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### PART-IIA

#### GOVERNMENT OF MEGHALAYA

#### NOTIFICATION

The 4<sup>th</sup> December, 2025.

**No.SYA.73/2024/94.** - In exercise of the powers conferred by the *proviso* to Article 309 of the Constitution of India, the Governor of Meghalaya is pleased to make the following Rules regulating the recruitment and the conditions of Service of person appointed to the posts in the Sports and Youth Affairs services of Meghalaya.

**1) Short Title and Commencement:-**

- a) These Rules may be called "The Meghalaya Sports and Youth Affairs Service Rules, 2025".
- b) They shall come into force from the date of publication of this notification in the Official Gazette.

**2) Definitions:-** In these Rules unless there is anything repugnant in the subject or context:-

- a) "Appointing Authority" means
  - (1) The Governor of Meghalaya in respect of the Gazetted posts.
  - (2) The Director, Sports & Youth Affairs in respect of the Non-Gazetted posts.
- b) "Commission" means the Meghalaya Public Service Commission.
- c) "Committee" means the Departmental Promotion Committees constituted under Rule 8 of these Rules.
- d) "Government" means the Government of Meghalaya.
- e) "Governor" means the Governor of Meghalaya.
- f) "Member of the Service" means a member of the "Meghalaya Sports and Youth Affairs Service".
- g) "Rules" means Meghalaya Sports and Youth Affairs Service Rules, 2025.
- h) "Service" means Meghalaya Sports and Youth Affairs Service.
- i) "State" means the State of Meghalaya and
- j) "Year" means a Calendar year.

**3) Constitution of the Service:-** There shall be constituted a service to be known as the Meghalaya Sports and Youth Affairs Service comprising of the following:-

- (i) Persons appointed to different posts in the Service before the commencement of these Rules.
- (ii) Persons appointed to different posts in the Service in accordance with the provision of these Rules.

**4) Composition of the Service**

(1) The Service shall consist of the following grades and posts:-

- (a) Senior Grade : Deputy Director
- (b) Grade I : Assistant Director
- (c) Grade II Senior : (i) District Sports Officer  
(ii) Sports Officer (Headquarter)
- (d) Grade II Junior : Senior Coach
- (e) Grade III : (i) Junior Coach  
(ii) Physical Training Instructor  
(iii) Junior Physiotherapist

(2) Each of the categories of posts in clauses (a), (b), (c), (d) and (e) of sub-rule (1) shall form an independent cadre. Members of the lower cadre shall have no claim for appointment to any of the higher cadre except in accordance with the provisions made in these Rules.

**5) Status:-**

- (1) The status of the Members of the Service is governed by the Pay Level and norms set by Finance Deptt. Pay Level 14 (Grade II-Senior) and above shall be Gazetted while Pay Level 12 (Grade II-Junior) and below shall be Non-Gazetted.
- (2) At the commencement of these Rules, the strength in each Grade of the service and post therein shall be shown in Schedule-I.

**6) Strength of Service:-**

- (1) The strength and composition of the Service shall be such as may be determined by the Governor from time to time.
- (2) At the commencement of these Rules, the strength of the service and posts therein shall be shown in Schedule-I appended to these rules.

**7) Method of Recruitment:**

- (1) Appointment to the post of Deputy Director shall be made by promotion from amongst the eligible Assistant Directors as specified in Schedule II appended to these Rules and included in the Select List referred to at sub-rule (5) of Rule 9.

Note: If no suitable person is available the period of qualifying service may be relaxed to one year of service as Assistant Director with 18 years combined service from entry level.

- (2) Appointment to the post of Graduate Assistant Director shall be made by promotion from amongst the eligible District Sports Officer/Sports Officer (HQ) as specified in Schedule II appended to these Rules and included in the Select List referred to at sub-rule (5) of Rule 9.

Note: If no suitable person is available, the period of qualifying service may be relaxed to one year of service as District Sports Officer/Sports Officer (HQ) with 16 years combined service from entry level.

- (3) Appointment to the post of (i) District Sports Officer and (ii) Sports Officer (Headquarter) shall be made by promotion from amongst the eligible Senior Coaches as specified in Schedule II appended to these Rules and included in the Select List referred to at sub-rule (5) of Rule 9.

