



**GOVERNMENT OF MIZORAM**  
**CITIZEN'S CHARTER**  
**for**

**Directorate of Sport & Youth Services Department**

**For the year 2022**

**Address : MINECO Khatla**

**Website [sys.mizoram.gov.in](http://sys.mizoram.gov.in)**

**Date of issue : 5<sup>th</sup> MAY 2022**

# **Citizen's Charter of Sport & Youth Services Department, 2022**

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## **Citizen's Charter of Sport & Youth Services Department**

### **Introduction**

Soon after Mizoram became a Union Territory in 1972, the then Education and Social Welfare Department requested Capt. Zolura of Tripura, to come over to Mizoram to help out in the Youth Welfare, Scouts & Guides Cell. In January, 1974 Mr.C.Pahlira's house at Republic Veng was rented and thus started a formal Department.

At that time, Officer and Staff were : Special officer – Capt. Zolura, UDC – Zohmingthanga Miler, LDC – Varthanpuui & Rochhingpuui, Store Keeper – Lalbiaka & Kapliana and Peon - P.Robawiha & Khawma, Field Staff-Field Assistants-Lalruata Sailo, John Lalkaisanga.

From this establishment Mr.H.Ralliana, a good Hockey player was sent to Patiala for Diploma Coaching in Hockey during 1973-74. He was the first NIS Diploma holder in Hockey from the State. He was employed as Field Assistant immediately. Subsequently Mr. P.Vanluia and Mr. R.Buanthanga were sent for the same training in Badminton and Football respectively. Initiatives were taken for the Scouts and Guides, Mr.Biakkunga Sailo and Miss Vanhmingthangi both teachers were deputed as Organisers in 1995.

In the year 1975 - 76 Miss Lalrosangi, Mr. R. Chhawnthuama and Mr. Zoliana Royte were sent to Madras Y.M.C.A. College of Physical Education. In 1976 the Department was shifted to Chawnga Building, Khatla and more posts were created. Mr. Zoliana Royte was appointed as Youth Welfare Officer, Mr. H. Ralliana as Sr. Field Assistant. In 1977 Mr. J.Ropianga Chinzah and Mr. F. Zokima were appointed as Organisers (Sports). In 1979 the designation of Youth Welfare Officer was changed to Physical Education Officer. Captain Zolura special Officer was given the designation of Youth Welfare Officer. Mr. H. Ralliana, Sr. Field Assistant was promoted to Chief Coach . Thus this cell of Youth Welfare and Scouts & Guides was divided into three wings since 1979 as below :-

1. Physical Education Wing
2. Youth Welfare Wing
3. Sports & Coaching

**Wing Physical Education Wing :** The Physical Education Wing took charge of physical training and School Games within the State. It sends scholars out to others States for training in sports which resulted in lots of Activities in regards to sports. The wing initiated a National Physical Fitness Programme. The motto being 'Fit people, Fit Nation'. This programme included several activities in Athletics. Participants were tested on certain criteria for which 'stars' were awarded which became a selection criteria for recruitment into Police services, Major Raldothuama Colney, BSF in 1981 was deputed as Dy. Director, Physical Education Wing. Later Capt. Zolura took charge in 1993. This Department charge was taken over by Education Department.

**Youth Welfare Wing :** The Youth Welfare Wing was controlled by the Youth Welfare Officer which catered to the needs of Bharat Scouts & Guides, Adventure Programme, NCC, NSS and YHAI. For these, a training centre was established at Tanhril in 1972, Since, 2003 much initiative have been taken with regards to programme of State and National Level at this centre.

## **Citizen's Charter of Sport & Youth Services Department, 2022**

**Sports & Coaching Wing :** Sports & Coaching Wing looks after coaching and participation in the outside State like Subroto Football, Nehru Hockey. All India School Games, National Women Sports etc.

