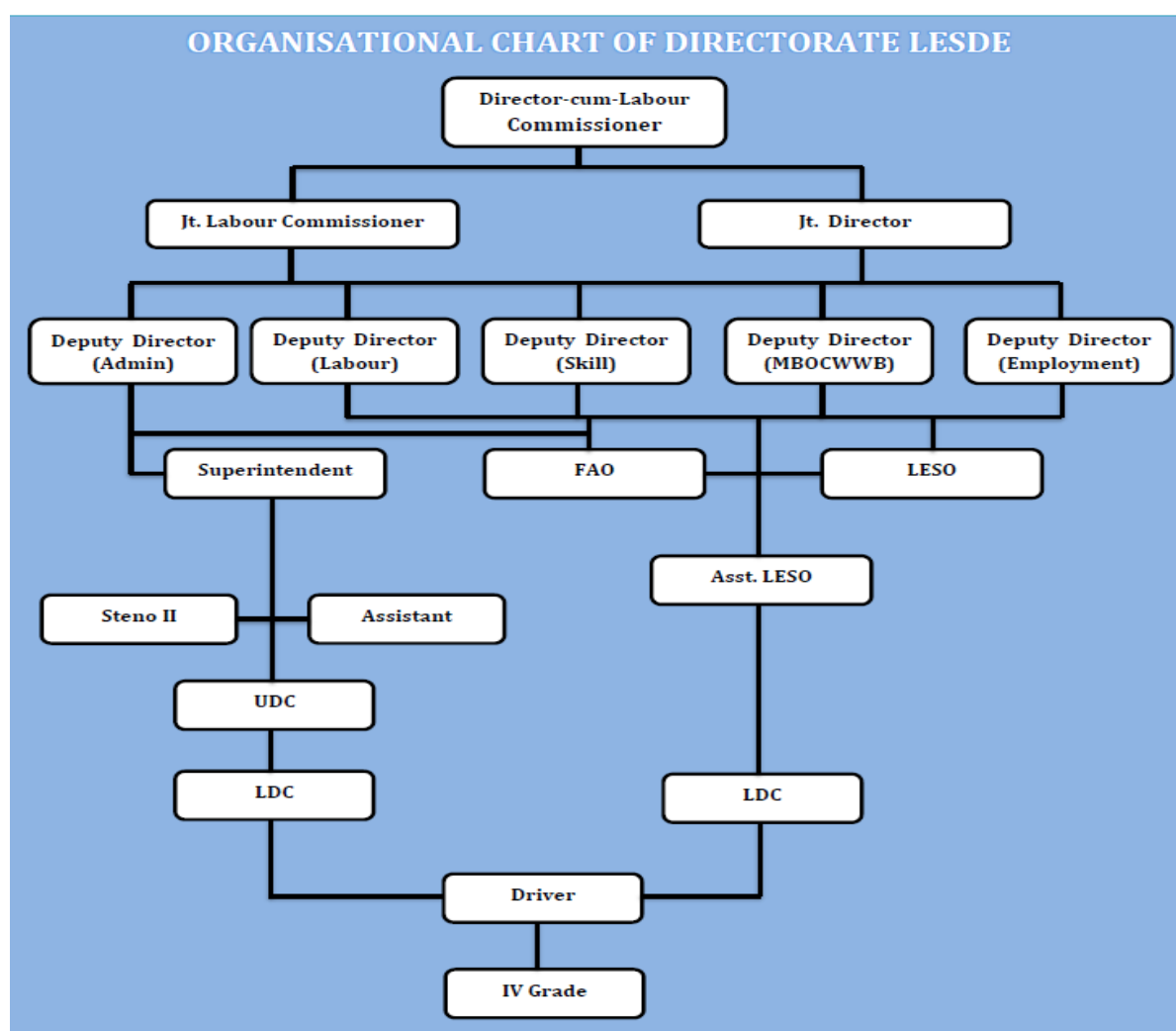
MANUAL OF INFORMATION UNDER SECTION 4 (1) (b) OF THE RIGHT TO INFORMATION ACT, 2005 PERTAINING TO DIRECTORATE OF LABOUR, EMPLOYMENT, SKILL DEVELOPMENT & ENTREPRENEURSHIP

i) Particulars of organisation, functions and duties :-

4(1)(b)(i)

Directorate of Labour Employment, Skill Development & Entrepreneurship is responsible for the Enforcement of both Central and State Acts/Rules and matters pertaining to Labour Employment, Skill Development & Entrepreneurship. The Department forms the backbone of the Society to protect the service condition of the working class and promoting industrial peace and harmony. The functions and duties of this Directorate can be broadly classified into four major heads:

- a) Implementation of Labour Laws and Labour Welfare Measures
- b) Implementation of Industrial Safety Laws
- c) Extension of Employment Assistance; and
- d) Imparting long term & short term vocational training.



