

**GOVERNMENT OF MEGHALAYA  
HEALTH & FAMILY WELFARE DEPARTMENT**

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**ORDERS BY THE GOVERNOR**

**NOTIFICATION**

**Dated Shillong, the 17<sup>th</sup> December, 2025**

**No. Health. 33/2024/22:** In exercise of the power 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 persons appointed to the Meghalaya Pharmacist Service, namely:-

**1. Short Title and Commencement:-** (1) These Rules may be called the Meghalaya Pharmacist Services Rules, 2025

(2) They shall come into force from the date of notification in the Official Gazette.

**2. Definitions:** - In these Rules, unless there is anything repugnant to the subject or context: -

- (a) "Appointing Authority" means the Director of Health Services (MI)
- (b) "Board" means the Meghalaya Medical Services Recruitment Board (MMSRB).
- (c) "Committee" means the Committee constituted under Rule 8
- (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 Pharmacist Service.
- (g) "Service" means the Meghalaya Pharmacist Service.
- (h) "State" means the State of Meghalaya.
- (i) "Schedule" means the Schedule appended to these Rules.
- (j) "Year" means the Calendar Year.
- (k) "Bachelor's Degree in Pharmacy (B.Pharm)" means a Degree obtained after undergoing a course of 4 (four) years of study and one month Industrial Training.
- (l) "Diploma Degree in Pharmacy" means a degree obtained after undergoing a course of 2 (two) years and 3 (three) months Internship.

**3. Constitution of the Service:** - There shall be constituted a Service to be known as the "Meghalaya Pharmacist Service" consisting of the following persons, namely: -

(1) Persons appointed to different posts in the Service before the commencement of these Rules.

(2) Persons appointed to different posts in the Service in accordance with the provisions of these Rules.

**4. Composition of the Service:** -

- (1) The Service shall consist of the following Grade and Posts:-

(i) Head Pharmacist- Group C

(ii) Pharmacist- Group C

(2) Each of the categories of post in clauses (i) & (ii) of sub-rule (1) shall form an independent cadre. Member of the lower cadre shall have no claim for appointment to the higher cadre except in accordance with the provisions made in these Rules.

**5. Status:** - The Status of the members of the Service holding post under these Rules shall be Group C Non-Gazetted status.

**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 post(s) therein shall be as shown in **Schedule-I**

**7. Method of Recruitment: -**

(1) Appointment to the post of Head Pharmacist under Clause (i) of sub- rule (1) of Rule 4 shall be made by promotion from the Select List approved under sub-rule (4) of Rule 9 from amongst the members of the Service holding the lower post of Pharmacist:

Provided that no member of the Service shall be eligible for consideration for promotion unless he has rendered not less than 9 (nine) years of continuous service in the lower post on the first day of the year in which the selection is made

(2) Appointment to the posts of Pharmacist shall be made by direct recruitment on the result of the competitive examination conducted by the Board as shown in **Schedule II**

**8. Departmental Promotion Committee:-**

(1) For the purpose of appointment by promotion under Rule 7 to the posts of Head Pharmacist, there shall be a Departmental Promotion Committee consisting of the following members: -

- I. Principal Secretary/Commissioner & Secretary/Additional Secretary - Chairman  
Health & Family Welfare
- II. Joint Secretary/ Deputy Secretary, Personnel & A.R Department or - Member  
his representative
- III. Joint Secretary Finance Department or his representative - Member
- IV. Director of Health Services (MI) - Member Secretary

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

**9. Procedure for preparing the Select Lists:**

(1) At the beginning of each year, the Appointing Authority shall refer to the Committee, the approximate number of vacancies likely to occur in the post of Head Pharmacist during the year. To enable the Committee to prepare the Lists for promotion to the

post of Head Pharmacist, the Appointing Authority shall furnish the Committee with the following documents, namely: -

(i) A List of the member of the Service drawn up in order of seniority and consisting of three times the number of vacancies referred to in sub-rule (1) :

Provided that such restriction shall not apply in respect to post where the total number of eligible persons 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 document and information as may be considered necessary by the Appointing Authority or required by the Committee.

(2) The Committee after examining the Character Rolls, Service records and other documents in respect of all such persons, shall prepare a list based on seniority with due regard to merit and suitability. The number of persons to be included in the list shall be according to the actual number of vacancies available at the higher post. The list shall be forwarded by the Committee to the Appointing Authority.

(3) The names of persons in the list shall be placed in order of preference for promotion. In every case where 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) of Rule 7, the Appointing Authority shall consider the list prepared by the Committee along with the Character Rolls and Service Records and other documents in respect of each person in the list and unless he considers that any change is necessary, approve the list. If the Appointing Authority considers it 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, approve the said list finally with or without modification as may in his opinion to be just 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) 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 with approval of the Board :

Provided that such an extension shall not be for a total period exceeding 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. The reason (s) for doing so shall be recorded in writing.

(2) The Committee shall meet once a year to review the Select List.

