

No. D. 14011/1/2021-GAD
MARA AUTONOMOUS DISTRICT COUNCIL
GENERAL ADMINISTRATION & CONTROL DEPARTMENT

.....
Dated Siaha, the 26th August, 2024

CIRCULAR

He ary liata palasâpazy he Aizawl liata Mara House mohôhna kyh liata zawpi pahno awpazy a cha;

1. Room Reservation he General Administration & Control Department, MADC liata tlô n'awpa târi noh hlâ tawhta noh 7 (Within Seven working days) chhôn Office daihti (9:30 A.M – 2:30 P.M) liata Book theipa châ aw ta, tlô n'awpa târi noh lia deikua cha Reservation he tao theipa châ aw vei. Tlâhleipa vâta Medical refer case tlyma Emergency hmo peimawh kawpa nata leithei leipa lia deikua Liaison Officer, Mara House nata Executive Secretary, MADC ryhraona hawhta a châ aw.
2. Room Reservation tao awpazy cha Prescribed Form liata asia kawpa ta pabie (Fill up) awpa châ aw ta, sawhkâ apyhkheipa Identity Proof copy (Any ID card i.e. Epic, Aadhaar, Employee ID, etc.) chathih pâpa ta General Administration & Control Department, MADC liata pangia awpa a châ.
3. Room Reservation taopa heta Room to cheingei awpa tahna châ leipa ta, Room ato thei lei awpazy cha Liaison Officer, Mara House, Aizawl tawhta pahnosapa ama châ aw. Chavâta Room Reservation tao nota Contact thei cheingei n'awpa Phone nuhby roh awpa a châ.
4. Mara House, Aizawl liata khichhai atlôpazy châh theina chhôn daihti cha noh 15 châ aw ta, he kholâ cha Double Rate Charge awpa a châ. He heta MADC liata Elected Office Holders, Official Duty nata Medical Case zy pahly aw vei.
5. Mara House, Aizawl he my dawh 5:00 Am pata pahy tyhpa châ ta, zâ dawh 10:00Pm pata khaw tyhpa a châ. He kholâ cha khichhai pua nata angia pasaipa châ vei. Leitheileipa hmo (Emergency case) deikua cha Mara House, Aizawl liata biehnaituhpazy pasaina zie hawhta a châ aw.
6. Mara House, Aizawl liata khichhai Checkout daihti cha dawh 12:00 Noon hlâta châ aw ta, he kholâ ta cha zâkha tlô mâ chei baichhi awpa a châ.
7. VIP Room Reservation cha abyuhna hawhta ryhraona tao chhyh awpa a châ.

Cont.....next

8. Mara House, Aizawl chhoh liata Paritheipa kheihawhparai angiakheipa tlyma, taopa tlyma pasaipa cha leipa ta, hmophaleipa kheihawhparai tao pasaipa cha hra vei. A tao raruahpa cha a byuhna hawhta Action lapa cha aw ta, Mara House tawhta papua awpa a cha.
9. Mara House, Aizawl ama tlô chhoh ta ama tlôna Room liata hmobaoh paraopa tlyma, pahleipa tlyma a y khiata cha Room atlôtuha ta maohphaona to aw ta, chei byuhpazy a chei awpa a cha.
10. Mara House, Aizawl Compound chhoh liata Aizawl Mara Welfare Vehicle, Mara House liata a hriatuhpazy Vehicle, Mara House liata khichhaizy Vehicle nata O chareipazy Vehicle tahleipa cha Commercial Vehicle tlyma Private Vehicle tlyma Park pa ta paso pasaipa cha vei.

Sd/- K. Vanlalliana

Executive Secretary

Mara Autonomous District Council

Memo No. D. 14011/1/2021-GAD : Dated Siaha, the 26th August, 2024

Copy to:

1. PS to Chief Executive Member, Mara Autonomous District Council vaw pahno awpa ta.
2. PS to Chairman, Mara Autonomous District Council vaw pahno awpa ta.
3. Ps to Deputy Chief Executive Member, Mara Autonomous District Council vaw pahno awpa ta.
4. PA to All Elected Office Holders Mara Autonomous District Council vaw pahno awpa ta.
5. All head of Offices, MADC, vaw pahno awpa ta.
6. The I & P.O, Mara Autonomous District Council vaw pahno awpa ta nata maniah phuazâhpa awpa ta.
7. The Liaison Officer, Mara House, Aizawl vaw pahno awpa ta nata abyuhna hawhta hmah vaw lapazi awpa ta.
8. Office copy.



Executive Secretary

Mara Autonomous District Council