Functions and duties :-

1. To safe-guard the interest and service condition of the employees through effective implementation of various State and Central Acts.
2. To promote industrial peace and harmony
3. To enforce Health and Safety Measures
4. To ensure timely payment of wages and enforcement of Minimum Wages.
5. To motivate self-employment in the context of soaring unemployment. Providing counseling to employment seekers. Sponsoring of Registrants against suitable vacancies. Providing counseling and career guidance to the students.
6. To work towards providing specialized placement service to the Differently abled Persons and other unemployed youth.
7. To provide vocational guidance, employment counseling to youth and unemployed. Registration and sponsoring of candidates for employment in the Public and Private Sector.
8. To impart technical skill in various vocational trades through implementation of Craftsmen Training Scheme, Apprenticeship Training Scheme and Pradhan Mantri Kaushal Vikash Yojana (PMKVY).

ii) Powers and duties of Officers and Employees :-

4(1)(b)(ii)

Powers and duties of Officers and Employees are as follows in table 1.1 :

Sl. No	Name of Post	Role of Post
1.	Director cum Labour Commissioner	He is the head of the Department. He exercises all the powers delegated to him and he responsible for the overall functioning of the Deptt.
2.	Joint Labour Commissioner	Joint Labour Commissioner aids the Director in all aspects especially in Labour & Employment matters.
3.	Joint Director	Joint Director aids the Director in all aspects especially in Skill Development & Entrepreneurship matters.
4.	Deputy Director	Deputy Director assists the Joint Director in all aspects relating to business allotted under Skill Development & Entrepreneurship

5.	Deputy Director (Labour)	Deputy Director (Labour) assists the Joint Labour Commissioner in all aspects relating to business allotted under Labour & Employment.
6.	Finance Account Officer (FAO)	He/ She is responsible for maintaining accurate financial records, managing accounts and ensuring compliances with financial regulations.
7.	Superintendent	The Superintendent is responsible for maintenance of office procedures and discipline. He/ she supervises the work of each dealing hand and submit all cases to the appropriate higher level and give direction on cases requiring prompt attention or any other responsibilities as may be assigned to him/ her.
8.	LESO	He/ she is assigned to receive any register or document connected to the factory and take hold of records and any other document that is deemed to be a necessity in the Act enforced under Labour & Employment wing or any other responsibilities as may be assigned to him/ her within any elements of the department including Skill Development & Entrepreneurship. He/ she is assigned to enforced all the provisions of various Labour Laws within his/ her through the Joint Labour Commissioner or any other responsibilities as may be assigned to him/ her.
9.	Asst. LESO	He/she is assigned to monitor implementation of the activities of Employment Market Information, Physically Handicapped, Self Employment, Coaching-cum- Guidance Centre for SC/ST or any other responsibilities as may be assigned to him/ her. Asst. LESO aids the LESO's in all respect of works relating to the department various wing viz. labour and employment Wing, Skill development and Entrepreneurship Wing and MBOCWBB or any other responsibilities as may be assigned to him/ her.