Note: If no suitable person is available, in case of urgency, the period of qualifying service may be relaxed to one year of service as Senior Coach with 15 years combined service from the entry level, or the post may be filled by the senior most Senior Coach who holds a graduate degree.

- (4) Appointment to the post of Senior Coach shall be made by promotion from amongst the eligible Junior Coaches/Physical Training Instructors as specified in Schedule II appended to these Rules and included in the Select List referred to at sub-rule (5) of Rule 9.
- (5) Appointment to the post of Junior Coach shall be made by direct recruitment on the basis of Competitive Examination/Interviews conducted by the Meghalaya Public Service Commission, as specified in Schedule II appended to these Rules.
- (6) Appointment to the post of Physical Training Instructor shall be made by direct recruitment on the basis of Competitive Examination/Interviews conducted by the Meghalaya Public Service Commission, as specified in Schedule II appended to these Rules.
- (7) Appointment to the post of Junior Physiotherapist shall be made by direct recruitment on the basis of Competitive Examination/Interviews conducted by the Meghalaya Public Service Commission, as specified in Schedule II appended to these Rules.

#### **8. Departmental Promotion Committee (DPC):**

- (1) For the purpose of appointment by promotion to post carrying pay Level 15 and above under sub-rule (1) and (2) of Rule (7) there shall be a Departmental Promotion Committee consisting of the following members:-

i.	Chief Secretary.	-	Chairman
ii.	Principal Secretary/Commissioner & Secretary/Secretary to the Govt. of Meghalaya, Sports & Youth Affairs Department.	-	Member Secretary
iii.	Principal Secretary/Commissioner & Secretary/Secretary to the Govt. of Meghalaya, Personnel and A.R. Department.	-	Member
iv.	Principal Secretary/Commissioner & Secretary/Secretary to the Govt. of Meghalaya, Finance Department.	-	Member
v.	Director, Sports & Youth Affairs, Meghalaya, Shillong.	-	Member

(The Committee may invite any other person to attend its meeting if and when considered necessary).

- (2) For the purpose of appointment by promotion to post carrying pay Level 14 and below under sub-rule (3) and (4) of Rule (7) there shall be a Departmental Promotion Committee consisting of the following members, namely:-
- i. Principal Secretary/Commissioner & Secretary/Secretary to the Govt. of Meghalaya, Sports and Youth Affairs Department. - Chairman
  - ii. Principal Secretary/Commissioner & Secretary/Secretary to the Govt. of Meghalaya Personnel & A.R. Department or his representative. - Member
  - iii. Principal Secretary/Commissioner & Secretary/Secretary to the Govt. of Meghalaya Finance Department or his representative. - Member
  - iv. Director, Sports and Youth Affairs, Meghalaya, Shillong. - Member-Secretary

(The Committee may invite any other persons to attend its meeting if and when considered necessary).

**9) Procedure for preparing the select list:-** (1) At the beginning of each year, the Appointing Authority shall refer to the Departmental Promotion Committee, the approximate number of vacancies likely to occur in each Group of the Service during the year. To enable the Committee to prepare the Lists for promotion to those Groups, the Appointing Authority shall furnish the Committee with the following documents, namely:-

- (i) A List of the members of the service drawn up in order of seniority and consisting three times the number of vacancies that arise from time to time as referred to in sub-rule (1) above.  
Provided that such restriction shall not apply in respect of posts where the total number of eligible person is less than three times the number of vacancies and in such a case the Committee shall consider all the eligible persons.
  - (ii) The Character Rolls and Service Records of such members.
  - (iii) Any other documents and information as may be considered necessary by the Appointing Authority or required by the Committee.
- (2) The Committee after examining the Character Roll, Service Record and other documents in respect of all such persons, shall prepare a list of the names of persons recommended for such promotion based on seniority with due regard to merit and suitability. The number of persons to be included in the Select list shall be according to the actual number of vacancies available at a particular group/level. The list shall be forwarded by the Committee to the Appointing Authority *i.e.*, the Principal Secretary/Commissioner & Secretary/Secretary, Sports & Youth Affairs Department or the Director, Sports & Youth Affairs, as the case may be.
- (3) The names of persons in the list shall be placed in order of preference for promotion. In every case where a junior member is selected in preference to his seniors, the Committee shall record in writing the reasons for doing so.
- (4) For the purpose of appointment by promotion under sub-rule (1), (2), (3) and (4) of Rule 7, the Appointing Authority *i.e.* the Principal Secretary/Commissioner & Secretary/Secretary, Sports & Youth Affairs Department or the Director, Sports & Youth Affairs, as the case may be, shall consider

