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NOTIFICATION

MIZORAM SOIL AND WATER CONSERVATION TRAINING RULES, 1992.

Whereas the State Government of Mizoram deems expedient that certain set of rules be made for use in the Soil & Water Conservation Training, the State Government of Mizoram hereby makes the following rules, namely—

SHORT TITLE AND COM- MENCEMENT

1. 1) These Rules may be called the Mizoram Soil and Water Conservation Training Rules, 1992.
- 2) They shall come into force on the date of publication in the Mizoram Gazette.

DEFINITION

requires.

- a) "Cook" means who cook food for the trainees
- b) "Field Practicals" means classes conducted for physical implementation and evaluation of a programme;
- c) "Practical" means classes conducted for practical knowledge to be acquired by the trainees;
- d) "Principal" means Principal, Soil & Water Conservation, Research Education Training Institute Durtlang;
- e) "Theory" means lecture delivered in the class room;
- f) "Training" means training relating to Soil and Water Conservation.

**TRAINING
COURSE**

3. There shall be two courses of training under these rules, namely :—

- a) Training for Soil Conservation Field Workers which is a period of months which will commence on 15 March;
- b) Training for Soil Conservation Demonstrator which is for a period of 11 months which will commence on 15 January.

**ELIGIBI-
LITY FOR
TRAINING**

4. Inservice personnel who are below 45 years of age are eligible to undergo this training course and the candidates will be selected on the basis of seniority in the Service cadre.

**MEDIUM
OF INS-
TRUCTION**

5. The medium of instruction/teaching in the training institute will be in Mizo in case of Soil Conservation Field Worker and English in case of Demonstrators.

**SUBJECTS
FOR TRAI-
NING**

6. The subjects to be taught are—Soil Science, Soil Conservation Engineering, Forestry, Agronomy, Survey and alignment, plantation, Physical Training and Games and Sports, and Field study tour. Detailed curriculum of each subject prospectus separately. Apart from these subject conducted of the trainees in the institute will form one of the subjects and shall be taken with account in the final Examination.

**AMEND-
MENT OF
THE RULES**

7. The State Government may amend at any time these rules in any manner as may be found necessary.

**POWER
AND DUTY
OF THE
PRINCIPAL**

8. 1) The Principal will have direct supervisory control over the Institute and he will be responsible for the general management of the institute which shall include—

- a) Imparting training to the trainees according to the prescribed syllabus
- b) Control over teaching staff, ministerial staff and trainees;
- c) Drawing up of tour programme for the trainees;
- d) Control over accounts and matters relating to Establishment concerning the Institute and Official Secrecy;
- e) Arranging routine lectures and other physical practical training;
- f) Conducting periodical examination and evaluation;
- g) Grant of Certificate and prize to successful trainees.

- 2) The Principal may send back trainees at any time to the sponsoring authority.
- 3) The Principal will be responsible for the day to day working of the Institute and maintenance of discipline among the trainees.
- 4) The Principal will have direct control over Soil Conservation Field Worker and Soil Conservation Demonstrator trainees about mess articles, timing etc. Cooks should not fail to carry out Principal's direction. If they fail to perform the same mess secretary should inform the Principal's immediately, so that the Principal may take immediate necessary action to them.

NOMINATION OF A CLASS MONITOR.

9. 1) For each class the Principal will nominate one trainee to be a class monitor for a week at a time (from Monday to Sunday). The class monitor shall be the means of communication between the class on the one hand and the Principal or other teaching staff in the Training Institute on the other hand.

DUTIES OF THE CLASS MONITOR

- 2) The duties of the Class monitor will include-
 - a) Ensuring general cleanliness of all commonrooms, Varandahs, bathrooms, hostels and its compounds;
 - b) Reporting damage to any property of the Institute;
 - c) Reporting promptly to the house tutor Principal or in his absence to the Instructor in charge any untoward incident or illness;
 - d) Taking attendance of students and presenting the attendance registers to the Instructor/Principal at the beginning of each class.

GENERAL DISCIPLINE

10. 2) Trainees are not entitled to avail Earned Leave while undergoing training in Research, Education and Training Institute Durtlang. However, the Principal of the Institute may sanction a vacation of 5 days for Soil Conservation Field Workers and 12 days for Soil Conservation Demonstrators as he may deem it necessary.
- 2) Trainees shall be entitled to avail 6 days Casual leave during the entire period of training. Applications for casual leave will be entertained only if such application is received at least one day in advance and no leave will be granted during examination and study tour and moreover unauthorised absence from the Institute shall be treated as extraordinary leave, that is leave without pay.