10.	Steno-II	Writing in short hand & typing for concerned Officers
11.	Assistant/ Accountant/ UDC	He/ She works under the supervision of Superintendent and is responsible for the works entrusted to him/ her
12.	LDC	LDCs are entrusted with registration of dak, file register, file movement, maintenance of section diary, typing etc.
13.	Group 'D'	Attending the bell of the Officers, ensuring that sitting arrangement in the staffs room and officers room is clean and hygienic. Carrying files & daks etc. to officers/ staff concerned.

iii) The Procedures followed in the decision making process including channels of supervision and accountability :-

4(1)(b)(iii)

In terms of Rule 6 of the Govt. of Mizoram (Transaction of Business) Rules, 2019, decisions are made in files routing through concerned officers in the department. All guidelines, Office Memorandum, Instructions issued by the government are followed by all officials under Labour, Employment, Skill Development & Entrepreneurship Department. Training of Officers and staffs are done as required and all question asked under RTI Acts and all Assembly questions are attended promptly.

iv) Norms set by the Department for the discharge of its functions :-

4(1)(b)(iv)

Norms set by the Department for the discharge of its functions are given below in Table 1.2 :

Sl. No	Services/Transaction	Documents required	Standard
1	The workers are paid wages not below the minimum rates of wages being notified by the Administration from time to time by the employers under the Minimum Wages Act, 1948.	To submit a claim application in a Form prescribed under the Minimum Wages Rules to the RDC / Authority appointed under Section 20 of the Act. The claim application to be presented within six months from the date the minimum wages become payable. The authority, after hearing the parties can order to the employer to pay an amount of difference between the statutory minimum wages and the wages paid and also impose penalty for compensation up to 10 times and regulate the minimum wages. The claim regarding overtime wages as per rules and weekly day of rest is also determined by the authority. The application form can be had from Labour Department.	Within 03 months

2	<p>The workers are paid wages within the Prescribed time limit under the Payment of Wages Act, 1936. Wages are to be paid to the employees after the expiry of the wage period.</p> <p>a) before the expiry of 7th day in establishments employing less than 1000 persons and</p> <p>b) Before the expiry of 10th day in establishments employing 1000 and more persons.</p>	<p>To submit a claim application in a Form prescribed under the Payment of Wages Rules to the Act/ Commissioner of Workmen's Compensation. The claim application to be presented within 12 months. The authority after hearing the parties can order to the employer to pay the delayed wages and also impose penalty for compensation not exceeding Rs.3,000/- but not less than Rs 1,500/- p.m. per worker and regulate payment of wages to the workers. Appeal against the order of the Authority can be filed before the Civil Act. The claim application form can be obtained from the Act.</p>	Within 03 Months
3	<p>Payment of compensation to the workman for injury by accident under the Employees Compensation Act, 1923.</p>	<p>To submit a claim application to the Act/ Commissioner for Workmen's Compensation in prescribed manner with required documents like Medical Certificate showing loss of earning capacity / permanent partial disability resulted from injury issued by qualified medical practitioner, proof of Date of Birth, monthly wages drawn Act. In case of death of a workman, any of his dependants can file a claim application. The claim application to be filed within 02 years of the incident. The Commissioner after hearing the parties can pass award directing employer to deposit compensation payable under the Act. The claim application in prescribed form can be obtained from the department.</p>	Within 03 Months
4	<p>Registration of Trade Unions under the Union 1926.</p>	<p>A trade Union to submit application for registration in the prescribed form containing the names, occupations and addresses of the members making the application, name and address of the Union and name, age, occupation and address of each of the officebearers to the Union/Registrar of Trade Unions, Mizoram furnishing therewith following documents.</p> <ol style="list-style-type: none"> 1. Bye laws of the Union i.e. constitution and objects of the Union. 2. Payment of registration fees. Application form can be obtained from the Department 	Within 06 Months

5	Grant of registration to industrial establishment and license to labour contractor to employ contract labour under the Contract Labour (R&A) Act, 1970.	<p>The establishment to submit application in prescribed form for registration to the Authority/Registering Officer furnishing therewith following documents.</p> <p>Copy of work agreement between establishment and contractor.</p> <p>Payment of registration fees.</p> <p>The labour contractor to submit application in prescribed form for license to the authority /Licensing Officer furnishing therewith following documents.</p> <p>Certificate in Form V issued by establishment/ principal employer to contractor regarding engagement of contractor to employ contract labour.</p> <p>Details of contract labour in Form XIII.</p> <p>(3) Group Insurance Policy / W.C. policy.</p> <p>(4) Payment of licence fees.</p> <p>(5) Payment of security deposit @ 30/- Per workman. The application form and other forms can be obtained from the Department.</p>	Within 15 Days
6	Grant of registration to establishment and license to contractor to employ inter-State migrant workmen under the Inter-State Migrant Workmen (RE & CS) Act, 1979.	<p>The establishment to submit application in prescribed form for registration to the RDC/Registering Officer furnishing therewith following documents.</p> <p>Copy of work agreement between establishment and the contractor.</p> <p>Payment of registration fees. The contractor to submit application in prescribed form for licence to the RDC/Licensing Officer furnishing therewith following documents.</p> <p>Certificate in Form VI issued by establishment/principal employer to contractor regarding engagement of contractor to employ inter- State migrant workmen.</p> <p>Details of inter-State migrant workmen in Form X.</p> <p>(3) Payment of licence fee.</p> <p>(4) Payment of security deposit @ Rs.100/- Per workman. The application form and other forms can be obtained from the Department.</p>	Within 15 Days