the list prepared by the Committee along with the Character Rolls and Service Records and other document in respect of each person in the list and unless the Appointing Authority considers that any change is necessary approve the list. If the Appointing Authority considers that it is necessary to make any change in the list received from the Committee, he shall inform the Committee of the changes proposed and after taking into account the comments, if any, of the Committee, finally approve the set list finally with or without modification as may in his opinion, appear to be just and proper.

- (5) The list as approved under sub-rule (4) above shall form the Select List for the purpose of appointment by promotion under Sub-rule (1), (2), (3) and (4) of Rule 7.

**10) Validity of the select list:-** (1) The Select List shall remain in force for a period of one year unless its validity is extended by the authority of the Departmental Promotion Committee.

Provided that, such an extension shall not exceed six months.

Provided further, that in the event of any great lapse in the conduct or performance of duties on the part of any person in the List, the Appointing Authority may, if he thinks fit, remove the name of such person from the Select List in consultation with the Committee. The reason(s) for doing so shall be recorded in writing.

- [2) The Committee shall meet once a year to review the Select List or whenever vacancies arise.

**11) Direct Recruitment:-**

- (1) **The Competitive Examination and/or Personal Interview** for direct recruitment under these Rules shall be conducted by the **Meghalaya Public Service Commission** at such intervals as the Appointing Authority may, in consultation with the Commission, determine from time to time. The date, venue and mode of the examination and/or interview shall be fixed by the Commission.
- (2) The syllabus, scheme of examination and detailed procedure for conduct of the examination and/or interview shall be as may be prescribed by the Appointing Authority in consultation with the Commission.
- (3) Reservation of vacancies in favour of Scheduled Tribes, Scheduled Castes and other categories shall be made to the extent and subject to such conditions as the Government may prescribe from time to time.
- (4) On the basis of the results of the competitive examination and/or personal interview, the Commission shall prepare a **Select List** of candidates **equal in number to the actual vacancies advertised**, arranged in order of merit based on the aggregate marks obtained by each candidate.
- (5) In the event of two or more candidates securing equal aggregate marks, the **inter-se-merit** shall be determined in the following order:
  - a) the candidate securing higher marks in the written examination shall be placed higher in merit;
  - b) if the marks in the written examination are equal, the candidate securing higher marks in the interview/viva-voce shall be placed higher;
  - c) if the marks in the interview/viva-voce are also equal, the **elder candidate** shall be placed higher;
  - d) if the date of birth is also identical, the names shall be arranged in **alphabetical order**.

- (6) The Commission may also prepare a **consolidated Waiting List** of candidates who have qualified but are not included in the Select List, drawn strictly in order of merit, and **not exceeding 10%** of the total number of advertised vacancies.
- (7) The Select List and the Waiting List shall remain valid for a period **not exceeding six months** from the date of approval by the Competent Authority, **or until all advertised posts are filled**, whichever is earlier.
- (8) The Waiting List shall be operated **strictly within its validity period** and **only** for the purpose of filling vacancies arising out of the **originally advertised posts** due to non-joining, resignation, death, **medical unfitness, adverse verification of character or antecedents, cancellation of appointment on grounds of misrepresentation or suppression of material facts, or other reasons directly attributable to the inability or disqualification of the selected candidate to take up the originally advertised post**
- (9) Upon the expiry of the validity period, or upon the filling of all advertised posts, whichever occurs earlier, both the Select List and the Waiting List shall stand **exhausted** and **cease to exist**. The Waiting List shall not be used to fill vacancies arising thereafter, nor shall it be treated as a **reservoir for future recruitment**.
- (10) The Select List and Waiting List prepared by the Commission shall be forwarded to the Appointing Authority for approval and further necessary action.
- (11) The inclusion of a candidate's name in the Select List or the Waiting List shall **not confer any right to appointment**. Appointment shall be made only upon satisfaction of the Appointing Authority regarding the candidate's suitability, including verification of **character, antecedents, medical fitness**, and subject to the availability of a vacancy within the **advertised posts**.

