

**DEPARTMENT OF
PERSONNEL AND ADMINISTRATIVE REFORMS**

ANNUAL ADMINISTRATIVE REPORT FOR 2008-2009.

I. INTRODUCTION:

The Annual Administrative Report covers the period 01-03-2008 to 28-02-2009.

The Department of Personnel and Administrative Reforms is primarily responsible for the Personnel policies of the State Government, Services matters, Training of officials, Administrative Reforms, Pension matters, Vigilance matters, Reservation in Services etc. The Department is the cadre controlling authority for the IAS (Indian Administrative Service), NCS (Nagaland Civil Service) and NSS (Nagaland Secretariat Service). It is also the Administrative Department for the Administrative Training Institute, Vigilance Commission, Nagaland Public Service Commission and Nagaland Information Commission

The Department is headed by Commissioner & Secretary who is assisted by one Joint Secretary, one Deputy Secretary, two Under Secretaries, one Senior Pension Analyst, One Organisation and Method Officer, one Record Officer, one Senior Research Officer, and other supporting staff.

II. SERVICES:

(A) INDIAN ADMINISTRATIVE SERVICE (IAS)

The IAS (Indian Administrative Service) of Nagaland Cadre has an authorised strength of 70. At present out of 70 cadre strength, 49 are direct recruit posts and the remaining 21 are promotional posts. As on 01-01-2009 there are 49 officers in position out of which 13 are on deputation to Central/ State Governments/ Public Sector Undertakings and 2 are on further studies.

The following IAS Officers retired from service during the period under report:

- 1) Shri. Eshenthung Ezung.
- 2) Shri. R.B. Acharya.

(B) NAGALAND CIVIL SERVICE (NCS)

(1) The Nagaland Civil Service has an authorised strength of 282 out of which 213 officers are in position. At present 9(nine) NCS officers are under training at ATI, Kohima.

- (2) NCS officers were given promotion in the following grades during April 2008-09:
- (a) 2 (two) officers were promoted to Special Selection Grade.
 - (b) 3 (three) officers were promoted to Higher Selection Grade.
 - (c) 2 (two) officer were promoted to Selection Grade.
 - (d) 6 (six) officers were promoted to Senior Grade.
 - (e) 6 (six) officers were promoted to Higher Junior Grade.

3. The following officers died in harness during the period under report.

- (a) Shri Khezhaleho Rhetso, SDO (C), Tamlu.

(C) NAGALAND SECRETARIAT SERVICE (NSS).

1. (a) The New Nagaland Secretariat Service Rule, 2008 had come into force with effect from 29th February, 2008 as Notified in the Nagaland Gazette.
(b) The Nagaland Secretariat Service (NSS) has an authorized strength of 608 which consists of Junior Secretariat Assistant (Grade-III, Non-Gazetted) up to the level of Secretary.
2. In pursuance of the Notified NSS Rule-2008, the following posts of NSS Cadre had been re-designated vide No.PAR/NSS/SR-1/06 dated 09/09/2008 as below:
 - (a) Superintendent. (Class-I, Gazetted) as Section Officer (S.O).
 - (b) Assistant Superintendent (Class-II, Gazetted) as Jr Section Officer (J.S.O).
 - (c) U.D.A. (Class-III, Non-Gazetted) as Secretariat Assistant (S.A).
 - (d) L.D.A. (Class-III, Non-Gazetted) as Junior Secretariat Assistant (J.S.A).
3. As a follow up of an order No.AR-6/4/78 dated 04/03/2008 and by a Memorandum No. SAB(A)-12/8/2008 dated 10/9/08, all the Service matters of the Junior Secretariat Assistants (J.S.A) and Secretariat Assistants (S.A) had been transferred to P & AR Department.
4. On the recommendation of the DPC, the following numbers of Officers were promoted to the next higher post during 2008-2009 as shown below:
 - (a) 2 (two) Deputy Secretaries were promoted to the rank of Joint Secretaries.
 - (b) 2 (two) Under Secretaries were promoted to the rank of Dy Secretaries.
 - (c) 3 (three) Junior Section officers were promoted to the rank of Section Officers (one officer given proforma promotion).
 - (d) 4 (four) Secretariat Assistants were promoted to the rank Junior Section Officers.
5. The following NSS Cadre members expired during 2008-2009.
 - (a) Shri. Chingpuh Phom, Sect Assistant expired on 01.04.08.
 - (b) Shri. Ngusalie Angami Jr Sect Assistant expired on 13.02.09.

III. ADMINISTRATIVE REFORMS BRANCH :

(1) The AR Branch deals with a variety of issue, including Personnel policy, Service matters, Training matters etc.

During the period under report, AR Branch issued the following instructions/guidelines:

(i) The Government revised the Reservation policy for the Backward Tribes giving **25%** of all categories both Gazetted and Non-Gazetted posts under the Government of Nagaland for the persons belonging to the following 6 (six) Tribes of four Districts of Mon, Tuensang, Kiphire and Longleng:-

- | | | |
|-----------|-----------------|-----------------|
| (1) Chang | (2) Khiamungang | (3) Konyak |
| (3) Phom | (5) Sangtam | (6) Yimchunger. |

Further, the balance **8%** of all categories was reserved for the following Backward Tribes:

- | | | |
|----------------|-------------|-------------|
| (1) Chakhesang | (2) Pochury | (3) Zeliang |
|----------------|-------------|-------------|

- (ii) An Office Memo was issued restructuring the following Departments:-
- (a) The subject matters of Technical Education alongwith the SPIU attached to it merged back with the Department of Higher Education as it was before 01-10-2004 and be named as Department of Higher and Technical Education.
 - (c) The Department of Science and Technology e merged with the Department of Information Technology.
- (iii) Constituted a High Power Committee under the Chairmanship of Additional Chief Secretary(Home) to examine the matters relating to fixation of maximum length of service for Government employees.
- (iv) Issued O.M on the terms of condition of service of Chief Information Commissioner and Information Commissioners of Nagaland Information Commission.
- (v) Issued O.M enhancing the qualifying years for pension of the State Government employees for full pension benefits from the existing 32 to 33 years.
- (vi) Issued O.M. restructuring the gradation of the posts of all categories of the posts of Typists under the State Government.
- (vii) Constituted a Committee under the Chairmanship of Shri Khrielle Kevichusa, IAS (Retd) to suggest a proper benchmark or yardstick for determining backwardness for the purpose of prescribing reservations.