7	Grant of registration of Shops & Establishments under the Mizoram and Establishments Act, 2010 and Rules 2011.	The shop & establishment to submit application in prescribed form for registration to the Inspector under the Act/ Registering Officer. The application form can be obtained from the Department.	Within 7 Days
8	Grant of certification of Standing orders under the Industrial Employment (Standing Orders) Act, 1946.	The employer to submit to the DC/ Certifying Officer an application in prescribed form with five copies of the draft standing orders proposed by him for adoption in his industrial establishment.	Within 03 months
9	Registration of Unemployed Youths through Employment Exchange.	Educational Certificates and other necessary documents.	Within 7 days
10	Registration of beneficiaries & Payment of benefits to the registered beneficiaries under the Mizoram Building & Other Construction Workers Welfare Board.	The workers to submit EPIC (attested copy) & passport photograph with registration fee of Rs.25. For availing the benefits, the beneficiaries are to produce the Identity cards issued by the department along with necessary documents prescribed under the Cess Act & Rules	Within 03 Months

v) Rules, Regulations, instructions, manuals and records, held by the Department or under its control or used by its employees for discharging its functions :-

4(1)(b)(v)

Following are the Rules. Regulations, instructions, manuals and records, held by the Department or under its control or used by its employees for discharging its functions :-

1. The Minimum Wages Act, 1948. (The Mizoram Minimum Wages Rules, 1992).
2. The Payment of Wages Act, 1936. (The Mizoram payment of Wages Rules, 1992).
3. The Trade Union Act, 1926. (Mizoram Trade Union Regulation, 1992).
4. The Bonded Labour System (Abolition) Act, 1976.
5. The Child Labour (Prohibition & Regulation) Act, 1986. (The Mizoram Child Labour Rules, 2010).
6. The Contract Labour (Regulation & Abolition) Act, 1970. (The Mizoram Contract Labour Rules, 2004).
7. The Inter State Migrant Workmen (Regulation of Employment & Conditions of Services) Act, 1979. (The Mizoram Inter-State Migrant Workmen Rules, 2005).
8. The Building & Other Construction Workers (Regulation of Employment & Conditions of Services) Act, 1996. (The Mizoram Building & Other Construction Workers Rules, 2008).
9. The Mizoram Shops & Establishments Act, 2010 & Rules, 2011.
10. The Industrial Employment (Standing Orders) Act, 1970, (The Mizoram Industrial Employment Rules, 2013).
11. The Equal Remuneration Act, 1976.
12. Working Journalist & Other Newspaper Employees (Conditions of Service) & Miscellaneous Prov. Act, 1955.
13. Employees Compensation Act, 1923 (The Mizoram Workmen's Compensation Rules, 2009).

14. The Unorganized Workers Social Security Act, 2008. (The Mizoram Unorganized Workers Social Security Rules, 2013).
15. The Factories Act, 1948 (The Mizoram Factories Rules, 2014).
16. Industrial Disputes Act, 1947 (The Mizoram Industrial Disputes Rules, 2013).
17. Maternity Benefit Act, 1961 (The Mizoram Maternity Benefit Rules 2014).
18. Payment of Gratuity Act, 1972 (The Mizoram Payment of Gratuity Rules, 2015).

vi) A statement of the categories of documents that are held by the Department or under its control :-

4(1)(b)(vi)

The Department has no specific documents held or under its control except for the various existing statutory Rules, Instructions, Manuals etc. which has been enforced in the State of Mizoram.