- 3) Trainees are to wear Khaki Uniform with shoulder badges, brown belts, name plates, brown caps with necessary badge and Khaki woolen socks in class which will be supplied by the Department. The above mentioned Uniforms should be clean and tidy. A jacket or coat may be allowed in addition to the above uniforms for cold days or night.
- 4) On tour and excursions, Trainees shall wear hunter boots in addition to the uniforms mentioned in sub-rule (3).
- 5) Trainees shall wear Khaki full sleeve shirt trousers, cap without belt, name plate and badges and hunter boots, on outdoor works and practical exercise in outdoors.
- 6) Trainees shall have to wear white sports shirts and sort pant with canvas shoes and white nylon socks, in time of sports, games physical training or drill which will be supplied by the Department.
- 7) Trainees shall wear full Khaki uniform in the mess during breakfast, lunch and tea except on a special occasion when dinner having regard for decency is arranged where trainees shall wear white shirts and trousers with leather shoes.

DISCIPLINE 11. IN THE CLASS

- 1) Trainees are to stand and say 'Good Morning Sir' to the Principal or Instructors who enter the Class Room. They should sit down only when they are instructed to do so.
- 2) Trainees are to maintain complete silence inside the class and chewing of pan or tobacco is strictly prohibited.
- 3) No late comer will be allowed to enter inside the class room.
- 4) Trainees shall have to stand when the Principal or Instructor leave the class room.

POWER OF THE 12. HOSTEL SUPERIN- TENDENT

The Superintendent of the Hostel will have to occupy a Government Quarter within the Training complex. Superintendent will be the supervisor for trainees and the movements of the boarders within the Hostel area and around i.e. before and after classes in the working days as well as in holidays. He will have independent control over the issuing of permission for short duration casual leave to trainees during any part of the training period. No medical leave would be allowed without supporting certificate from a recognised Medical Officer authorised or employed by the Institute for such purposes. But exception will be entertained for a case of emergency and if arises for

the safety of life of a trainee. The cleanliness of the Hostel mess utensils will be inspected by the Hostel Superintendent from time to time and the sanitary in-charge to see that they are clean and tidy.

**GENERAL
RULES RE-
LATING TO
BOARDERS IN
THE HOSTEL**

13. 1) Trainees are to stay in the Hostel and no trainees will be allowed to stay in other private buildings and quarters during their training in the Institute.
- 2) Roll Call will be conducted every night and trainees are to be present in this Roll Call.
- 3) No Visitor should be allowed to sleep at night in the Hostel without permission from the Principal.
- 4) Trainees are not to drink liquors nor are they allowed to consume intoxicable things nor are they allowed to bring the same in the complex of the Institute or Hostel.
- 5) Trainees are to observe study hours in the Hostel, sleeping hour and mess timing should be observed strictly.
- 6) In case of breakage and loss of Hostel materials, the concerned trainees will be liable to fine accordingly.
- 7) Trainees are not to modify, repair or charge electric fitting and other materials and article of the Hostel.
- 8) The boarders of the Hostel are not allowed to do the following and failure of which shall lead to punishment as the Hostel Superintendent may deem fit or proper :-
 - a) Cooking and heating by means of electric stove and gas stove, inside the Hostel :
 - b) Keeping motor cycles, fire arms and other weapon inside the Hostel.
 - c) Passing of urines and motion to any place other than in the Hostel Urinals and Latrines ;
 - d) Leaving the room without switching of the room and without closing windows of the Hostel.
 - e) Gambling and discussing of political movement or political parties inside the Hostel.
 - f) Keep their respective rooms, verandah and Hostel compound very dirty and untidy.
 - g) Improper arrangement of articles and materials in the Hostel.

- h) entering of Hostel mess with drunken condition smoking, chewing of pan or tobacco ;
- i) scolding or showing of misconduct to cooks or minors for unreasonable cause.

HOSTEL MESS

14. 1) All the Soil Conservation Field Worker and Soil Conservation Demonstrator trainees should join their respective common mess while staying in headquarters or on study tours and excursions.
- 2) The Principal and Hostel Superintendent will inform both Soil Conservation Demonstrator and Soil Conservation Field Worker trainees to elect mess executive committee for both Soil Conservation Field Worker and Soil Conservation Demonstrator Hostel mess separately. The Executive Committee member will comprise of Mess Secretary, Assistant Secretary, Auditor.
- 3) All the edible materials required for the Hostel should be obtained from the Canteen of the Institute, which will be arranged by the Canteen. This requirement should be fetched from the Canteen by Cooks on the advice of the mess executive committee. Proper record of which should be maintained by the Canteen Manager and Mess Secretary separately and this will be countersigned by the concerned cook who is detailed to deliver materials from the Canteen to the Hostel.
- 4) The mess pattern and timing will be arranged by the Principal from time to time according to change of season.
- 5) On the last day of each month the mess Secretary and the Canteen Manager shall calculate together amount which may be required to spend during the next month and the said calculation shall be sent to the Principal and such requirement for contribution by each trainees will be calculated and the required fund shall be deducted from pay and the allowances of each trainees. The deducted amount will be recorded properly in the register and the mess fund will be handed over to the Canteen Manager.
- 6) All the controversies and implications regarding hostel mess shall be settled down by the Principal, Mess Executive Member and Canteen Manager.
- 7) In the case where the trainees is forced by some inevitable circumstances to leave hostel for a period of more than ten days the concerned trainees will not pay the mess fund for the period as is allowed to be absent from the Hostel and if the said fund is already deducted the said amount shall be refunded to him.