**Directorate is Born :** Learning the importance of sports the U.T. Government feels that it was not proper to let sports under a small cell in the Education Department and make arrangement for a separate Department. As such Wg.Cdr. J. Lalhmingliana from the Indian Air Force was appointed as Director, Sports & Youth Services. The followings were the Officers at that time :-

1. Director - Wg.Cdr.J.Lalhmingliana
2. Dy.Director - Capt.Zolura
3. Physical Edn. Officer - Zoliana Royte
4. Chief Coach - H. Ralliana
5. Youth Welfare Officer - B.K. Sailo
6. Superintendent – Zulawma

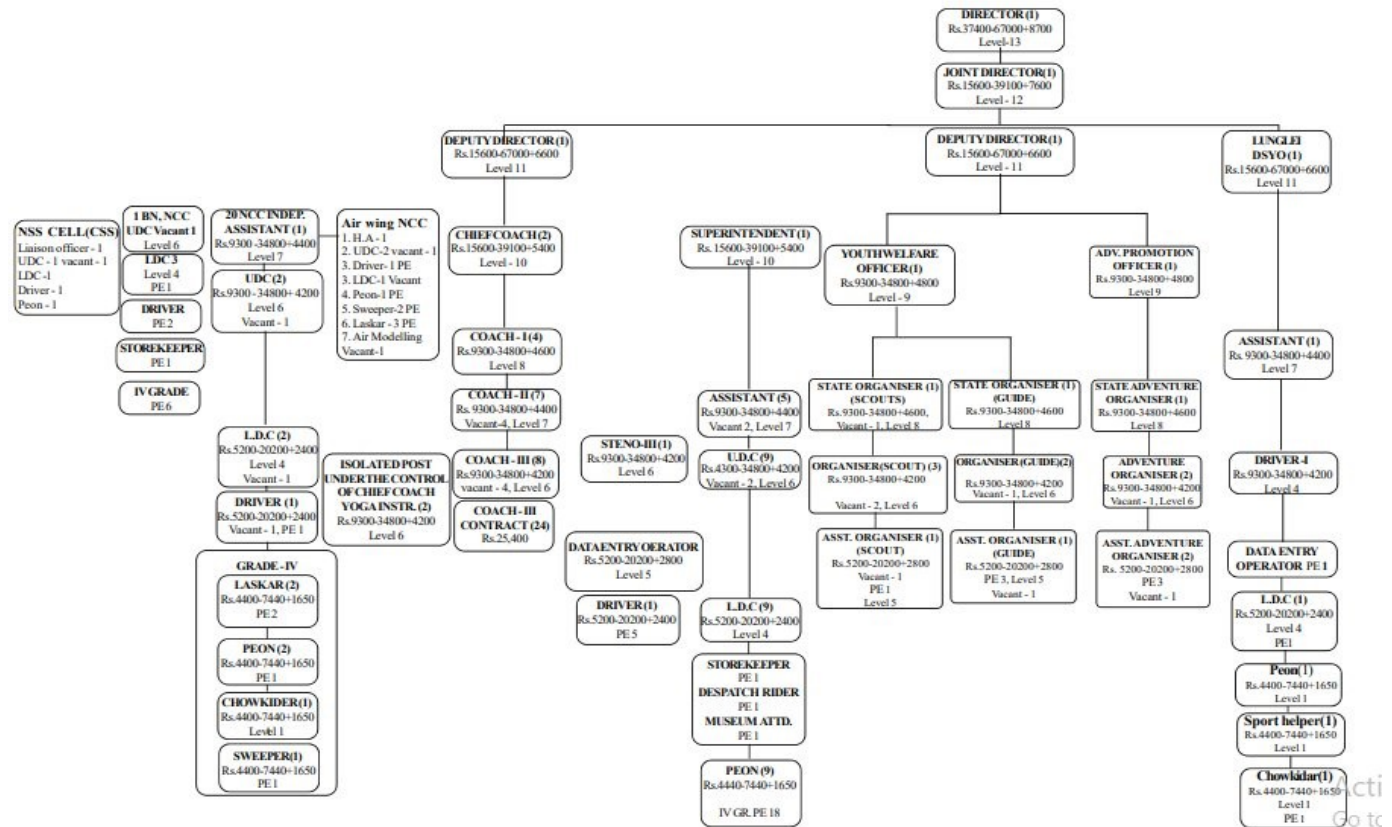
The Department grew very fast, with the grant-in-aids received from C.S.S. it constructed a number of playgrounds and Indoor Stadia in many parts of the State.

