


GOVERNMENT OF MANIPUR
DIRECTORATE OF HEALTH SERVICES

NOTIFICATION
Imphal, the 8th April, 2026.

No. G(RR-DDM)/2026-DHS: This is to notify a tentative draft RR for the post of **DISTRICT DATA MANGER** in Health Department in the prescribed MPSC Form 8 & 9 (as Annexure-A & B).

Objections & suggestions to the draft are invited from all stakeholders within 30 (thirty) days of uploading in the official website for consideration before submitting to the Administrative Department.

Encl.: As annexed.



(Dr. N.Hemantakumar Singh)
Director of Health Services, Manipur.

Copy to:

1. Commissioner-cum-Secretary (Health & FW), Government of Manipur.
2. All Heads of Offices under Health Department.
3. Webmaster of the official website www.manipurhealthdirectorate.mn.gov.in for uploading in the website.
4. Notice Board.
5. File.

MPSC FORM NO.8

TENTATIVE RECRUITMENT RULES FOR THE POST OF DISTRICT DATA MANGER UNDER HEALTH DEPARTMENT, MANIPUR

Designation of post(s)	No. of post(s)	Classification	Scale of pay	Whether selection or non-selection post	Age for Direct recruits	Educational and other qualifications required for direct recruits	Whether age & educational qualification prescribed for Direct Recruits will apply in the case of promotes	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the total sanctioned post to be filled by various methods	In case of recruit by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer to be made	If a DPC exists, what is its composition	Circumstances in which MPSC is to be consulted in making recruitment
1	2	3	4	5	6	7	8	9	10	11	12	13
District Data Manager	09 (nine)	GCS Class-I or Group-A (Gazetted)	Rs 9300 - 34800 + GP 4400 (Pre-revised) and Level-9 in Pay Matrix of MS(RP) Rules, 2019	Selection	Minimum 18 years. Maximum 38 years [Upper age limit is relaxable for Govt. Servants appointed under the Government of Manipur to the extent of the period of continuous service put in the post/ service and by 5(five) years for SC/ST and by 3(three) years for OBC candidates and a Govt. servant who belongs to SC/ST will get the facility admissible to a Govt. servant in addition to the relaxation admissible to SC/ST candidates). Relaxation may also be applicable in case of disabled person, ex-serviceman, etc as per Govt. Orders, OM etc.	ESSENTIAL: Qualification: MCA/DOEAC-A/BCA/BE in Computer Science & IT with 3 years experience in health management system	N.A.	2(two) Years	By promotion, failing which by direct recruitment	Block Data Manager/ State HMIS Assistant with 5 (five) years regular service in the grade under State Health Department.	Class-I DPC	As required except as provided under MPSC (Exemption from Consultation) Regulations, 1972


 Director of Health Services
 Manipur

FORM TO BE SUBMITTED BY THE APPOINTING AUTHORITY/HEAD OF DEPARTMENT WHILE FORWARDING PROPOSAL TO THE DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS (PERSONNEL DIVISION) AND MANIPUR PUBLIC SERVICE COMMISSION FOR FRAMING OF RECRUITMENT RULES

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1. (a) Name of post : **District Data Manager**
(b) Name of Department : Medical, Health Department, Manipur
(c) Number of post : 09 (nine)
(d) Scale of Pay : Rs.9300-34800 + GP Rs.4400 (Pre-revised) and Level – 9 in Pay Matrix of MS(RP) Rules, 2019
(e) Class & Service to which the post belongs : Class – I, Group A
(f) Ministerial or Non-ministerial : Non-ministerial
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2. **Appointing Authority** : Government of Manipur
Secretariat : Health Department
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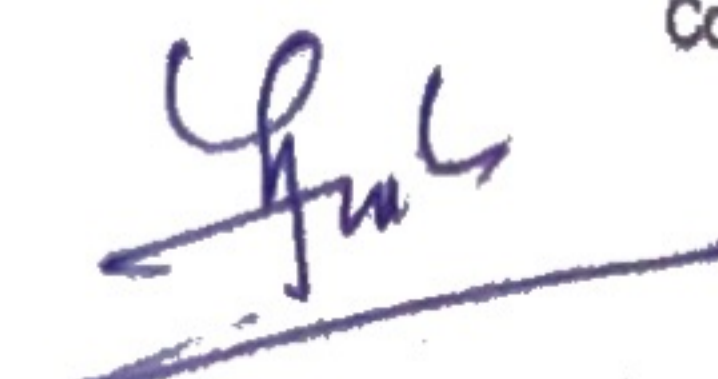
3. **Duties of the post in details : Responsible for the following –**

- Point of contact to State and other District IT Departments for various IT related Health Systems in the District ;
- Ensure reporting, data quality validation checks and submission of analytical reports of all health facilities to District NHM Mission Director with copy to State by 10th of the following month;
- Provide HMIS report on key indicators to various programme division on monthly basis with copy to State ;
- Ensure implementation of RCH (Reproductive & Child Health) tracking system including ANMOL (ANM online);
- Organize HMIS & RCH trainings as per approved PIP norms and furnish quarterly report on physical and financial achievements against the approved target to State;
- Facilitate Program officers with analytical report on various program indicators;
- New initiatives and Innovations in compliance of National Digital Health Mission & Digital India;
 - (i) System in position : DVDMS, PFMS, GEM, TMIS, RBSK& RKSK, e-Office{first implemented from 25 November, 2019 under NHM in Manipur which was later migrated to State e-Office (DIT) from November, 2020} etc.
 - (ii) IT Systems on emergency : Cowin, OCMIS etc.
 - (iii) Other initiatives in progress includes e-Hospital, HRMIS, 104 Call Centre, CM's Health for All etc.
- Conduct at least 3 monitoring and supervision visit to health facilities every month and furnish monthly report to State NHM MD with copy to MoHFW;
- Facilitate in preparation of State Health Action Plan by providing District Health Indicators and necessary strategies/activities.