**12) Conditions of eligibility for appearing at the Competitive Examination/Interview:-**

In order to be eligible to compete at the Personal Interview for direct recruitment, a candidate must satisfy the following conditions, namely:-

- (i) **Nationality:-** Must be a citizen of India.
- (ii) **Age:-** He must have attained the age of 18 years and must not have exceeded the age of 32 years on the first day of the year in which the advertisement for the post is made.

Provided that in the case of candidate belonging to Scheduled Castes and Scheduled Tribes, the upper age limit will be subject to relaxation made by the Government from time to time.

Further there shall be an age relaxation for Government employment up to 43 years for athlete that have participated at the National level as per para 7.2 Sports Quota for Jobs of the Meghalaya State Sports Policy, 2019. (*Notified vide letter No.SYA.144/2016/Pt.III/D135, dated 10<sup>th</sup> June, 2019*).

- (iii) **Educational Qualification:-** As laid down in the Schedule - II.

**13) Disqualification for appointment to the service:-**

- 1) No person shall be appointed who, after such Medical Examination as the Government may prescribe, is not found to be in good mental or bodily health and free from any physical defect or infirmity which may render him/her unfit in the discharge of his/her duties.

- 2) No person shall be appointed to the Service who had been convicted for any offence involving moral turpitude.
- 3) No person who has more than one spouse living shall be eligible for appointment to any post in the service.  
Provided that the Governor may, if he is satisfied that there are special ground for doing so, exempt any person from the operation of this sub-rule.
- 4) No person who attempts to enlist support for his candidature either directly or indirectly by any recommendation either written or oral or by any other means shall be appointed to the service.

**14) Appointment to the Service:-**

- (1) Appointment to the post in the service under sub-rule (1), (2) of Rule 7 shall be made by the Appointing Authority from the Select List approved by the Departmental Promotion Committee under sub rule (1) of Rule-8, in respect of Gazetted post and shall be published in the Meghalaya Gazette.
- (2) Appointment to the post in the Service under sub-rule (3) of Rule 7, shall be made by the Appointing Authority from the Select List approved by the Departmental Promotion Committee under sub-rule (2) of Rule-8, in respect of Gazetted post and shall be published in the Meghalaya Gazette.
- (3) Appointment to the post in the Service under sub-rule (4) of Rule 7, shall be made by the Appointing Authority from the Select List approved by the Departmental Promotion Committee under sub rule (2) of Rule 8, in respect of Non-Gazetted post
- (4) Subject to provision of sub-rule (3) and (5) of Rule 11 appointment by direct recruitment under sub-rule (5), (6) and (7) of Rule 7 shall be made from time to time in the order in which the names of the candidates, appear in the Merit List prepared under sub rule (4) of Rule 11.
- (5) A person appointed by direct recruitment shall join within 15 days from the date of receipt of the order of appointment failing which and unless the Appointing Authority extend the period of joining which shall not in any case exceed three months, the appointment shall be cancelled.
- (6) Appointment under sub-rule (1), (2), (3) and (4) of Rule 7 shall be made in the order in which the names of candidates appear in the Select List approved by the Committee under sub-rule (4) of Rule 9.

**15) Seniority:-**

- (1) The interse seniority of the members of the Service in any cadre appointed before the commencement of these Rules, shall be in the order in which their names appeared in the respective lists prepared by the Commission or the Select Lists approved by the Commission.
- (2) The interse seniority of the members of the service appointed to the different cadres after the commencement of these Rules, shall be in order in which their names appear in the Merit List prepared under sub-rule 4 of Rule 11 or in the select List approved under sub-rule 4 of Rule 9.

Provided that in any cadre, a member of the service appointed by Promotion/Selection shall be senior to a member appointed by direct recruitment, where such appointment falls in the same year.