The Department now has its own building located at New Capital Complex funded by North East Council (NEC) at a cost Rs. 1040.20 lakhs which was inaugurated by Hon'ble Minister Pu Robert Romawia Royte, Sports & Youth Services Department on the 16th Jan. 2020.



**Photo of Directorate of Sports & Youth Services Building, MINECO, Khatla**

## Organizational Chart Directorate & Subordinate Offices



**VISION AND MISSION**

**Vision** : "Development of youth and sports potential in the state for Nation Building"

**Mission** :  
1. Provision of better infrastructure and training facilities for excellence in sports including adventure sports and to build up strong and healthy generation  
  
2. Constructive engagement of youth to impart and promote social values, community service, harmony and team spirit".

## Citizen's Charter of Sport & Youth Services Department, 2022

### Main service

Sl. No	Services delivered by the department/ office to citizens or other departments/ organisations including nongovernmental organisations	Responsible official with designation	Email and Mobile (Phone No.)	Process for delivery of service within the department / office	Documents, if any, required for obtaining the service to be sub-mitted by citizen/ client	Fees, if any, for the service with amount
1	2	3	4	5	6	7
1	To impart training and coaching for the following sport discipline 1. Football 2. Basketball 3. Cricket 4. Volley ball 5. Fencing 6. Boxing 7. Hockey 8. Badminton 9. Athletics 10. Judo 11. Taekwondo 12. Archery 13. Wushu 14. Yoga 15. Wrestling 16. Weightlifting 17. Table tennis	H.Vanlalthlang a Chief Coach, Directorate of SYS	Email : <a href="mailto:vlthlanga@gmail.com">vlthlanga@gmail.com</a> Mobile No: 9612905157	Obtaining approval of Director, SYS	Application, addressed to Director, SYS, written in plain paper with (1) Name of the applicant and his/her signature, (2) Name of Association/ Organisation/ Club with detail address (3) Contact number of the applicant.	Free

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1	2	3	4	5	6	7
2	To provide training to Scout & Guides/ Rovers & Ranger/Cub & Bulbul	Lalngilneia Colney, Youth Welfare Officer, Directorate of SYS	Email : lalngilneiacolney7@gmail.com Mobile No : 9436353411	Obtainin g approval of Director, SYS	Application, addressed to Director, SYS, written in plain paper with (1) Name of the applicant and his/her signature, (2) Name of School/ College/Univer sity with detail address (3) Contact number of the applicant.	Free
3	To provide training to Cub master, Flock leader, Guides Captain, Scout master, Rover leader, Ranger leader	Lalngilneia Colney, Youth Welfare Officer, Directorate of SYS	Email : lalngilneiacolney7@gmail.com Mobile No : 9436353411	Obtainin g approval of Director, SYS	Nil, (invitation letter for training is to be issued by Directorate of SYS )	Free
4	To impart training to adventure club established by local body/NGOs/ School/ College/ University etc.	Vanlalruata, Adventure Promotion Officer, Directorate of SYS	Email : Ruatavanlal17@gmail.com Mobile no: 9436152085	Obtainin g approval of Director, SYS	Application, addressed to Director, SYS, written in plain paper with (1) Name of the applicant and his/her signature, (2) Name of School/ College/Univer sity with detailaddress (3) Contact number of the applicant.	Free



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1	2	3	4	5	6	7
5	To impart Football training at Regional Sport Training Centre (RSTC), Saidan, Kolasib	KLalthlengliana DSYO, Kolasib SYS Department	Email : <a href="mailto:thlengliana12309@gmail.com">thlengliana12309@gmail.com</a> Mobile : 8787579645	Obtainin g approval of Director, SYS	Application in a prescribed form	Free
6	To impart Hockey training at Boys Hockey Academy, Kawnpui	KLalthlengliana DSYO, Kolasib SYS Department	Email : <a href="mailto:thlengliana12309@gmail.com">thlengliana12309@gmail.com</a> Mobile : 8787579645	Obtainin g approval of Director, SYS	Application in a prescribed form	Free
7	To allot RG Stadium to various stakeholders	HVanlalthlanga Chief Coach, Directorate of SYS	Email : <a href="mailto:vlthlanga@gmail.com">vlthlanga@gmail.com</a> Mobile No: 9612905157	Obtainin g approval of Director, SYS	Application , addressed to Director, SYS, written in plain paper with (1) Name of the applicant and his/her signature, (2) Name of Association/ Organisation/c lub with detail address (3) Contact number of the applicant.	User / hiring charges are fixed which may be seen at annexure –I.