IV. OTHERS:

(1) O & M Cell of the Branch disposed off 439 files relating to Personnel Policy and other Service matters referred to P &AR Department by various Departments.

(2) PENSION CELL:

The Pension Cell disposed off the following cases during the period from 1-3-2008 to 28-2-2009 as under.

- (a) 2 IAS Officers and 1(one) IFS Officer retired on Superannuation.
- (b) 35 cases of Invalid Pension for the various Department cleared by the Department.
- (c) 5 Pension cases of clarification and objections from Accountant General Office disposed.
- (d) The P&AR Department convened the Nodal Officers of all Administrative Head and Heads of the Departments and gave clear instructions and guidance and speedy disposal of pensions cases.
- (e) Organised One day Pension Training of all AHOD/HOD in the level of Superintendent and Dealing Assistants of the Pension at ATI Complex, Kohima

V. ADMINISTRATIVE TRAINING INSTITUTE

1. INTRODUCTION:

The Administrative Training Institute, Kohima is the apex training Institute in the State of Nagaland. It was established in 1972 with the objective of updating and enhancing professional knowledge and skills needed for better performance of individuals and organizations and to promote better understanding of professional requirements and bringing about the right attitudinal orientation.

Mission statement: As the Management Training and Consultancy arm of the Government of Nagaland, our mission is:-

- i. To help the Government Departments tackle their challenging and complex public administration issues with a view to make continuous improvement in their performance.
- ii. To develop ATI into an Institute of Regional importance through building up the knowledge base in core areas of public management, research and consultancy and training competencies.

Core values: We believe in the following core values while carrying out our mission:

- i. Create a culture of continuous learning and change.
- ii. Practised the principles of Management that we preach.
- iii. Always applying our heart to the knowledge and wisdom.
- iv. Strive for leadership in our area of work.

Our tasks:

- i. Identification of the training needs of Government Departments in terms of knowledge, skill and attitude that would improve the performance.
- ii. Creation of knowledge base through development of faculties.
- iii. Creation of learning facilities and atmosphere for continuous learning by public executives, faculties and other decision makers.
- iv. Organization of professional training to the civil servants like IAS, NCS, NSS and other departmental executives at the induction level and at the different stages of their service career.
- v. Continuous evaluation of the training programmes by the trainees, user departments and ATI faculties with a view to evolve relevant training content, pedagogy and programmes.
- vi. Undertaking project works and consultancy services to various Government Departments by the faculty members and other agencies involved in developmental activities.
- vii. Generation of internal resources through optimal use of existing infrastructure available with the ATI.
- viii. Institution Building through internal systems, processes and innovations and collaboration with other training and learning institutions.

ORGANISATION:

The ATI is headed by a Director and assisted by Additional Director, Joint Director, two Senior Lecturers, three Lecturers, Research Officer and other supporting staff headed by Registrar and two Superintendents. There are 62 employees consisting of 45 permanent and 17 Contract employees.

2. ACHIEVEMENTS DURING 2008-2009:

1. The Administrative Training Institute (ATI), Kohima has been imparting one year residential training to the newly recruited officers of the Nagaland Civil Service (NCS). ATI has also been authorized by Government to conduct the Departmental Exam of NCS Probationers on completion of the one year training which were earlier been conducted by the NPSC. Presently, nine NCS officers (2007 batch) are undergoing training at ATI. Their course will be completed in February 2009. As part of the training, all officer trainees are to compulsorily stay in the hostel. PT exercise & jogging in the morning are compulsory. The trainees undertook trekking to Mt.Puliebadze and 3 days outing programme to Dzukou valley during May, 2008. The officer trainees did four month **District Attachment** Programme in Dimapur, Mokokchung and Mon from June to September, 2008. To keep track of their daily activities during the District Attachment period; each trainee was asked to send their weekly report to the Course Coordinator at ATI, Kohima through e-mail. A five day **Village Visit** programme was also arranged for exposing the trainees to rural life. During this period, the probationer stayed with the villages and studied socio-economic-political situation that exist in a village.

In 2007 the trainees were sent to Longwa & Pangsha of Mon and Tuensang respectively and last year they were sent to Kijumetouma & Dihoma Villages of Kohima district. The trainees joined the **Governors at Home** programme during the **Independence Day**, witnessed the Legislative Assembly proceeding etc. The probationers also attended one week **Police Attachment** programme at Police Training School, Chumukedima and one week attachment programme with the **Land Records & Survey** department at Dimapur. The Institute has also endeavoured to develop the officer's ethical and spiritual aspect of work. A one week Management course capsule with the firm **6th Senses** from Bangalore in which Dr. Abraham was the resource person. Also, a six day programme was organized with the assistance from **HAGGAI** Institute was conducted.

This year activities comprise All India Study Tour during January, 2009 and a one week Army attachment programme with the **5th Mountain** Division stationed at Arunachal Pradesh sometimes during February, 2009. The curtain on the one year NCS Institute Foundation Course will come down Departmental Exams by the last week of February, 2009 after which the Officers will embark on a new mission as an administrator in different districts of the state.