- (3) If confirmation of any member of the service is delayed on account of his failure to qualify for such confirmation, he shall lose his seniority vis-a-vis such of his juniors in his cadres as may be confirmed earlier than him.
- (4) The interse seniority of Merit list prepared by the commission, if the results are declared and approved on the same date, the seniority will be counted from the Merit List [Single Merit List]

**16) Confirmation:-**

- (1) Confirmation of a member of the service in the cadre appointed by promotion shall be made according to his/her seniority in that cadre subject to the following conditions:-
  - a) That he/she has served not less than 1 (one) year in the post where he/she is to be confirmed.
  - b) That the performance of the employee is satisfactory (to be judged on the basis of Annual Confidential Reports and other relevant records).
  - c) That there is no Departmental proceeding/vigilance enquiry against him, and,
  - d) Subject to availability of vacancy and that no Officer holds a lien on it.

**17) Gradation List:-** There shall be prepared a list and published annually an up-to-date Gradation List as on 1<sup>st</sup> January of every year consisting of the names of all members of the Service cadre-wise and drawn up in order of seniority and other particulars relating to the date of birth and appointment to the service and such other details relevant to the service career shall be indicated against each name.

**18) Pay Matrix Level:-** The Pay Level admissible to the members of the service shall be as shown in Schedule-I subject to revision by Government from time to time.

**19) Increment:-**

- (1) The first increment admissible to a member of the service shall accrue on completion of six months either on 1<sup>st</sup> January or 1<sup>st</sup> July of the year from the date of joining the post but subsequent increment shall be allowed as may be prescribed by the State Government from time to time.
- (2) The increment admissible to a member of the Service promoted from one post to another shall accrue on the expiry of such year as admissible under the rules.

**20) Power of the Governor to dispense with or relax any Rules.-**

The Governor, if satisfied that the operation of any of the provisions of these Rules causes undue hardship in any particular case or cases or results in any particular post or posts being left unfilled for want of person possessing the minimum experience as specified by these rules for promotion to such post, may dispense with or relax the requirement of any of these Rules to such extent and subject to such condition, as it may consider necessary for dealing with the case in a just and equitable manner or for meeting the exigencies of public interest.

Provided that the case of any person shall not be dealt with in any manner less favourable to him than provided under these Rules.

**21) Interpretation:-**

If any question arises relating to the interpretation of these Rules, the decision of the Government in the Sports and Youth Affairs Department with the approval of the Personnel and Administrative Reforms Department shall be final.

**22) Repeal and Saving:-**

All Rules, Orders or Notification corresponding to and in force immediately before the commencement of these Rules are hereby repealed.

Provided that all orders made or action taken under the Rules, Order or Notification so repealed or any action taken in pursuant thereto shall be deemed to have been made valid or taken under the corresponding provisions of these Rules.

**VIJAY KUMAR D,**  
Commissioner & Secretary to the Govt. of Meghalaya,  
Sports & Youth Affairs Department.

**SCHEDULE-I**  
**RULE-6(1)(2)**

Sl No	Grades	Name of Posts	Pay - Matrix Level	Strength of Posts		TOTAL
				Permanent	Temporary	
1	2	3	4	5	6	7
1	Senior Grade	<u>GROUP - A</u> Deputy Director	(Level-18)	1	-	1
2	Grade-I	<u>GROUP - A</u> Assistant Director	(Level-17)	1	1	2
3	Grade-II Senior	<u>GROUP - B (Gazetted)</u> (i) District Sports Officer	(Level - 14)	11	-	11
		(ii) Sports Officer (Headquarter)	(Level - 14)	1	-	1
4	Grade-II Junior	<u>GROUP - B (Non-Gazetted)</u> Senior Coach	(Level - 12)	6	-	6
5	Grade-III	<u>GROUP - C (Non-Gazetted)</u> (i) Physical Training Instructor	(Level-11)	11	-	11
		(ii) Junior Coach	(Level-11)	33	1	34
		(iii) Junior Physiotherapist	(Level-11)	-	1	1
		-----	<b>Total</b>	<b>64</b>	<b>3</b>	<b>67</b>

**SCHEDULE-II**  
(Read with Rule 7)

Sl. No	Name of Post	Method of Recruitment to be filled up in any year by direct recruitment or promotion.	Direct Recruitment			Promotion	
			Educational qualification etc.	Lower age limit	Upper age limit	Person eligible for consideration to posts mentioned in Column 2	Eligibility/Qualification and experience
1.	Deputy Director, Sports and Youth Affairs	Promotion	4	5	6	7	8
2.	Assistant Director, Sports and Youth Affairs	Promotion				Graduate District Sports Officers/Sports Officer (Hqr)	2 years of continuous service as Assistant Director  3 years of continuous service as District Sports Officer/ Sports Officer (Hqr).