- 8) The Mess Secretary shall have to know the number requiring the normal diet and sick diet.
- 9) In case when the trainees are having guest by the permission of the Principal who dines in the Hostel mess, the Secretary should inform the Principal and the latter will collect mess charges to the hostel trainees according to prevailing market rate.

STUDY TOUR AND EXCUR- SIONS

15. 1) The Principal shall from time to time arrange study tour, outside Mizoram once and three tours inside Mizoram for the Soil Conservation Demonstrator trainees during one course of each training and he shall arrange local study excursion as such as possible. The study tour will be conducted by Department.

- 2) Study Tour Programme will be chalked out by the Principal at least one week before departure for study tour.
- 3) The Instructor incharge of the study tour will exercise full power of the Principal while on study tour.
- 4) No Holiday will be observed during study tour.

EXAMINA- TION

16. 1) Tests on each subject will be conducted if and when found necessary by the Principal.
- 2) Final Examination for theory and practical on various subjects will be conducted at the end of each semester. Full Marks will be 150 for each subject including 50 for practical paper, trainees securing 80% of the marks will be awarded 'HONOUR'. In addition to these, conduct and discipline of the trainees will carry 200 marks during the entire period of training.
- 3) Supplementary examination will be conducted for those trainees who cannot secure pass marks. However marks secured in the supplementary examination will not be counted for final assessment.
- 4) Trainees who have attended less than 80% of for the total classes will not be allowed to sit for each study tour.
- 5) On the spot of study tour, examination or quiz test will be conducted while undergoing such a study tour. Besides separate study tour examination will be conducted on each study tour.
- 6) No Books, Notes or other papers should be taken into the Examination in. Trainees found communicating with other trainees in any manner or adopting any other

objectionable practice shall be liable to punishment upto dismissal from service

- 7) Trainees arriving late for any examination by more than 10 minutes will not be allowed to sit for examination or will not be admitted into the Hall. No trainees should leave examination Hall before the first 10 minutes are over. Trainees will not be allowed to return to the Hall once they leave it for any reason.

CLASSES PHYSICAL TRAINING AND GAMES

- 17 .1) Theory classes in all subject will be conduct from 9 A.M to 12.30 PM and practical classes will be conducted from 1.30 PM to 2.30 PM. Trainees will be provided with Instrument necessary for practical classes. However, they should acquire by themselves minor instruments like pencils, instrument box, lecture notes, practical drawing books, field notes, etc. Proper record will be maintained if stores and Instruments are borrowed by trainees. In case of loss or damage of such instruments the concerned trainee shall pay the amount of money required for the purchase of such Instruments.

The Principal may send back any trainees to the Director of Soil and Water Conservation, Mizoram if he fails to obey any provision of these rules.

- 2) Physical exercise shall be a compulsory subject for all trainees and trainees who are unable to attend physical training classes due to illness should submit medical proof. The time for physical training is one hour early in the morning. The time of physical training will be notified by the principal according to seasonal variation. The trainees shall have to dress themselves as per provision of sub-rule (6) of rule 10.
- 3) Games is also a compulsory subject for all trainees. Necessary Instruments will be supplied by the Government. The time of such games shall be as notified by the Principal according to seasonal variations. The trainees should have dressed themselves as per provisions of sub-rule (7) of rule 10.

LIBRARY

18. 1) Trainees are allowed to borrow books and magazines from the Library of the Institute which will be arranged by the Department. However, they should return just after the semester is over. In case of loss or damage of book and magazines, the concerned trainees have to pay the amount of money required for purchase of the same.
- 2) Trainees are allowed to read news—paper and periodicals, however, they should not remove or replace periodical newspapers placed in the Library which will be arranged by the Department.

INSTRUMENTS AND STATIONERY

- 19 1) Trainees will be provided with instruments necessary for practical classes. However, they should acquire by themselves minor instruments like pencils, instruments box, lecture notes, practical drawing books, field notes, etc.
- 2) Proper record will be maintained of stores and instruments are borrowed by trainees. Loss and damage will be punished with fine.

POSTING-OF OFFICER AND STAFF

20. 1) The Posting of Officers and Staff against the Posts created or falling vacant due to any reason will be done by transferring Officers and Staff from the Department.
- 2) The Principal will be selected from any Senior Officer of the Department of the rank of Divisional Soil Conservation Officer of the Department will be posted as Principal for a period not less than three years and but not more than five years.
- 3) The Officers and Staff of the Training Institute will be treated as one or separate organisations. The Officers and Staff of the Training Institute, Durtlang are a part and parcel of the Department of Soil and Water Conservation.

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T. Gupta,
Secretary to the Govt. of Mizoram.
Soil and Water Conservation Department.