2. The 38th Batch Secretariat Services Foundation Course was conducted from 12th May to 13th August 2008. Altogether 38 assistants from the Civil Secretariat and Directorates attended the training and a total of 35 trainees qualified in the written examination conducted at the end of the course.
3. During April to December, 2008 under state plan a total of 7 different categories of accounts training were conducted. Altogether 161 officers/officials were trained at the level of Assistant Directors, Deputy Directors, Joint Directors, DDOs in the education department, Accountants working in district offices and officials dealing directly with pension matters in the districts.
4. Mass Skill Upgradation Training Programme (19th to 34th batch) on office procedure, computer applications, RTI Act, 2005, Nagaland service conduct rules, 1968, Nagaland service disciplines and appeal rules 1967, was conducted during the period between April, 2008 and December, 2008 for Government employees. 425 Directorate employees of different levels have been trained.

5. To make our Government employees adaption handling computers three training courses on Computer Fundamentals and Applications, Internet Services, PC Hardware Repair and Maintenance, were conducted between April and December, 2008 for Officers and Assistants of different departments.
6. The Disaster Management Cell of ATI has conducted 12 different training courses with 240 participants on Disaster Management during April to December, 2008. This training was specially targeted for the Administrators, Police, Educational Institutions and NGOs.
7. Two Training programmes on Double Entry System and Computer fundamentals and Applications for Municipal Members and Town Committees were conducted under HUDCO. Under this programme, 23 participants were trained during April to December, 2008.
8. Under Good Governance Training programmes sponsored by UNDP six programmes on Right to Information Act, 2005 were conducted. More than 487 Appellate Authority, PIOs, APIOs, Office Assistants, NGOs, Civil Societies, Medias, Police, Administrators, Forest officials, excise etc in the State were trained. Two trainings were held on Human Rights with Resource Persons from NHRC and other experts in this field. Universal Declaration of Human Rights and it relevance in local scenario, Human Rights and NHRC, Rights of the Elderly, HIV/AIDS, Gender Rights, Rights to Environment, HR and Indian Constitution, Rights of Disabled Persons, Rights of the Child were some of the topics which were taken up during the training.
9. Three Training programmes on Management of Office Procedure, Financial Management, RTI Act, were imparted to BDOs, Medical Doctors in the State during the period between April and December, 2008.
10. Under Department of Personnel and Training (DOPT) sponsored programme 7 training courses have been conducted. More than 191 trainees of different level of officials in the Departments were trained on RTI Act, 2005, Accounts and Financial Rules, Computer Fundamentals, Empowerment of Women, Pension Rules and Retirement Benefits and Project Management Techniques and Practices.
11. Training on Women Empowerment was conducted further the training for 'Gender Budgeting' is being finalized.
12. ATI organised three special training programmes during the period between April and December, 2008, A programme on "Transformational Leadership" for senior IAS and NCS officers in the State, a Seminar on Advance Leadership by HAGGAI for NCS (Prob) 2007, BDOs and Officers and a one day special workshop on Pension and Retirement Benefits (Pension Adalat) for superintendents, Officers and the Assistants dealing with pension in the offices of Head of Offices HoDs and Administrative Heads of the State. The training on Pension and Retirement Benefits was to suggest the time frame for identification and disposal of pending cases for each Department, assignment of responsibility for ensuring the timely issue of pension payment order to the retiring employees on the day of retirement and improving the skills in pension management in collaboration with the Accountant General Nagaland and P&AR Department, Nagaland.

3. Eleventh Five Year Plan (2007-2012):

An outlay of *Rs. 1280.00 lakhs* is allocated to the Administrative Training Institute during the Eleventh Five Year Plan which covers the period from 2007 to 2012. Considering all factors that are necessary for strengthening and improving the institutional growth, ATI has planned to utilize *Rs. 442.00 lakhs* under Revenue Section to meet all administrative and training needs and *Rs. 838.00 lakhs* under Capital Section for creation of infrastructural facilities for the new complex.

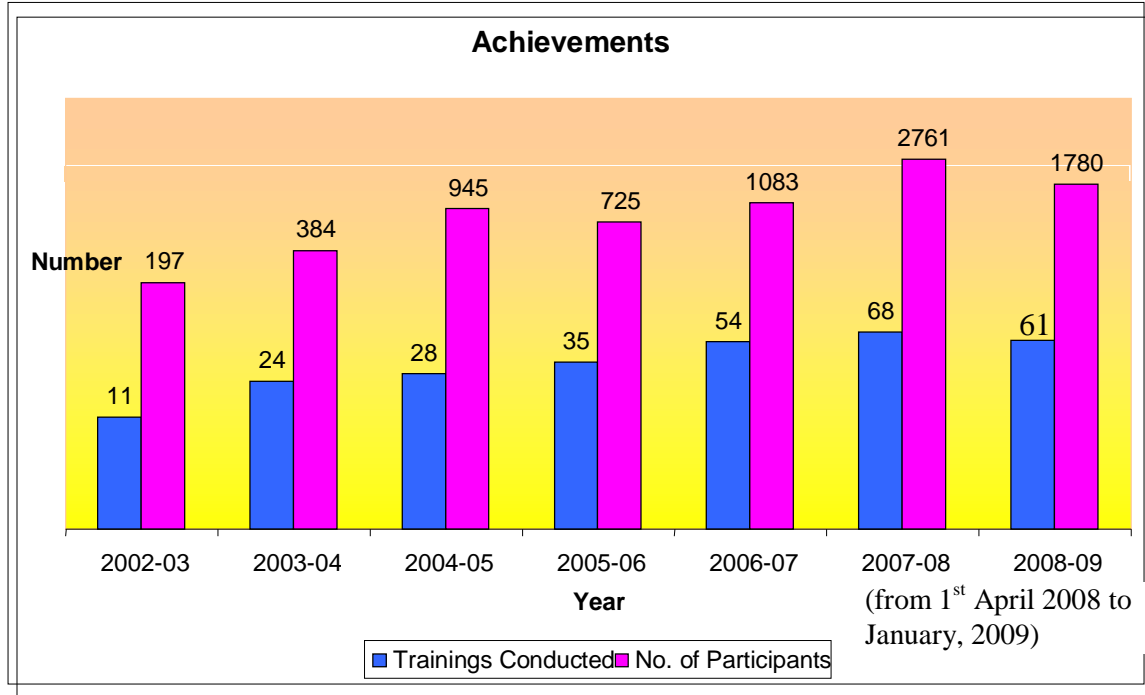
Out of the annual outlay of *Rs. 459.00 lakhs* during 2009-2010, *Rs. 184.00 lakhs* is under Revenue Section, and *Rs. 275.00 lakhs* is under Capital Section.