Sl. No	Name of Post	Method of Recruitment to be filled up in any recruitment year by direct recruitment or promotion.	Direct Recruitment			Promotion	
			Educational qualification etc.	Lower age limit	Upper age limit	Person eligible for consideration to posts mentioned in Column 2	Eligibility/Qualification and experience
1	2	3	4	5	6	7	8
3.	District Sports Officer /Sports Officer (Headquarter)	Promotion				Senior Coaches	3 years' experience as Senior Coach.
4.	Senior Coach	Promotion				Junior Coaches or Physical Training Instructors	5 years of continuous service as Junior Coaches or Physical Training Instructors

Sl. No	Name of Post	Method of Recruitment to be filled up in any year by recruitment or promotion.	Direct Recruitment			Promotion	
			Educational qualification etc.	Lower age limit	Upper age limit	Person eligible for consideration to posts mentioned in Column 2	Eligibility/Qualification and experience
1	2	3	4	5	6	7	8
5	Physical Training Instructor	Direct Recruitment	Should have passed BPE (Bachelor in Physical Education)- refers to a 4-year programme pursued after Higher Secondary (Class-XII) BPEd (Bachelor of Physical Education)- refers to a 2-year programme pursued after Graduation(any stream) MPEd (Master of Physical Education)- 2-year postgraduate programme pursued after BPE or BPEd from any Institute/ University/ College recognized by Govt. of India. Preference will be given to Medal Winners who have participated at International/National/Zonal recognized championship.	18	32		

6.	<p><b>Junior Coach</b></p> <ul style="list-style-type: none"> <li>i) Athletic Coach</li> <li>ii) Football Coach</li> <li>iii) Badminton Coach</li> <li>iv) Table Tennis Coach</li> <li>v) Boxing Coach</li> <li>vi) Archery Coach</li> <li>vii) Basketball Coach</li> <li>viii) Tennis Coach</li> <li>ix) Judo Coach</li> <li>x) Taekwondo Coach</li> </ul> <p>xi) Karate Coach</p>	Direct Recruitment	<p>Graduate in any stream with Diploma in Sports Coaching from NSNIS (Netaji Subhas National Institute of Sports)- 1 year Diploma in Sports Coaching or other Institutes / Universities / Colleges recognized by the Govt. of India in the concerned discipline with special preference for higher medal winners at International/National/Zonal recognized championships.</p> <p>OR,</p> <p>10+2 with Diploma in sports coaching from NSNIS or other Institutes/ Universities/Colleges recognized by the Govt. of India in the concerned discipline for those achievers who are medalists at International/National/Zonal recognized championships.</p> <p>ij) 10+2 in any stream. Candidates awarded 3rd Dan Black Belt Holders and above organized by the Karate Association of India will be treated at par with the Diploma in Sports Coaching in the concerned discipline.</p>	18	32	
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Sl. No	Name of Post	Method of Recruitment to be filled up in any recruitment year by direct recruitment or promotion.	Direct Recruitment			Promotion	
			Educational qualification etc.	Lower age limit	Upper age limit	Person eligible for consideration to posts mentioned in Column 2	Eligibility/Qualification and experience
1	2	3	4	5	6	7	8
7.	Junior Physiotherapist	Direct Recruitment	Bachelor's Degree in Physiotherapy / Master's degree in Physiotherapy from any recognized University/Institute.  Minimum 3 years working experience for Bachelors of Physiotherapy (BPT) and minimum 1 (one) year experience for Master's of Physiotherapy (MPT)  Preference will be given to candidates who are specialized in Musculo-Skeletal disorder & Sports Medicine. Special preference shall be given to those achievers who are medalists at International/National/Zonal recognized championship	18	32	The position of Junior Physiotherapist is intended to be a stand-alone post	