4. **Describe briefly the methods adopted for filling the posts thereto :**

Initially contract engagements were made against the contractual posts of District Data Manager under the State Health Society, National Health Mission, Manipur from amongst the candidates possessing qualification of MCA/DOEAC-A BCA/BE Computer Science & IT with 3 (three) years' experience in health management system through open advertisement and on the recommendation of a duly constituted Selection Committee. At the time of contract engagement, there was no State Govt's notified approved Recruitment Rules for the post and the EQ was as per NRHM/NHM's guidelines. The services of the contractual employees thus engaged, had been regularized against the regular post created under State Health Department.

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5. **Method of recruitment proposed** : **100% by promotion.**
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6. **If promotion is to be adopted as a method of recruitment,**
- (a) Designation and number of the posts proposed to include in the field of promotion. : **Block Data Manager/ State HMIS Assistant under State Health Department.**
- (b) Number of years of qualifying service proposed to be fixed for persons in the field become eligible for promotion. : **5(five) years regular service in the Grade.**
- (c) Percentage of vacancies in the grade proposed to be filled by promotion : **100% by promotion**
- (d) Reasons for proposing the percentage in (c) above. : **Where the number of sanctioned Posts of District Data Manager is 9(nine), there are 34 feeder posts of Block Data Manager and 1(one) feeder post of State HMIS Assistant with incumbents holding the posts for promotion to District Data Manager.**
- (e) Have recruitment rules been framed for the post proposed in the field of promotion ? If framed in consultation with the Commission, please quote Commission's reference number. If consultation with the Commission was not required, please attach a copy of rules framed. : **Not framed.**
- (f) If recruitment rules were not framed for the post in the field for promotion,
- (i) Please indicate briefly the method of recruitment actually adopted for filling the posts. Please also state the percentage filled by each of the methods. : **As mentioned at Sl. No. 4 above.**
- (ii) Please state briefly the educational qualification possessed by the persons in field of promotion. : **MCA/DOEAC-A/ BCA/BE Computer Science & IT Selection.**
- (g) (i) Is the promotion to be made on Selection or Non-selection basis ?
(ii) Reasons for the proposal in (i) above. : **The posts are key & responsible post**
- (h) If a DPC exists, what is the composition ? : **Class - I DPC.**

7. **If promotion is not proposed as a method, please state why it is not considered desirable/ possible/necessary.**

Not Arise.

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8. **If direct recruitment is proposed as a method of recruitment please state :-** : **Not proposed. Proposed for filling by promotion; falling which by direct recruitment.**
- (a) The percentage of vacancies proposed to be filled by direct recruitment : **NA**

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- (b) (i) Age for direct recruits : - Minimum age – 18 years
Maximum age – 38 years.
- (ii) Is age relaxable for Government servants ? - Yes. To the extent of the period of continuous service put in the post/ service under the Govt. of Manipur.
- (iii) Educational & other qualifications required for direct-recruitments. MCA/DOEAC-A/BCA/BE Computer Science & IT with 3 (three) years experience in Health Management system.

9. If direct recruitment is not proposed as a method, please state why it is not considered desirable/ possible/necessary? : There are 34 Block Data Managers and 1 State HMIS Assistant under the Health Department possessing EQ of MCA/ DPEAC-A/BCA/BE Computer Science & IT i.e. the feeder posts for promotion to the Dist. Data Manager. Their career path is to be created by making the Dist. Data Manager promotional post.
10. (i) If promotion & direct recruitment are both proposed as methods of recruitment, will the Educational qualifications proposed for direct recruits will apply in the case of promotees. **Does not arise as promotion only is proposed.**
- (ii) If not, to what extent are the educational qualifications proposed to be relaxed in the case of promotees ? **Does not arise.**
11. (a) If deputation/transfer is proposed as a method of recruitment ? **Not proposed. Hence, does not arise.**
If so, please state the reasons for the proposal. Please state clearly whether deputation or transfer or both are proposed .
- (b) The percentage of vacancies proposed to be filled by this method : **Does not arise**
- (c) The period of which deputation will be limited : **Does not arise**
- (d) The names of the posts, grades or services etc. from which : **Does not arise.**
deputation/transfer is proposed ?
12. If any of the methods proposed fails, by what method, are such vacancies proposed to be filled ? **Does not arise as there are adequate number of incumbents holding the feeder posts.**
13. Special circumstances, if any, other than those covered by the Rules, in which the Commission may be required to be consulted. **Does not arise.**
14. If these proposals are being sent in response to any reference from the Commission, please quote Commission's reference etc. **No. Hence does not arise.**
15. Name, address & telephone numbers of the Department's Representatives with whom these proposals may be discussed, if necessary for clarification and early decision.

Place : Imphal
Date :


Director of Health Services
Manipur