With increasing number of training programmes being conducted, more administrative expenses under Revenue section has become inevitable to meet the administrative needs. Therefore, fund provision under Revenue section has been enhanced as indicated in the Annexure. The details of expenditure proposed during 2009-10 are shown below:-

- i. We propose to appoint a Consultant in Law and 3 nos of Drivers on contract for which *Rs. 2.40 lakhs* has been earmarked.
- ii. To meet the expenditure of the NCS probationers for All India Study Tour (Bharat Darshan) and 4 months District Attachment an amount of *Rs. 7 Lakhs* is proposed.
- iii. To equip the library with godrej bookshelves, furnishing of the hostel by procuring materials such as blankets, halogen heaters, geysers, TV, curtains, bed sheets, bed covers, overhead tankers, water pumps, deep freezer, aqua guard, etc., furnishing of auditorium and VIP lounge, furnishing of dining hall and hostel kitchen, normal training expenses for conduct of various training programmes including stationery requirements an amount of *Rs. 53 lakhs* has been earmarked.
- iv. 7 (seven) vehicles have been condemned during 2008-09. As a result the Institute faces acute shortage of vehicles for performing duties like lifting and dropping of guest faculties and officers coming from within and outside of the state, transporting participants of various courses which has been an increase the number of training programmes increased and for attachment to the entitled officers. An amount of *Rs. 55 Lakhs* has been provided for replacement of the condemned vehicles.
- v. An amount of *Rs. 2 Lakhs* has been earmarked for meeting expenditure pertaining to rent, taxes & rates.
- vi. For procuring IT related consumable goods to meet the daily demands of the ongoing training programmes an amount of *Rs. 4 Lakhs* is provided.
- vii. To equip the advanced computer lab with adequate number of computer sets for meeting the requirement of trainees and to procure a machine for performing publication works of materials and producing quarterly journal of the institute, an amount of *Rs. 10 Lakhs* is provided.
- viii. Apart from works taken up under capital section, renovation works of the Departmental quarters are to be taken up by the institute. An amount of *Rs. 20 lakhs* has been earmarked to carry out these works.
- ix. To purchase the minimum requirement of books for the library, journals and other related expenditures, an amount of *Rs. 5 lakhs* is provided.
- x. With the increase in the number of training programmes, more and more officers from various departments are being engaged as guest faculties. The payment of honorarium is mounting up and to meet such expenditure an amount of *Rs. 3 lakhs* is earmarked.
- xi. A separate minor Head of Account under 2070 – Other Administrative Expenses was introduced in the year 2006-07 for Disaster Management Cell, ATI. The Ministry of Home Affairs, New Delhi provides salaries of the staff of the Cell. However, no other expenses are provided to meet the expenses of the training programmes conducted by the Cell. To carry out various training programmes of Disaster Management in the State, the Institute proposes to provide a sum of *Rs. 16 lakhs*.

3.1 Achievements under Revenue Section during 2008-09:

During the Eleventh Five Year Plan period, there has been a significant increase in the activities of the Institute. Besides the normal training activities, various sponsored training programmes by HUDCO, DOPT, DONER, Disaster Management, etc. are being conducted.



The following Training programmes were conducted during 2008-09

Sl. No	Course Title	Dates (From)	Dates (To)	No of Participants
A . Induction Course				
1	Foundation Training NCS (Prob) 2007 batch	18 th April 2008	18 th April 2009	9
2	38 th Batch SSFC	12 th May, 2008	13 th Aug.,2008	38
B. Accounts Trainings				
1	Orientation Programme	21 st April, 2008	2 nd May 2008	7
2	ToT on Pension & Retirement Benefit	25 th June 2008	27 th June 2008	23
3	Orientation prog. on Financial mgnt. & Rules & Regulations	7 th July 2008	18 th July 2008	27
4	Establishment Matters & Financial Rules	4 th August 2008	8 th August 2008	15
5	Refresher Course on Accounts	15 th Sept. 2008	26 th Sept. 2008	36
6	Pension and Retirement Benefit	15 th October, 08	17 th Oct, 2008	17
7	Orientation Programme on Office Procedure, Financial Management and Govt. Rules & Regulations	17 th Nov. 2008	28 th Nov. 2008	36