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1	2	3	4	5	6	7
8	To allot State training Centre, Luangmual Aizawl to various stakeholders for training /conference/Seminar etc.	H.Vanlalthlanga Chief Coach, Directorate of SYS	Email : <a href="mailto:vlthlanga@gmail.com">vlthlanga@gmail.com</a> Mobile No: 9612905157	Obtainin g approval of Director, SYS	Application , addressed to Director, SYS, written in plain paper with (1) Name of the applicant and his/her signature, (2) Name of Association/ Organisation/c lub with detail address (3) Contact number of the applicant.	Rs. 1000/- per Day
9	To allot State Training Centre, Tanhril, Aizawl to various stakeholders for training /conference/Seminar etc.	Lalngilneia Colney, Youth Welfare Officer, Directorate	Email : lalngilneiaco ln ey7@gmail.co m Mobile No : 9436353411	Obtainin g approval of Director, SYS	Application , addressed to Director, SYS, written in plain paper with (1) Name of the applicant and his/her signature, (2) Name of Association/ Organisation/c lub with detail address (3) Contact number of the applicant.	Rs. 1000 per day

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1	2	3	4	5	6	7
10	To allot Youth Hostel Association of India (YHAI), Luangmual, Aizawl to various stakeholders for training /conference/Seminar etc.	Vanlalrova, Dy Director, SYS Department	Email : <a href="mailto:roteamapuia@gmail.com">roteamapuia@gmail.com</a> Mobile : 9436146135	Obtainin g approval of Director, SYS	Application , addressed to Director, SYS, written in plain paper with (1) Name of the applicant and his/her signature, (2) Name of Association/ Organisation/c lub with detail address (3) Contact number of the applicant.	Rs. 3000 per day
11	To enroll students as National Service Scheme (NSS) Volunteer	Dr Zirlianngura State NSS Officer	Mobile No. : 9436156330 Email : zirata@rediff mail.com	Enrolmen t drive is conducte d in the school/co llege/ universit y in associati on with authority in the school/co llege/ universit y	Application in a prescribed form.	Free

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1	2	3	4	5	6	7
12	To enroll students as National Cadet Corps (NCC)	<p>1.Col Saurabh Sareen Commanding Officer 20 Mizoram Bn NCC</p> <p>2.Sqn Ldr MK Singh Commanding Officer 1 Mizo Air Sqn NCC</p> <p>3.Col AS Randhawa Commanding Officer 1 Mizo Bn NCC</p>	<p>Email : <a href="mailto:nccmizoram@yahoo.com">nccmizoram@yahoo.com</a> Phone : 2334767</p> <p>Email : mizoairsqn@gmail.com Phone : 3562960</p> <p>Email - 1mizobnncc@gmail.com Chami No - 9862363008</p>	Enrolment drive is conducted in the school/college/university in association with authority in the school/college/university	Application in a prescribed form.	Free
13	<p>Distribution of Incentive Cash Award</p> <p><i>Note : Amount of Incentive Cash Award may be seen at annexure- II</i></p>	Vanlalrova, Dy Director, SYS Department	<p>Email : <a href="mailto:roteamapuia@gmail.com">roteamapuia@gmail.com</a> Mobile : 9436146135</p>	<p>1.Examination of the application</p> <p>2.Obtaining approval of Director, SYS</p> <p>1.Obtaining approval of Secretary, SYS</p> <p>2.Obtaining approval of Finance Department</p>	Application in a prescribed form	Free