vii) The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof:-

4(1)(b)(vii)

NIL

viii) A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public:-

4(1)(b)(viii)

a. **The Mizoram Building & Other Construction Workers Welfare Board (MBOCWWB)** was constituted in the year 2010. It was constituted to provide various facilities and financial assistance to the construction workers. Any worker between the age of 18 to 60 years in construction of Buildings and related works for not less than 90 days in a year are eligible for registration under the board.

b. **Mizoram Council for Vocational Training (MCVT)** was notified by Govt. of Mizoram in 2008. Mizoram Council for Vocational Training (MCVT) regulates the functioning of entities engaged in both long & short-term vocational training in the state and establishes minimum standards for the functioning of such entities. The major functions of MCVT would be recognition and regulation of Awarding Bodies, Assessment Agencies, and Skill related Information Providers; approval of Qualifications; monitoring and supervision of recognized entities and grievance redressal focusing mainly on the existing three Govt. Industrial Training Institutes of the state. Besides monitoring the existing skill training of the state, the state Govt. participate in numerous infrastructure development and skill strengthening project through MCVT.

ix) A directory of the departments officers and employees:-

4(1)(b)(ix)

The Directory of officers and employees under the Directorate of Labour, Employment & Skill Development & Entrepreneurship

Sl No	Name of Incumbent	Designation	Mobile no
1	2	3	4
1	John Tanpuia	Director	2322734(0) 9436351642
2	T. Thangropianga	Jt. Director	9612466954
3	Vanlalawmpuia	Jt. Labour Commissioner	8131875533
4	Lalmuanawma	Dy. Director (Skill)	9436196805
5	Lalmuanpuia Fanai	Dy. Director (Labour)	9862392866
6	Lalmangaihsangi Hnamte	Dy. Director (Adm.)	9436196944
7	R. Lalengmawii	Superintendent	9366275878
8	Zothankhuma Khiangte	Dy. Director	8413932509
9	Helen Zochhingpuii Zote	LESO (L)	8794039944
10	Jordanthangi	LESO	9856735845
11	Ngurthanpuii Sailo	FAO	8730971322
12	Alex Zoramawii Khiangte	Asstt. LESO	9561337130
13	C. Vanrammawii	Steno II	9856237753
14	Lalhmingmawii	Assistant	9612165839
15	Malsawma	J.E	9436157611
16	Lalhlanthari	U.D.C	9436360411
17	Zoramthangi	U.D.C	9436198522
18	Rosangliani	L.D.C	9612075295

19	Helen Lalliannguri	L.D.C	9862373393
20	KL.Lalnunpuia	L.D.C	9612178864
21	J.Lahlhunchhungi	L.D.C	9862362219
22	H.Vanlalmangaiha	LDC	9856737619
23	Lalrammuana	Driver	9436380592
24	Lalrohluhchhara	Driver	9862075679
25	Zodingliana	Driver	9862336945
26	Huntharlawma	Driver	9856557121
27	Laltlanchhunga	IV Grade	8787764719
28	Lalthianghlina	IV Grade	9863566210
29	Zonunsiana	IV Grade	9077887819
30	C.Lalhmunmawia	IV Grade (PE)	8415095656
31	Lalhmingliani Sailo	IV Grade (PE)	8787309139
32	Henry CH.Thangliana	IV Grade (PE)	9862386979
33	Lalfakawma	IV Grade (PE)	8974946082
34	Zodingngheti Ralte	W.A (PE)	9774636733
35	Lalsangpuui	IV Grade (PE)	9862738695
36	Donny C.Lallawmkima	Assistant, MBOCWWB	9612028946
37	K. Lalzuithanga	Consultant WB (Social Audit)	9436154997
38	Lalngaihawma Pachuau	Consultant WB (Skill)	9561603114
39	H.Vanlalhruaitluanga	UDC, MBOCWWB	9612588361
40	Henry Vanlaldusaka	DEO, MBOCWWB	9366349016
41	Laldinpuui	DEO, MBOCWWB	8014162213
42	Remruatfela	DEO, MBOCWWB	9774637405
43	VL Remruati Colney	DEO, MBOCWWB	9774393771
44	Melvin Lalvenpuia	DEO, MBOCWWB	9774778429
45	Joseph Lalrinpuia	DEO, MBOCWWB (Skill)	8794581311
46	Lalrinsanga	DEO, MBOCWWB	9366007794
47	Lalremruata	DEO, MBOCWWB	9856789630
48	R.Lalbiakhthanga	MTS, MBOCWWB	9774116690
49	C.Vanlalhriata	MTS, MBOCWWB	9774441344
50	Lalthazuali Sailo	MTS, MBOCWWB	9862647118
51	Lalramhlui	MTS, MBOCWWB	9774568532
52	Lalhruaitluangi	MTS, MBOCWWB	9612193754
53	J. Ramthanmawia	MTS, MBOCWWB	9612451439
54	HP Lalramsanga	MTS, MBOCWWB	9774630648
55	Vanlalchhuanawma Sailo	Dispatch Rider, MBOCWWB	8258064616
56	Lalthantluanga Parte	Driver, MBOCWWB	9612466172
57	David Lalmuanpuia	Driver, MBOCWWB	8974544153
58	Chanchinmawia	Driver, MBOCWWB	9856221960
59	Lalchhuanmawia Ralte	Mission Manager, PMKVY	9862746446
60	Saizampuii Sailo	Mission Manager, PMKVY	8730978316
61	Romawizuali Renthlei	Mission Manager, PMKVY	9862378365
62	Vancy Lalthanpuui	MTS, PMKVY	9366299699
63	Jimmy Zodinsanga	MTS, PMKVY	9089816064
64	ZL Chhunga	Sr. Consultant, STRIVE	8415901300