C. Mass Skill Upgradation Training Programme for Government Employees.				
1	19 th Batch MSU	7 th April 2008	15 th April 2008	10
2	20 th Batch MSU	21 st April 2008	28 th April 2008	12
3	21 st Batch MSU	5 th May 2008	12 th May 2008	22
4	22 nd Batch MSU	19 th May 2008	26 th May 2008	30
5	23 rd Batch MSU	2 nd June 2008	9 th June 2008	21
6	24 th Batch MSU	16 th June 2008	23 rd June 2008	30
7	25 th Batch MSU	30 th June 2008	7 th July 2008	32
8	26 th Batch MSU	14 th July 2008	21 st July 2008	35
9	27 th Batch MSU	38 th July	4 th Aug. 2008	40
10	28 th Batch MSU	18 th Aug, 2008	25 th Aug, 2008	41
11	29 th Batch MSU	1 st Sept. 2008	8 th Sept. 2008	25
12	30 th Batch MSU	15 th Sept. 2008	22 nd Sept 2008	37
13	31 st Batch MSU	13 th Sept. 2008	20 th Sept. 2008	22
14	32 nd Batch MSU	3 rd Nov. 2008	10 th Nov. 2008	25
15	33 rd Batch MSU	17 th Nov. 2008	24 th Nov. 2008	25
16	34 th Batch MSU	24 th Nov. 2008	2 nd Dec. 2008	18
D. Computer Trainings				
1	Computer Fundamentals & Applications	9 TH June 2008	13 th June 2008	28
2	PC Hardware Repair & Maintenance	24 th July, 2008	25 th July, 2008	29
3	Computer Fundamentals & Applications	27 th Oct, 2008	31 st Oct, 2008	24
E. Disaster Management Trainings				
1	Gender & Psycho - Social Care in Disaster.	5 th May 2008	9 th May 2008	30
2	ToT on Emergency Health Mgnt.	7 th July, 2008	11 th July 2008	12
3	ToT on Emergency Health Mgnt	14 th July, 2008	18 th July, 2008	26
4	ToT for Prog. For State Resource Persons on School Safety	21 st July, 2008	23 rd July, 2008	11
5	-do-	28 th July, 2008	30 th July, 2008	8
6	Disaster Management	11 th August, 08	13 th August, 08	12
7	Two days workshop on inclusion of DM in the ongoing training for training institutions	11 th August, 08	12 th August, 08	42
8	ToT Prog. On DRM for Dist. Master Trainers	18 th August, 08	22 nd August, 08	20
9	ToT Prog. on gender issues in DM	3 rd Sept, 2008	5 th Sept, 2008	31
10	Refresher Course for State Nodal Officers & District Nodal Officers.	29 th Oct, 2008	31 st Oct, 2008	11
11	ToT Prog. On DRM for Dist. Master Trainers	3 rd Nov., 2008	7 th Nov., 2008	23
12	2 days DRM Programme	10 th Nov., 2008	11 th Nov. 2008	14
F. Good Governance Trainings				
1	RTI Act, 2005	18 th June 2008	20 th June 2008	61
2	RTI Act, 2005	24 th June 2008	24 th June 2008	29
3	RTI Act, 2005	9 th July 2008	11 th July 2008	70
4	RTI Act, 2005	28 th July 2008	30 th July, 2008	93
5	RTI Act, 2005	8 th August, 2008	8 th August, 2008	123
6	RTI Act, 2005	10 th Sept, 2008	12 th Sept, 2008	77
7	Human Rights	3 rd Nov., 2008	4 th Nov., 2008	16
8	Sensitisation Programme on Human Rights	10 th Nov., 2008	11 th Nov. 2008	17

G. HUDCO Programmes				
1	Double Entry System	3 rd Sept, 2008	5 th Sept, 2008	14
2	Computer Fundamentals & Applications	20 th Oct. 2008	24 th Oct. 2008	9
H. Management Programmes				
1	RTI Act, 2005	4 th August, 2008	5 th August, 2008	7
2	Office Procedure & Financial Mgmt.	19 th August, 08	22 nd August, 08	17
3	Office Procedures	24 th Sept, 2008	26 th Sept, 2008	16
I. Sp. Progs.				
J. DOPT Sponsored Programmes				
1	RTI Act, 2005	25 th June 2008	27 June 2008	38
2	Accounts and Financial Rules	21 st July, 2008	25 th July, 2008	14
3	MS & MS Power point	18 th Aug, 2008	22 nd Aug, 2008	24
4	Empowerment of Women	25 th Aug, 2008	29 th Aug, 2008	29
5	RTI Act, 2005	24 th Sept, 2008	26 th Sept, 2008	31
6	Project Management	20 th Oct. 2008	24 th Oct. 2008	18
7	Retirement & Pension Benefits	25 th Nov. 2008	27 th Nov. 2008.	37
Others				
	Transformational Leadership Trg.	24 th April 2008	24 th April 2008	40
	Special Trg. on Advance Christian Leadership	15 th May 2008	20 th May 2008	20
	Sensitisation Prog. on DRM	29 th Aug, 2008	29 th Aug, 2008	26

Abstract

No of training conducted	Average No. of participants per training	Gender ratio			Male –Female Average Attendance		
		Male Trainees	Female Trainees	Total	Male	Female	Total
61	29.18 %	1264	516	1780	71%	29 %	100 %

The remaining training programmes are proposed to be conducted from February, 2009 to March, 2009.

Human Resource Development: As a part of faculty development and for building the capacity of the Institute to handle new and emerging knowledge areas;, it is proposed to compulsorily depute faculty members every year to selected renowned National Institutions for training so that they update their knowledge, learn new skills and also study the infrastructural facilities of other Institutions bring which can about continuous change the State Administrative Training Institute.

