

**No.A.60011/2/2020-DTE(SW&TA)**  
**GOVERNMENT OF MIZORAM**  
**DIRECTORATE OF SOCIAL WELFARE**

\*\*\*\*\*

Dated Aizawl, the 1<sup>st</sup> May, 2025

**OFFICE ORDER**

For the smooth functioning of office works, works among the following Officers of this Directorate is hereby distributed as under with immediate effect and until further orders:

Sl. No .	Name & Designation	Works Allocated	To be routed through	Link Officer
1.	Pi Caroline Hmingthanzuali, Joint Director	1. Planning & Development Projects. (N.O) 2. Matters relating to Drugs/ HIV/ AIDS/ MSD&RB. (N.O) 3. Maintenance of Jordan Centre & SSWRC. 4. UIDAI and related Aadhaar matters. 5. Accounts Matters. 6. All other miscellaneous state projects/ schemes. 7. Establishment, Vehicles & minor works. 8. Land and buildings. 9. Disability affairs, Braille Press. 10.NSAP. 11.G.I.A. (MSJE + State) including related social audits. 12.Civil Rights Act. 13.Transgender. 14.Beggary. 15.NSAP. 16.RTI (SPIO). 17.Economically Weaker Section.		

Abbreviation N.O signifies "Nodal Officer" for the respective subject.

2.	Pu Ngurthanmawia Sailo, Deputy Director(T)	1. Additional Charge of DSWO Aizawl East & West. 2. Scholarship under MSJE. (N.O) 3. Sustainable development Goals. (N.O) 4. G.I.A. (MSJE) including related social audits. (N.O) 5. Economically Weaker Section. (N.O) 6. Assets maintenance. 7. Disaster Management/ City Plan. 8. Awards. 9. Issues relating to Manual Scavengers.	JD JD JD JD JD JD JD JD	PI Gracy Lalchhanzuali, DD(A)
3.	Gracy Lalchhanzuali, Deputy Director(A)	1. D.D.O. 2. G.I.A. (State). (N.O) 3. Establishment, Vehicles & Minor works. (N.O) 4. MoTA remnants. (N.O) 5. Disability Affairs, Braille press. 6. Mental Rehabilitation Home & Beiseitu Society. 7. Senior Citizens including SSCH. 8. Vocational Training Centres, RITC, Training Centres for SAP etc. 9. Planning & Development Projects	JD JD Director JD JD Director Director Director JD	Pi Caroline Hmingthanzuali, JD
4.	Pi Zorinpuii, Superintendent, MSS	1. Establishment matters & maintenance of office inventory. 2. RTI. 3. Land & Buildings. 4. Welfare of SC/OBC Denotified Nomadic Tribes. 5. Civil Rights Act. 6. All files relating to Stores. 7. Assembly Matters. 8. Right to Public Services Act. 9. Court Cases. 10. Vehicles. 11. Miscellaneous Matters.	DD(A) DD(A) DD(A) JD JD DD(A) DD(A) DD(A) JD DD(A) JD/DD(A)	Pi Gracy Lalchhanzuali, DD(A)

Abbreviation N.O signifies "Nodal Officer" for the respective subject.





8.	Pu Lalthankima, Assistant Engineer	1. Preparation of plan and estimate of all Works.	FAO	Pi Gracy Lalchhanzuali, DD(A)
		2. Execution of Departmental Works.	FAO	
		3. Overall Supervision of Minor and Major Works.	FAO	
		4. MoTA remnants.	DD(A)	

All files are to be directly routed to the respective Officer concerned for each subject.

**Sd/- Dr. LALHRIATZUALI RALTE, IAS**

Director,  
Social Welfare,  
Mizoram : Aizawl.

**Memo No.A.60011/2/2020-DTE(SW&TA) : Dated Aizawl, the 1<sup>st</sup> May, 2025**

Copy to:-

1. P.S. to Minister, Social Welfare, Women & Child Development Department, Government of Mizoram.
2. P.S. to Commissioner & Secretary, Social Welfare, Women & Child Development Department, Government of Mizoram.
3. Under Secretary, Social Welfare, Women & Child Development Department, Government of Mizoram.
4. All Officers and Staff under Directorate of Social Welfare.
5. All Heads of Board/ Subordinate Offices under Social Welfare.
6. IT Cell for updating of works allocated to officers on the web.

  
( GRACY LALCHHANZUALI )  
Deputy Director,  
Social Welfare,  
Mizoram : Aizawl