65	Joseph Vanlalhruaia	Consultant, STRIVE	8730839707
66	Jimmy Rinsangzuala	Consultant, STRIVE	8974119414
67	Malsawmkimi	DEO, ESDI	7085207656
68	F. Lalnunsiami	DEO, STRIVE	9856970697
69	Lalbiakdika	MTS, STRIVE	9612131027
70	Regina Malsawmdawngzeli Ralte	Mission Manager, SANKALP	9613115739
71	Vanlalarzova	Mission Manager, SANKALP	9615028464
72	K. Lalmangaihtluanga	Mission Manager, SANKALP	8131824454
73	Paul Lalhruaitlaunga	MTS, SANKALP	9612133149
74	Zorinmawia Pachuau	MTS, SANKALP	8258832436

- x) **The monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulations:- (Excluding contract employees under Directorate of LESDE)**

4(1)(b)(x)

Sl No	Name of Incumbent	Fathers' Name	Designation	Level of Pay
1	2	3	4	5
1	John Tanpuia	KC. Khamtuala	Director	L-13
2	T. Thangropianga	T. Thangmunga (L)	Jt. Director	L-12
3	Vanlalawmpuia	VL Tluanga	Jt. Labour Commissioner	L-12
4	Lalmuanawma	Sangmanga (L)	Dy. Director (Skill)	L-11
5	Lalmuanpuia Fanai	F.Lianhranga	Dy. Director (Labour)	L-11
6	Lalmangaihsangi Hnamte	H.Laldawla (L)	Dy. Director (Adm.)	L-11
7	R.Lalengmawii	R.Kapthianga	Superintendent	L-10
8	Zothankhuma Khiangte	K.Zodingliana	Dy. Director	L-10
9	Helen Zochhingpuii Zote	Biakzuala Zote (L)	LESO (L)	L-10
10	Jordanthangi	H.Thanmawia	LESO	L-10
11	Ngurthanpuui Sailo	Saitluanga Sailo	FAO	L-10
12	Alex Zorammawii Khiangte	Zonundanga KHiangte	Asstt. LESO	L-8
13	C.Vanrammawii	Romawia	Steno II	L-9
14	Lalhmingmawii	R.Lalfakzuala	Assistant	L-7
15	Malsawma	Rothanga	J.E	L-8
16	Lalhlanthari	R.Thangthuama	U.D.C	L-7
17	Zoramthangi	Laldawngliana	U.D.C	L-7
18	Rosangliani	Lalchungnunga (L)	L.D.C	L-6
19	Helen Lalliannguri	P.Lianhmingthanga (L)	L.D.C	L-6
20	KL.Lalnunpuia	Lalbuatsaiha (L)	L.D.C	L-4
21	J.Lahlunchhungi	Lalzara (L)	L.D.C	L-4
22	H.Vanlalmangaiha	H.Vanlalsawma (L)	L.D.C	L-4
23	Lalrammuana	Lalbiakliana	Driver	L-7
24	Lalrohluhchara	HL.Siama	Driver	L-7
25	Zodingliana	Manthanga	Driver	L-7