3.2. Achievements under Capital Section during 2008-09:

Sl No	Name of Works	Achievements
1	Exterior Painting of Faculty Block, Hostel Block and Administrative Block.	completed
2	Renovation of Staff Quarters	completed
3	Construction of RCC Retaining Wall in front of Hostel Building.	70% completed
4	Retaining Wall with RCC columns and beams for Type V Qtrs. 2 Nos. at ATI Complex	completed
5	Construction of protection wall F/side of Type IV qtrs. 2 Nos.	completed
6	Construction of protection wall: front side of the main approach road and back side of Type -IV quarters - 2Nos.	completed

7	Providing compound soiling and CC pavement for Type-V quarters - 2 Nos. and Type-IV quarters- 2 Nos.	completed
8	Addl. Work for construction of RCC Retaining wall below type-V qtrs. 2 Nos. (phrase II)	completed
9	Construction of drainage with concrete pavement on the front side of phase I Residential Type -V (2 Nos.)	completed
10	Construction of side drain and bricks wall fencing front side of type-IV Qtr-2 Nos at ATI Complex, Kohima.	completed

VI. STATE VIGILANCE COMMISSION:

The State Vigilance Commission was set up in 1975 by a Resolution of the Government of Nagaland. The jurisdiction and the powers of the State Vigilance Commission extends to matters top which executive powers of the State Government extends in relating to investigation and enquiries into the alleged malpractices, corruption and misconduct of public servants.

The Vigilance Commission is empowered to enquire into or to investigate into complaints of corruption, misconduct and misdemeanours on the party of the public servants as also cases where the public servants exercises or refrain from exercising his powers for improposes. The creation of the State Vigilance Commission however does not restrict in any manner the responsibility of the various Disciplinary Authorities.

The Government of Nagaland by a Notification NO.CON-248/75 (Pt) dated 12.06.2007, the Director of Vigilance & Anti Corruption Nagaland to be the Officer-in-Charge of Vigilance Police Station for the whole State of Nagaland with Headquarters at Kohima vide Notification dated 21.08.1999 is re-designated as Director & DIGP, Vigilance & Anti Corruption, Nagaland.

The Government of Nagaland by a Notification No. LAW/Act-18/87dated 23.03.2007, the Tribunal for Disciplinary Proceedings in the Vigilance Commission, Nagaland as the Special Judge within the jurisdiction of the State of Nagaland.

Achievement Report of Directorate of Vigilance and Anti-Corruption during March 2008 to February, 2009.

1. B.VIG-1/2003: Administrative Warning has been served to 1(one) SDO PWD (R&B) Sanis on 10.09.2008.
2. B.VIG-1/2007:
 - (i) Rs.2,22,550/- has been recovered from 1(one) retired Principal Director of Health & Family Welfare, Nagaland, Kohima on 12.04.2008.
 - (ii) Administrative Warning has been served to 1 (one) EE PWD (R&B) on 03.09.2009.
 - (iii) Administrative Warning has been served to 1 (one) SDO PWD (R&B) on 10.09.2008.
3. B.VIG-1/2004:
 - (i) Administrative warning has been served to 1 (one) E.E. (CAWD), Nagaland.
 - (ii) Administrative warning has been served to 1(one) SDO (CAWD) and 1(one) Junior Engineer CAWD on 10.09.2008.
4. A.VIG-3/2007 Draft article of Charge and statement of imputation framed against 1 (one) Dy.S.P. (Vigilance) has been forwarded to the P&AR Department (Vigilance Branch) on 22.04.2008.
5. A.VIG-6/2007 Draft article of Charge and statement of imputation framed against 1 (one) Dy.S.P. (Vigilance) has been forwarded to the P&AR Department. (Vigilance Branch) on 03.06.2008.

6. A.VIG-3/2005 Recovered Rs. 17,000/- from 1(one) Teacher under DIS, Dimapur on 10.07.2008.
7. A.VIG-2/2008 Administrative warning has been served to the following officers on 30.07.2008.
(i) 1 (one) District Statistical Officer, Tuensang.
(ii) 2(two) I.O.S. under DSO, Tuensang.
8. A.VIG-5/2006 Draft article of Charge and statement of imputation framed against 1(one) Pharmacist at Thakiye Sub-Centre under CMO, Zunheboto has been forwarded to the Principal Director, H&FW, Nagaland, Kohima on 28.08.2008.
9. A.VIG-1/2006 Draft article of Charge and statement of imputation framed against PCCF Nagaland has been forwarded to the Chief Secretary, Nagaland, Kohima on 05.09.208 and he has been placed under suspension on 17.11.2008.
10. R.C-3/2008 Draft article of Charge and statement of imputation framed has been forwarded to the Chief Secretary, Nagaland 20.08.08. :-
(i) 1 (one) IAS & Commissioner & Secretary (W&H)
(ii) 1 (one) CE PWD (R&B)
(iii) 1 (one) Dy. Secretary (W&H)
(iv) 2 (two) E.E., PWD (R&B)
11. R.C-3/2008: Draft article of Charge and statement of imputation framed has been forwarded to the Chief Secretary, Nagaland and the P&AR Department (Vigilance Branch and Engineer in Chief on 20.10.2008:
(i) 1 (one) Commissioner & Secretary (W&H)
(ii) 1 (one) CE PWD (R&B)
(iii) 2 (two) E.E., PWD (R&B)
(iv) 1 (one) Dy. Secretary (W&H)
(v) 1 (one) S.O. PWD (R&B)
(vi) 1 (one) Cashier.
12. E.VIG-18/2004 1(one) Naik MT Branch (PHQ) has been imposed penalty of stoppage of 1 (one) year increment with cumulative effect on 08.12.2008
13. A.VIG-7/2008 Physical verification of VRS claimants with the following detection of financial involvement in 28 PWD Divisions under R&B and Housing Division and submitted its report to the Govt. of Nagaland on 07.11.2008 :-
(i) Total Number of VRS Claimants - 3515.
(ii) Total Number of VRS Claimants physically verified - 2672.
(iii) Total Number of VRS Claimants considered as genuine - 1441.
(iv) Total Number of VRS Claimants reported expired as genuine - 177.
(v) Total Number of VRS Claimants rejected/not verified - 1897.
(vi) Total sanctioned for payment to VRS claimants - Rs. 8,34,81,250/-
(vii) Total payment for consideration to the claimants after physical verification - Rs. 3,84,27,500/-
(viii) Total saving concluded by the STF - Rs. 4,50,53,750/-
14. R.C-1/2008 A. Draft article of Charge and statement of imputation framed against the following officials have been forwarded to the Engineer-in-Chief, PWD, Nagaland, Kohima on 05.09.2008 :-

- (i) 2 (two) Sectional Officer, PWD (R&B) Mokokchung Division.
- (ii) 1 (one) UDA-cum-Cashier PWD, R&B Mokokchung Division.