#### **11. Direct Recruitment: -**

(1) Competitive Examination for direct recruitment under sub-rule (2) of Rule 7 shall be held at such intervals as the Appointing Authority may, in consultation with the Board from

time to time determine. The date on which and the place in which the examination shall be held, shall be fixed by the Board

(2) The examination shall be conducted by the Board in accordance with such syllabus as the Appointing Authority may from time to time make in consultation with the Board.

(3) Of the number of vacancies to be filled up on the result of each examination, there shall be reservation in favour of the candidates belonging to the Schedule Caste and Schedule Tribes to the extent and subject to the condition as the Government may from time to time prescribed.

(4) On the basis of the results of the Competitive Examination, the Board shall prepare a list of all successful candidates in order of merit, which shall be determined in accordance with the aggregate marks obtained by such candidate and if two or more candidates obtain equal marks, the Board shall arrange them in order of their relative merit which shall be determined in accordance with the general suitability of the candidates for appointment to the post. The number of persons to be included in the list shall be as according to the actual vacancies likely to occur during the recruitment year. The list shall be forwarded to the Appointing Authority.

(5) The inclusion of a candidate's name in the list confers no right to appointment unless the Appointing Authority is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respect for appointment to the post and that appointment to any post in the Service is subject to availability of vacancy.

**12. Conditions of eligibility for appearing at the Competitive Examination:** - In order to be eligible to compete at the examination for direct recruitment a candidate must satisfy the following conditions, namely: -

(1) Nationality – He must be a citizen of India

(2) 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 Schedule Castes and Schedule Tribes, the upper age limit will be subject to relaxation made by the Government from time to time

(3) Educational Qualification – As laid down in the **Schedule II.**

**13. Disqualification for appointment to the Service: -**

(1) No person shall be appointed who, after 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 unfit in the discharge of his 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 grounds 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 any post in the Service under Rule 7 shall be made by the Appointing Authority

(2) (i) Subject to the provisions of sub-rule (3) and sub-rule (5) of Rule 11 appointment shall be made from time to time in the order in which the names of candidates appear in the Merit List prepared under sub-rule (4) of Rule 11.

(ii) A person appointed by direct recruitment shall join within 15(fifteen) 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 3(three) months, the appointment shall be cancelled.

(3) Appointment under sub- rule (1) of Rule 7 shall be made in the order in which the names of candidates appear in select list approved by the Committee under Sub- rule (4) of Rule 9.

**15. Probation: -**

Every person appointed to the Service under Rule 7 shall be on probation for a period of 2(two) years:

Provided that the period of probation may for good and sufficient reason be extended by the Appointing Authority in any individual case by a period not exceeding 2 (two) years.

Provided further, that where a person appointed to the post in the Service could not be placed under probation for want of permanent vacancy, any period which he has rendered in a temporary capacity, may having regard to his performance be counted towards the period of probation.

**16. Discharge or Reversion: -**

(1) Where the Appointing Authority finds that the performance of duty by any member of the Service, appointed by promotion, is unsatisfactory where he is found unfit to hold the post at any time during the period of probation such member shall be liable to be reverted to his next lower post or grade

(2) A member of the Service appointed by direct recruitment shall be liable to be discharged if: -

(a) he fails to give satisfactory performance during the period of probation.

(b) on any information received relating to his nationality, age, health, character and antecedents the Appointing Authority is satisfied that the probationer is in eligible or otherwise unfit for being a member of the Service.

**17. Seniority: -**

(1) The inter-se seniority of the members of the Service appointed before the commencement of these Rules shall be in the order in which their names appeared in the list prepared by the Board, or the Select Lists approved by the Board.

(2) The inter-se seniority of the members of the Service appointed to the posts after the commencement of these Rules shall be in the 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).

(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-à-vis such of his juniors as may be confirmed earlier than him.

**18. Confirmation: -**

(1) Confirmation of a member of the Service appointed by promotion shall be made according to his seniority subject to the following conditions: -

(a) that he has served not less than 1(one) year in the post where he is to be confirmed.

(b) that the performance of the employee is satisfactory (to be judged based on Annual Confidential Reports and other relevant records).

(c) that there is no departmental proceeding/vigilance inquiry against him, and

(d) subject to availability of vacancy and that no Officer holds a lien on it.

(2) Confirmation of a probationer shall be made according to his seniority in that cadre subject to the following conditions: -

(a) that he has completed the period of probation to the satisfaction of the Appointing Authority.

(b) that he is considered otherwise fit by the Appointing Authority, and

(c) subject to availability of vacancy:

Provided that where a person is not given opportunity to undergo the prescribed training during the period of probation his / her confirmation shall not be held up for reasons of not successfully undergoing the said training, but such persons shall, when called upon by the Appointing Authority and opportunity given successfully undergo the said training.

**19. Pay Scale:-** The Scale of pay including special pay admissible to the members of the Service in different posts are shown in Schedule- I subject to revision by Government of corresponding status.