## Citizen's Charter of Sport & Youth Services Department, 2022

### SERVICE DELIVERY STANDARD

Sl.No	Services delivered by the office to citizens or other offices/ organisations including non-governmental organisations	Stipulated time limit for delivery of service (days/weeks/months)	Remarks, if any
1	2	3	4
1	<p>To impart training and coaching for the following sport discipline</p> <ol style="list-style-type: none"> <li>1. Football</li> <li>2. Basketball</li> <li>3. Cricket</li> <li>4. Volley ball</li> <li>5. Fencing</li> <li>6. Boxing</li> <li>7. Hockey</li> <li>8. Badminton</li> <li>9. Athletics</li> <li>10. Judo</li> <li>11. Taekwondo</li> <li>12. Archery</li> <li>13. Wushu</li> <li>14. Yoga</li> <li>15. Wrestling</li> <li>16. Weightlifting</li> <li>17. Table tennis</li> </ol>	<p>3 days (ie. File process for obtaining approval or disapproval of Director, SYS will be finalized within 3 days)</p>	<p>(Duration of Training Course)</p> <ol style="list-style-type: none"> <li>1. 2 to 4 weeks course for all discipline in normal coaching</li> <li>2. 2 to 3 months course for Residential Coaching for preparation of National and important Tournament outside Mizoram.</li> </ol>

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2	To provide training to Scout & Guides/Rovers & Ranger/Cub & Bulbul	3 days (ie. File process for obtaining approval or disapproval of Director, SYS will be finalized within 3 days)	<p>(Duration of Training Course)</p> <p><u>Training &amp; Testing Camp</u></p> <ol style="list-style-type: none"> <li>1. Tritya Charan ( for Cub) ( 5 days)</li> <li>2. Chaturtha Charan (for Cub) ( 5 days)</li> <li>3. Rajat Pank ( for Bulbul) (5 days)</li> <li>4. Suvarna Pank (for bulbul) (5 days)</li> <li>5. Tritya Sopan (for Scout) ( 5 days)</li> <li>6. Rajya Puraskar (for Scout) (5 days)</li> <li>7. Tritya Sopan (for Guide) ( 5 days)</li> <li>8. Rajya Puraskar (for Guide) (5 days)</li> <li>9. Nipun (for Rover) (5 days)</li> <li>10. Rajya Purasker (for Rover) (5 days)</li> <li>11. Nipun (for Ranger) (5 days)</li> <li>12. Rajya Purasker (for Ranger) (5 days)</li> </ol>
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1	2	3	4
3	To provide training to Cub master, Flock leader, Guides Captain, Scout master, Rover leader, Ranger leader	3 days (ie. File process for obtaining approval or disapproval of Director, SYS will be finalized within 3 days)	(Duration of Training Course)  1. Basic Course for Cub master ,Scout master, Rover leader, Flock leader, Guide captain, Ranger leader (7 days )  2. Advance Course for Cub master, Scout master, Rover leader, Flock leader, Guide captain, Ranger leader (7 days )  3. Refresher Course for Cub master ,Scout master, Rover leader, Flock leader, Guide captain, Ranger leader (5days )  4. Basic Course for Commissioner ( 5 days) State Rally ( 5 days)

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1	2	3	4
4	To impart training to adventure club established by local body/NGOs/ School/ College/ University etc.	3 days (ie. File process for obtaining approval or disapproval of Director, SYS will be finalized within 3 days)	(Duration of Training Course)  1. Adventure Course(15days) 2. Basic Adventure Camp (6 days ) 3. Outdoor leadership Train-ing (14 days) 4. Rafting and canoeing Course (10 days) 5. Rescue Course (Alpine system) (6 days) 6. Rescue Course ( Search & Rescue) ( 6 days ) 7. Caving Exploration or Caving (duration depends on difficulty and distance from centre) 8. Trekking (4 days or depending on distance to cover ) 9. Rafting Expedition ( 6 days or depending on distance to cover) 10.Visiting Historical Places inside Mizoram ( 4 to 6 days )
5	To impart Football training at Regional Sport Training Centre (RSTC), Saidan, Kolasib	(Duration of Training Course)  As per Academy Session	Selection is to be conducted at RG Stadium
6	To impart Hockey training at Boys Hockey Academy, Kawnpui	(Duration of Training Course)  As per Academy Session	Selection is to be conducted at RG Stadium