15. R.C-1/2008

B. Draft article of Charge and statement of imputation framed against the following officials have been forwarded to the Finance Commissioner, Nagaland, Kohima on 05.09.2008 :-

- (i) 1 (one) Divisional Accounts Officer posted at PWD, R&B, Mokokchung Division.

16. R.C-1/2008

C. Draft article of Charge and statement of imputation framed against the following officials posted at PWD, R&B, Mokokchung Division have been forwarded to the Director of Treasuries & Accounts on 05.09.2008 :-

- (ii) 2 (two) Junior Divisional Assistant, PWD (R&B), Mokokchung Division.

17. R.C-1/2008

D. Draft article of Charge and statement of imputation framed has been forwarded to the Chief Secretary, Nagaland on 05.09.2008.

- (i) 1 (one) IAS & Commissioner & Secretary (W&H)
- (ii) 1 (one) CE PWD (R&B)
- (iii) 1 (one) Dy. Secretary (W&H)
- (iv) 2 (two) E.E. PWD (R&B)

18. R.C-4/2006

Charge sheet framed against the following officials have been forwarded to the Additional District and Session Judge, Vigilance Commission, Nagaland, Kohima on 02.01.2009 :-

- (i) Sub Treasury Officer, Pfuetro -1
- (ii) JDA-cum Sub Treasurer, Pfuetro -1
- (iii) JAA, Pfuetro -1
- (iv) Potdar-cum-Cashier -1
- (v) Contractor -1

Total -5 (five)

19. R.C-4/2006 and R.C-2/2008

1(one) Additional Superintendent of Police, Vigilance and Anti-Corruption has been awarded Governor's Commendation Certificate on the occasion of the Republic Day, 2009 for his meritorious service as the officer has timely detected the fraudulent drawal of Rs 6,60,38,475/- in the name of 335 fictitious pensioners at 5 Sub-Treasury office, Pfuetro for the period from 27/11/2003 to 13/03/2006 and charge sheet framed against 4 (four) officers and 1 (one) contractor has been forwarded to the competent court. Further, the officer has timely detected the fraudulent drawal of Rs 2,42,95,000/- at PWD (R&B), Mokokchung Division on 19/11/2007 and 04/12/2007 and draft articles of charge and statement of imputation against 7(seven) officers has been forwarded to the concerned competent authorities.

20. Registration of cases during March 2008 to February 2009:-

8 (Eight) Preliminary Enquiry cases and 8 (Eight) Criminal cases have been registered in the Vigilance Police Station, Nagaland, Kohima.

They are as follows:-

- (i) A. VIG-1/2008
- (ii) A. VIG-2/2008
- (iii) A. VIG-3/2008
- (iv) A. VIG-4/2008
- (v) A. VIG-5/2008
- (vi) A. VIG-6/2008
- (vii) A. VIG-7/2008
- (viii) A. VIG-8/2008
- (ix) R.C-1/2008
- (x) R.C-2/2008
- (xi) R.C-3/2008
- (xii) R.C-4/2008
- (xiii) R.C-5/2008
- (xiv) R.C-6/2008
- (xv) R.C-7/2008
- (xvi) R.C-1/2009

21. One DSP, Vigilance and Anti-Corruption has been issued with strictures by the Commission, for failure without cause to attend a Short Term Training conducted by the CBI Academy, Ghaziabad.

22. (i). 1 (one) Inspector of Vigilance has been deputed to under go for CBI Academy conducted on Investigation of Disproportionate Assets and Trap cases during 24.11.2008 to 28.11.2008.

(ii) 1 (one) Sub-Inspector of Vigilance Commission has been deputed to undergo 34th Basic Course at NEPA Umsaw, Meghalaya commencing from 02.02.2009.

REPORT ON ACTIVITIES OF THE TRIBUNAL WING DURING MARCH 2008 TO FEBRUARY 2009.

1. TRIBUNAL FOR DISCIPLINARY PROCEEDINGS:

The Disciplinary Proceedings are drawn against the delinquent Government Servant, this wing enquired into the case and submitted its findings to the Disciplinary Authority. Despite circulation issued by the P & AR Department to appoint T.D.P. as the enquiry Officer, the respond from the Disciplinary Authorities seem to be not very encouraging.

Three cases have been entrusted to this Wing for enquiry during the said period.

CASES DISPOSED OFF AS T.D.P.

1. TRL1/2008 : Enquiry against Naik Rhyuzamo of MT Branch PHQ. The delinquent employee was charged as he inflated medical re-imburement by presenting fictitious bills for the treatment of his aunty Smti. Orensali. Dependency Certificate issued by Wokha Administration certifies Smti. Orensali as the mother of the charged Govt. Servant whereas the fact is, she is the aunty of the delinquent servant. For the above facts the Disciplinary Authority submits that Naik Rhyuzamo is punishable under Rule 4 (1) (i)(ii) & (iii) of the NGSCR, 1968.