**20. Leave , Pension and other conditions of Service:-** All matters generally relating to pay and allowances, leave, pension, discipline and other conditions of Service shall be regulated by rules and orders as are from time to time applicable to other officers of the Government of corresponding status.

**21. Gradation List: -** There shall be prepared and published annually an up-to-date Gradation List as on 1<sup>st</sup> January consisting of the names of all members of the service cadrewise 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 also indicated against each name.

**22. Increment: -**

(1) There shall be 2(two) dates of increment w.e.f 1st January and 1st July of every year

(2) The first increment admissible to a member of the Service shall accrue on completion of 6 (Six) months either on 1<sup>st</sup> January or 1st July of the year from the date of his joining but subsequent increment shall be allowed only on his completion of 1 (one) year in the post.

(3) 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.

**23. 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(s) possessing the minimum experience as specified by these rules for promotion to such post(s), may dispense with or relax the requirement of any of these rules to such extent and subject to such conditions as it may considered necessary for dealing with the case in a just and equitable manner, or, for meeting the exigencies of public interest.

**24. Interpretation: -** If any question arises relating to the interpretation of these rules, the decision of the Government in the Health & Family Welfare Department, with the approval of the Personnel & A. R. Department, shall be final.

**25. Repeal and Saving: -** All rules, orders, or notifications corresponding to and in force immediately before the commencement of these rules are hereby repealed:

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

**Sd/-(Shri Sampath Kumar, IAS)**  
**Principal Secretary to the Government of Meghalaya**  
**Health & Family Welfare Department**

**Dated Shillong, the 17<sup>th</sup> December, 2025.**

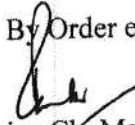
**Memo.No.Health.33/2024/22-A,**

**Copy for information to:-**

1. P.S. to Chief Minister to the Govt. of Meghalaya for information of the Chief Minister.
2. P.S. to Minister i/c Health & Family Welfare for information of the Minister.
3. P.S. to Chief Secretary to the Govt. of Meghalaya for information of Chief Secretary.
4. The Principal Secretary, Health & Family Welfare Department.
5. The Commissioner & Secretary, Health & Family Welfare Department.
6. The Accountant General (A&E), Meghalaya, Shillong
7. The Deputy Secretary to the Govt. of Meghalaya, Law (B) Department.
8. The Deputy Secretary to the Govt. of Meghalaya, Personnel & AR (A) Department.
9. The Deputy Secretary to the Govt. of Meghalaya, Cabinet Affairs Department with reference to I/D No.180/2025, Dated.11-12-2025.
10. The Under Secretary to the Govt. of Meghalaya, Finance (Establishment) Department.

11. The Director of Health Services (MI)/(MCH&FW)/(DME&R), Meghalaya, Shillong
12. The Director of Printing & Stationery, Shillong for publication in the Meghalaya Gazette with a request to kindly print 100 copies for necessary circulation by the Department.
13. The District Medical & Health Officer, East Khasi Hills District, Shillong/West Khasi Hills District, Nongstoin/South West Khasi Hills District, Mawkyrwat/East Jaintia Hills District, Khliehriat /West Jaintia Hills District, Jowai /Ri-Bhoi District, Nongpoh/ East Garo Hills District, Williamnagar/West Garo Hills District, Tura/South Garo Hills District, Baghmara/South West Garo Hills District, Ampati/ North Garo Hills District, Resubelpara.
14. The Member Secretary, Meghalaya Medical Services Recruitment Board, Meghalaya, Shillong.

By Order etc.,



(Dr. Rezina Ch. Marak, MCS.,)  
Joint Secretary to the Govt. of Meghalaya,  
Health & Family Welfare Department.

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**SCHEDULE- I**  
**[See Rule 6(2)]**

Sl. No	Name of Post	Pay Matrix Level	Strength of Service/ Number of Post		
			Permanent	Temporary	Total
1	Head Pharmacist	Level- 9 (Rs 32,300/- to Rs 76,300/-)	3	-	3
2	Pharmacist	Level- 8 (Rs 30,300/- to Rs 71,600/-)	211	17	228
<b>Total number of posts</b>			<b>231</b>		

**SCHEDULE -II**  
(See Rule 7 & Rule 9)

Name of Post	Method of Recruitment	Direct Recruitment			Promotion		Remarks
		Educational Qualification etc required for direct recruitment	Lower Age Limit	Upper Age Limit	Person Eligible for consideration to the post mentioned in Column 2	Qualification, experiences etc	
2	3	4	5	6	7	8	9
Head Pharmacist	By Promotion	-	-	-	Senior most Pharmacist	Must have rendered not less than 9 (nine) years of continuous service as Pharmacist on the first day of the year in which the selection is made	-
Pharmacist	100% by Direct Recruitment through a competitive exam conducted by the Board	Diploma Degree in Pharmacy Or Bachelor's Degree in Pharmacy (B.Pharm)	18 years	32 years (Subject to relaxation for SC/ST)	-	-	-