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1	2	3	4
7	To allot RG Stadium to various stakeholders	3 days (ie. File process for obtaining approval or disapproval of Director, SYS will be finalized within 3 days)	Allotment shall be made on the basis of first come first serve. Provided that, any event organized by the government shall prevail over allotment given to other stakeholders, if the date and time clash with each other.
8	To allot State training Centre, Luangmual Aizawl to various stakeholders for training /conference/Seminar etc.	3 days (ie. File process for obtaining approval or disapproval of Director, SYS will be finalized within 3 days)	-do-
9	To allot State Training Centre, Tanhril, Aizawl to various stakeholders for training /conference/Seminar etc.	3 days (ie. File process for obtaining approval or disapproval of Director, SYS will be finalized within 3 days)	-do-
10	To allot Youth Hostel Association of India (YHAI), Luangmual, Aizawl to various stakeholders for training /confer-ence/Seminar etc.	3 days (ie. File process for obtaining approval or disapproval of Director, SYS will be finalized within 3 days)	-do-
11	To enroll students as National Service Scheme (NSS) Volunteer	(Duration of enrolment ) 2 days for each institution	Time taken for enrolment may be more or less depending upon the number of student
12	To enroll students as National Cadet Corps (NCC)	(Duration of enrolment ) 2 days for each institution	- do -
13	Distribution of Incentive Cash Award	((Duration of file process )  2 months subject to release of fund by the Government.	

# **Citizen's Charter of Sport & Youth Services Department, 2022**

## **CITIZEN'S CHARTER FOR OF SPORT & YOUTH SERVICES DEPARTMENT 2022**

### **GRIEVANCE REDRESS MECHANISM**

Website address to lodge grievance [pgportal.gov.in](http://pgportal.gov.in)

<b>Sl. No.</b>	<b>Name of the responsible officer to handle public grievance in the office</b>	<b>Contact number</b>	<b>Email</b>	<b>Time limit for redress of grievances</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1	K.Lahmangaihuala, Joint Director,SYS Department	9436190344	kmazuala69@gmail.com	2 weeks

### **LIST OF STAKE HOLDER/CLIENTS**

<b>Sl.No</b>	<b>Stakeholders/Clients</b>
<b>1</b>	<b>2</b>
1	Sportsmen
2	Sport Association
3	NGOs
4	Students of school , College and University
5	Teacher of school , College and University
6	Adventure club
7	General public
8	Religious organization
9	Local Council/ Village council
10	School Education Department
11	Higher & Technical Education Department
13	Mizoram University

# Citizen's Charter of Sport & Youth Services Department, 2022

## EXPECTATIONS OF THE DEPARTMENT/OFFICE FROM CITIZENS/SERVICE RECIPIENTS

Sl.No	Expectation of the department/office from citizens/service
1	2
1	Prescribed form may be used, if insisted
2	Name of applicant with detail address and contact number are required in every application
3	Recommendation of concerned association in respect of incentive cash award
4	Time lines stipulated, if any ,for completion of formalities for the service delivery are to be adhered to
5	Copy of Ranking Certificate issued by the authority of the sport event may be attached in the application for Incentive Cash Award.
6	

### Annexure-I

#### Hiring/User charge of RG

Sl No	Category of user(s)	Practice Sessions (during tournaments /competitions only) (Rate per hour per morning)	Competitions /Tournaments WITHOUT ticket sales (Rate per day)	Competitions /Tournaments WITH ticket sales (Rate per day)	Use of floodlights (Rate per hour per night)
1	2	3	4	5	6
1	Educational Institutions	Rs. 300.00	Rs. 5000.00	Rs.13000.00	Rs. 7500.00
2	Government Departments	Rs. 300.00	Rs. 5000.00	Rs.13000.00	Rs. 7500.00
3	Sports Bodies / Recognized Sports Clubs / Associations	Rs. 300.00	Rs. 5000.00	Rs.13000.00	Rs. 7500.00
4	Others	Rs. 300.00	Rs. 5000.00	Rs.13000.00	Rs. 7500.00

#### (B). Residential Training/Clinic/Coaching Camp:

Bed Charges (per person per day-night)		Kitchen and Dining Room (per day)
For Trainees	For Officials	
Rs. 150.00	Rs. 250.00	Rs. 400.00

Note:

Track – Rs. 300 per hour

Security of Rs. 10,000 (ten thousand) is to be deposited by all users.

