

No.D.12015/1/2025-FEA
GOVERNMENT OF MIZORAM
FINANCE DEPARTMENT
(Economic Affairs)

MINECO, Aizawl,
The 26th June, 2025

OFFICE MEMORANDUM

In partial modification of this Office O.M No.D.12015/1/2025-FEA dated 26/03/2025 and 28/03/2025, relating to family declaration in respect of the employees of the Government of Mizoram under Mizoram Universal Healthcare Scheme, 2025, the list of family member is revised as reproduced below:-

Sl. no.	Relationship with the employee	Documents ¹ to be enclosed along with the declaration
1	Spouse	Attested copy of Certificate of Marriage issued by concerned Registrar of Marriage or EPIC/ADHAAR of the employee or his/her spouse that shows their relationship.
2	Parents/Stepmother	1) Attested copy of EPIC/ID/ADHAAR of the employee or of the parents/stepmother that shows the relationship between the parents/stepmother and the employee. 2) In case of Stepmother, Marriage Certificate of the parents is to be submitted.
3	Parents-in-law (for female employees only)	Attested copy of EPIC/ID/ADHAAR that shows their relationship with the husband of employee supported by the option exercised by the employee that she chose her parents-in-law over her natural parents to be included in the family members.
4	Children/Stepchildren (son/ daughter) below 25 years of age	Attested copy of Birth Certificate/ ID cards showing the relationship with the Govt. Servant directly or indirectly.
5	Minor brother below 18 years of age	Attested copy of Birth Certificate.
6	Dependent unmarried daughter/ sister above 25 years of age	Attested copy of – 1) ID cards showing the relationship directly or indirectly. 2) Non-marriage Certificate/ Testimonial issued by concerned Registrar of Marriages. 3) Income certificate to show the dependency.
7	Dependent divorced or widowed daughter/ sister	Attested copy of – 1) ID cards showing the relationship directly or indirectly. 2) Divorced Certificate/ Testimonial issued by concerned Registrar of Marriages. 3) Income certificate to show the dependency.
8	Adopted children	Attested copy of order of adoption issued by District Magistrate
9	Disabled son/ brother	Attested copy of – 1) ID cards showing the relationship directly or indirectly. 2) Permanent disability certificate issued by Social Welfare Department.

¹**Note:** Documents can be authenticated by the Controlling Officer as follows –

- (i) EPIC – by scanning the bar code on the ID or by searching the EPIC No. from the voter's service portal <https://electoralsearch.eci.gov.in/>
- (ii) Aadhaar – by scanning the QR code on the Aadhaar.

Sd/- RAMCHUANA
Secretary to the Govt. of Mizoram,
Finance Department

Memo No.D.12015/1/2025-FEA

Dated Aizawl, the 26th June, 2025

Copy to:

- 1) Secretary to Governor, Government of Mizoram.
- 2) PS to Hon'ble Chief Minister, Government of Mizoram.
- 3) PS to Speaker/Dy. Speaker/Ministers/Ministers of State, Government of Mizoram.
- 4) Sr. PPS to Chief Secretary, Government of Mizoram.
- 5) Sr. PS to Finance Commissioner, Government of Mizoram.
- 6) All Principal Secretaries/Commissioners/Secretaries, Government of Mizoram.
- 7) All Administrative Departments, Government of Mizoram.
- 8) All Heads of Departments, Government of Mizoram.
- 9) Chief Controller of Accounts, Government of Mizoram.
- 10) Joint Director Finance &Accounts/ Deputy Director of Accounts/FAO of all Departments
- 11) CEO, Mizoram State Health Care Society (MSHCS) for information and necessary action.
- 12) All Officers under Finance Department.
- 13) All Treasury Officers.
- 14) Website Manager.
- 15) Guard File.

 26/6/2025
(JENNIFER HL DUHAWMI)

Additional Secretary to the Govt. of Mizoram,
Finance Department (EA)