



GOVERNMENT OF MIZORAM
DIRECTORATE OF LAND REVENUE & SETTLEMENT
MIZORAM: AIZAWL, KHATLA : Pin - 796001

Phone No: (0389)-2322469

Email: lrsmizoram@gmail.com

No.A.25020/2/2026-DTE(REV)EST/Vol-I

: Dated Aizawl, the 23rd Sept, 2026.

CIRCULAR

Subject : Casual Leave leh Earned Leave lak chungchang.

- 1) Mizorama sawrkar hnathawkte hi leave lak chungchangah CCS(Leave) Rules 1972 hnuaia phuar kan ni a. Sawrkar hnathawk ten leave an neih phal zat huamchhung a nih phawt chuan leave an dil thei a. Amaherawhchu, Rule 7 of CSS (Leave) Rules 1972 in a sawi angin chawlh lak hi mahni chanvo (right) ang hiala hauh bur theih a ni lo thung a, tin, Rule 14-in a tarlan angin leave lak dilna emaw leave lak pawhseina reng reng chu leave pe thei tura thuneitu phalna lak phawt ngai a ni a. Public Service(sawrkar hna)-in a mamawh viau chuan leave pe theitu chuan eng leave pawh lâk a phal lo thei a, leave lak lai pawh a titawiin, a titawp thei bawk a ni.
- 2) Directorate of Land Revenue & Settlement hnuaiah Section hrang hrang a awm a, Section tina thawktu hrang hrangten leave an lak dawna, an Section awmnaa Reporting Officer (Immediate Officer) hriatpuina/pawmpuina awm lova chawlh hi thil tih dan tur a nih loh bakah, chawlh la te an kal loha hna sem zai thlengin harsatna a awm theih avangin leave lak dawna thehluhna tur chiang taka tarlan tula hriat a ni a. Staff ten Casual Leave (half day/full) an lak dawnin online-in LAMS portal ah in register-in hetiang hian leave dilna thehluh thin tur a ni ang a, Reporting Officer te hian LAMS portal hmang vêk hian Leave grant tu hnenah an forward thin ang. LAMS portal hmanga leave thehluh hma hian mahni Reporting Officer-te verbal emaw phone call hmangin hrilhhriat hmasak theih ni se.

Section	Leave thehluhna tur (Reporting Officer)	Leave grant tu tur
Accounts	FAO	Dy. Director (Admin.)
Establishment	Superintendent (E)	
LandLease /Legal/Dispute	Superintendent (L)	
Technical	ADS (N)	
GIS/Cadastral	ADS (G)	
Tax/Stamps & Registration/ LSC/House Site	Assistant Director/AIGR	

Reporting Officer-te hi an chawl emaw an post a ruah lai emaw a nih chuan anmahni Linked Officer hnenah leave hi thehluh tur a ni.

- 3) Officer ten Casual Leave an lak dawnin LAMS portal hmangin Director-ah an thehlut thin tur a ni ang a, an chung chiaha officer (Immediate Officer) an hrilhhre bawk tur a ni ang.
- 4) Half Day Casual Leave lak a nihin, Lunch Break hran neih a nih loh avangin chawhma (Forenoon) lama late chuan chawhnu dar 1-ah office an thlen a ngai a, chawhnu (afternoon) lama late chuan chawhnu dar 1-ah office an chhuahsan phalsak an ni.
- 5) Staff tupawhin Earned Leave a la dawn a nih chuan Leave neih dan chian hmasak phawt tur a ni ang a, chumi hnuah Reporting Officer-ah LAMS portal hmangin thehluh tur a ni ang. Reporting Officer hian Dy. Director (Admin) kaltlangin Head of Office/Head of Department (Director) ah a thehlut ang a, Head of Office/Head of Department-in a approve thin ang. LAMS portal hmanga Earned Leave thehluh hmain mahni Reporting Officer te tawngkaa hrilhhriat theih ni se.
- 6) Officer ten Earned Leave an la dawn a nih chuan Director-ah thehluh tur a ni ang a, Immediate Officer kaltlanga tih ni se.
- 7) Personal Branch Controlling Authority (P.S., P.A., etc.) te chuan leave dilna an thehluh dawn a nih chuan an concern Officer hnenah verbal-a hrilh hmasain LAMS portal hmangin a thehluh thin ang a. Personal Branch-a staff dangte chuan anmahni Branch-a an hotu, Controlling/Reporting Authority (P.S., P.A., etc.) hnenah leave an thehlut thin ang.
- 8) Non-regular staff (Provisional Employee, CSS Staff, Casual Employee, etc.), LAMS-in a huam lohte chuan ziakin point no. 2-a tarlan anga an awmna Section Reporting Officer hnenah chawlh dilna an thehlut thin ang.
- 9) Leave reng reng Reporting Officer recommendation emaw anmahni kaltlang lova dilna thehluh chu pawm theih a ni lo a, chuvangin, kan reporting officer hriattir hmasak ngei hi thawktuten kan ngai pawimawh tur a ni.
- 10) Casual leave account-a balance nei tawh lo, Reporting Officer te hrilh hmasa lova darkar khat pela kal tlai a niha, thuneitu lamin a kal tlai chhan chu thil awm tak a nih chuan eng emaw chen hriatthiam theih a ni ang a. Phalna la hmasa lova tlai fo chu an chungah disciplinary action lak theih a ni ang.

Sd/-R. LALTHAZUALA

Director

Land Revenue & Settlement Department
Mizoram: Aizawl

Memo No. A.25020/2/2026-DTE(REV)EST/Vol-I : Dated Aizawl, the 23rd Sept, 2026.
Copy to :-

1. P.A. to Director, DLR&S.
2. All Officers under DLR&S, an lo zawm atan.
3. All Section in-charge, DLR&S, an section-in an zawm theuhna tura hma la turin.
4. All staffs, DLR&S, an lo zawm atan.
5. Website Manager, DLR&S, Department website-a upload atan.
6. Guard File.

Mr. 23/9/26
(LALTLANZOVI SAILO)

Deputy Director (Admn.)
Land Revenue & Settlement Department
Mizoram: Aizawl