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## Annexure –II

Amount of incentive cash award

### INTERNATIONAL CHAMPIONSHIP (INDIVIDUAL)

The amount of the Incentive Cash Award to be are as mentioned below :-

INTERNATIONAL CHAMPION SHIP (Individual)					
S/No	Event	Rank	Senior	Junior	Sub-Junior
1	Olympic Games	G	Rs. 20,00,000/-	-	-
		S	Rs. 15,00,000/-	-	-
		B	Rs. 10,00,000/-	-	-
2	World Championship	G	Rs. 8,00,000/-	Rs. 3,00,000/-	-
		S	Rs. 4,00,000/-	Rs. 2,00,000/-	-
		B	Rs. 2,00,000/-	Rs. 1,00,000/-	-
3	Asian Games/ Common Wealth Games	G	Rs. 8,00,000/-	-	-
		S	Rs. 4,00,000/-	-	-
		B	Rs. 2,00,000/-	-	-
4	Asian Championship	G	Rs. 2,00,000/-	Rs. 1,00,000/-	-
		S	Rs. 1,00,000/-	Rs. 80,000/-	-
		B	Rs. 60,000/-	Rs. 40,000/-	-
NATIONAL GAMES (INDIVIDUAL)					
S/No	Event	Rank	Senior	Junior	Sub-Junior
1	National Games	G	Rs. 3,00,000/-	-	-
		S	Rs. 2,00,000/-	-	-
		B	Rs. 1,00,000/-	-	-
2	National Championship (Org. by Respective Federation affiliated to IOA recognized by GOI)	G	Rs. 30,000/-	Rs. 10,000/-	Rs. 5,000/-
		S	Rs. 20,000/-	Rs. 8,000/-	Rs. 4,000/-
		B	Rs. 10,000/-	Rs. 7,000/-	Rs. 3,000/-
3	All India Women Sports Festival	G	Rs. 5,000/-	-	-
		S	Rs. 3,000/-	-	-
		B	Rs. 2,000/-	-	-
4	All India Rural Sports Meet	G	Rs. 5,000/-	-	-
		S	Rs. 3,000/-	-	-
		B	Rs. 2,000/-	-	-
5	N.E. Sports Festival/ N.E. Competition	G	Rs. 5,000/-	-	-
		S	Rs. 3,000/-	-	-
		B	Rs. 2,000/-	-	-

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## TEAM (EVENTS)

In International team events each Team shall be awarded as follows :

S/No	Event	Rank	Senior	Junior	Sub-Junior
1	Olympic Games	G	Rs. 10,00,000/-	-	-
		S	Rs. 8,00,000/-	-	-
		B	Rs. 6,00,000/-	-	-
2	World Championship/ World Cup	G	Rs. 4,00,000/-	-	-
		S	Rs. 3,00,000/-	-	-
		B	Rs. 1,00,000/-	-	-
3	Asian Games/ Common Wealth Games	G	Rs. 2,00,000/-	-	-
		S	Rs. 1,00,000/-	-	-
		B	Rs. 70,000/-	-	-
4	Asian Championship	G	Rs. 1,00,000/-	Rs. 50,000/-	-
		S	Rs. 50,000/-	Rs. 30,000/-	-
		B	Rs. 30,000/-	Rs. 20,000/-	-

## NATIONAL

S/No	Event	Rank	Senior	Junior	Sub-Junior
1	National Games	G	Rs. 30,000/-	-	-
		S	Rs. 20,000/-	-	-
		B	Rs. 10,000/-	-	-
2	National Championship	G	Rs. 20,000/-	Rs. 9,000/-	Rs. 5,000/-
		S	Rs. 10,000/-	Rs. 7,000/-	Rs. 3,000/-
		B	Rs. 9,000/-	Rs. 5,000/-	Rs. 2,000/-
3	All India Women Sports Festival/All India Rural Sports	G	Rs. 5,000/-	-	-
		S	Rs. 3,000/-	-	-
		B	Rs. 2,000/-	-	-
4	N.E. Sports Festival/ Competition	G	Rs. 5,000/-	-	-
		S	Rs. 3,000/-	-	-
		B	Rs. 2,000/-	-	-