26	Huntharlawma	K.Lalrinawma	Driver	L-2
27	Laltlanchhunga	Huatzama	IV Grade	L-1A
28	Lalthianghlma	Lalchungnunga (L)	IV Grade	L-1
29	Zonunsiamma	Vanlalnghaka	IV Grade	L-1
30	C.Lalhmunmawia	Vanlalchhunga	IV Grade (PE)	L-1
31	Lalhmingliani Sailo	Liantuala Sailo (L)	IV Grade (PE)	L-1
32	Henry CH.Thangliana	Ch.Malsawma (L)	IV Grade (PE)	L-1
33	Lalfakawma	Kawlthuama (L)	IV Grade (PE)	L-1
34	Zodingngheti Ralte	R.Zorema (L)	W/A (PE)	L-1
35	Lalsangpuii	Khuangliana (L)	IV Grade (PE)	L-1

- xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made :-**

4(1)(b)(xi)

The budget allocated to agencies of the department is shown in
Table 1.3 :-

Sl No	Detailed Head of Account	Budget Estimates 2025-2026 (₹ in lakh)		
		State	CSS/Others	Total
1	2	3		
1	(01) - Salary	1044.44		1044.44
2	(02) - Wages	18.62		18.62
3	(06) - Medical Treatment	20.00		20.00
4	(11) - Doestic Travel Expenses	6.01		6.01
5	(13) - Office Expenses	25.50		25.50
6	(14) - Rents, Rate and Taxes for Land & Building	0.60		0.60
7	(24) - Fuels and Lubricants	2.28		2.28
8	(26) - Advertising and Publicity	2.60		2.60
9	(27) - Minor Civil and Electrical Works	15.00		15.00
10	(28) - Professional Services	1.20		1.20
11	(29) - Repair and Maintenance	2.00		2.00
12	(31) - Grants-in-Aid-General	216.41		216.41
13	(36) - Grants-in-Aid-Salaries	88.79		88.79
14	(34) - Scholarships	0.40		0.40
15	(49) - Other Revenue Expenditure	0.10	1503.80	1503.80
16	(50) - Other Charges			
17	(52) - Machinery and Equipment	1.00		1.00
TOTAL OF MAJOR HEAD : 2230		1444.95	1503.80	2948.75

- xii) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes:-**

4(1)(b)(xii)

No subsidy programme has been executed by the Department.

- xiii) Particulars of recipients of concessions, permits or authorisations granted by it:-**

4(1)(b)(xiii)

Not applicable for the Department

- xiv) Details in respect of the information, available to or held by it, reduced in an electronic form:-**

4(1)(b)(xiv)

Can be seen at Department website link :
<https://lesde.mizoram.gov.in/>

- xv) The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use:-**

4(1)(b)(xv)

The citizens can obtain information from the office during Office working hour by correspondence, website and e-mail.

xvi) The names, designation and other particulars of the Public Information Officers:-

4(1)(b)(xvi)

Names, designation and other particulars of the Public Information Officers under Directorate of LESDE are as under:-

Name and Designation of Departmental Appellate Authority (DAA)	MR. JOHN TANPUIA, Director, Plot No. A/28, Earth Day Road, Near Baptist Church, MINECO Khatla, Aizawl, Mizoram PIN 796001 Ph : 0389-2322734 (O)
Name and Designation of State Public Information Officer (SPIO)	MR. LALMUANAWMA, Dy. Director, Plot No. A/28, Earth Day Road, Near Baptist Church, MINECO Khatla, Aizawl, Mizoram PIN 796001 Ph : 0389-2313553 (O)
Name and Designation of State Assistant Public Information Officer (SAPIO)	MRS. R.LALENGMAWII, Superintendent, Plot No. A/28, Earth Day Road, Near Baptist Church, MINECO Khatla, Aizawl, Mizoram PIN 796001 Ph : 0389-2327662 (O)