The Tribunal recommended the case may be awarded punishment of Minor Penalty under the Disciplinary and Appeal Rules, 1967. The case was forwarded to the Disciplinary Authority on 30.09.08. The Disciplinary Authority awarded punishment against Rhyuzamo by stoppage of 1 (one) year increment with cumulative effect on 18th December, 2008.

PENDING:

1. TRL2/2007: Enquiry against Shri Shahpong Phom, L.D.A. Vigilance Commission: The Delinquent Officer has been charged for stealing computers from the office and the pending inquiry.
2. TRL3/2007: Enquiry against Shri Aoakum Ao, ASI Vigilance Commission: The Delinquent Officer has been charged for stealing computers from the office and the pending inquiry.
3. TRL4/2007: Enquiry against Shri Imkong, E.E, Planning & Co-ordination Department: The Delinquent Officer has been charged for trying to bribe NPSC Officials for his daughter by paying Rs.5 lakhs for Nagaland Civil & Allied Services Examination, 2005. The matter is pending enquiry as the Delinquent Officer has moved the Hon'ble High Court.
4. TRL-2/2008: Enquiry against Shri Imnasowa, DIS, Longleng: The Delinquent Officer has been charged for submitting bills randomly without checking the genuineness of the appointment orders of the staff and without any application of mind which culminated in the fraudulent excess drawal of Rs. 4.78 crores during his tenure thereby causing pecuniary loss to Govt. Exchequer. The enquiry is at evidence stage.
5. TRL-3/2008: Enquiry against Shri V. Sekhose, Dy. S.P. Vigilance Commission: The Delinquent Officer was charged for manipulating his date of birth as 22.12.1961 in his Service Book by concealing his real date of birth of 30.10.1955 vide his Admit Card of HSLC Examination, 1970 issued by the Board of Secondary Education, Assam, Guwahati. His actual age as on 01.03.170 was 14 years, 4 months and 2 days. The enquiry is at evidence stage.

This Wing of the Commission has been entrusted with additional charges namely:

1. Election Tribunal and;
2. Additional District & Sessions Judge.

ELECTION TRIBUNAL :

1. EP-4/2004: Eduzu Vs Vilar Rutsa. The matter is pending at the stage of framing issues and filing of lists of witnesses.

SPECIAL JUDGE

1. R.C.-5/2006 : The present case arose out of the written complaint filed by Shri. N. Chielie, Engineer-in-Chief Nagaland on 18th August, 2006 alleging that there was illegal deduction of 50% of ADA arrears in respect of Work Charge staff under Housing Department, PWD. The case was disposed off on 28.08.2008, acquitting the accused due to lack of evidence.

ADDITIONAL DISTRICT & SESSIONS JUDGE.

PENDING :

1. GR 424/2000 Akuto & Othrs Vs State of Nagaland : The matter is part heard.
2. GR422/2000 Horangse & Othrs Vs State of Nagaland : The matter is part heard.
3. GR 606/2000 Horangse & Othrs Vs State of Nagaland : The matter is at the stage of hearing.

The existence of this wing will be made more meaningful if the instruction given by the P&AR under Circular No. PER/VIG/1/14/95 (Pt) dated 20.08.2004 Kohima is followed by the Disciplinary Authorities.

VII. NAGALAND PUBLIC SERVICE COMMISSION.

During the year 2008-2009, the Chairman, Members and Secretary of the Commission's were as follows:

1. Dr. V. Hokuto Zhimomi : Chairman.
2. Shri. Kevisozolie Suohu : Member-I.
3. Shri. Keron Janger : Member-II.
4. Dr. (Mrs) Kilemsungla : Member-III.
5. Shri. Tsumongo Lotha : Member-IV.
6. Mrs. Dellirose M. Sakhrie : Secretary.

1. During the period under report, the following posts were advertised and selection have been made and the list of selected candidates have been send to the Department concerned.

Non-Technical Services-Direct Recruitment (Written Test & Interview)

Sl No	Name of Departments	Name of the post	No of Candidates recommended
1.	P& AR	EAC	9
2	Home Department, Police.	DSP	11
3	Youth Resources & Sports	YRSO	1
4	Home Guards (Home Deptt),	District Commdt	2
5	Treasuries & Accounts	STO/JAO	5
		JDA	13
6	Taxation Department	Taxes Inspector	4
7	Social Welfare & Welfare Women Development	Supervisor	9
8	Home (SAB) 'A'	UDA	4
		LDA	6
Total			64

Technical Services

Sl No	Name of Departments	Name of the post	No of Candidates recommended
1	Justice & Law	APO	2
2	Health & Family Welfare	Medical Officer	20
		Junior Dental Surgeon	4
		Assistant Surgeon	1
3	Geology & Mining	Assistant Geologist	2
		Junior Drilling Engineer	1
4	Transport	MVI	1
5	Power	SDO (Elect)	2
		JE (Elect)	16
		JE (Civil)	3
		SDO(Civil Engg)	10
		JE (Civil)	18
6	Forest	Forester Grade-I	2
7.	Horticulture	FTA	1
Total			83

II. The Departmental Promotion Committee meetings for promotion of officers in respect of the following Departments were held in the Commission's office.

- (1) P&AR for NCS/NSS.
- (2) Fisheries.
- (3) Social Welfare.
- (4) Home Guards
- (5) Co-operation
- (6) Economics & Statistics.
- (7) Higher Education.
- (8) Vety & Animal Husbandry
- (9) Evaluation
- (10) Labour & Employment
- (11) Power.
- (12) SCERT.
- (13) Women Development
- (14) Fire Services
- (15) Soil & Water Conservation
- (16) Works & Housing.
- (17) Land Resources
- (18) School Education
- (19) Geology & Mining.
- (20) Transport & Communication
- (21) Village Guards
- (22) Horticulture