

**DEPARTMENT OF  
PERSONNEL AND ADMINISTRATIVE REFORMS**

**ANNUAL ADMINISTRATIVE REPORT FOR THE YEAR 2014-2015**

**I. INTRODUCTION:**

The Annual Administrative Report covers the period 01-03-2014 to 28-02-2015.

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 of the Administrative Training Institute, the Vigilance Commission, the Nagaland Public Service Commission and the Nagaland Information Commission

The Department is headed by the Additional Chief Secretary who is assisted by one Secretary, one Joint Secretary, three Deputy Secretaries, two Under Secretaries, one Record Officer, Senior Research Officer, Public Relation Officer and other supporting staff.

The Department aims to achieve excellence in governance and make optimum use of the human resources in government by:

- Formulating rational personnel management policies for all Departments that will increase efficiency in Government and ensure proper career planning for officers.
- Laying down procedures, standards and norms in recruitment, regulation of service conditions, postings, transfers, deputations and pension matters and providing advice to Departments on all matters related to public service.
- Enhancing transparency and accountability in Government and formulating appropriate public grievance redressal policies.
- Codification and simplification of procedures.
- Combating corruption through preventive and punitive vigilance.
- Ensuring fairness in recruitments and promotions by adherence to merit and established procedures.
- Providing quality training and motivation to Government employees by promoting modernization and enhancing skills.
- Maintenance of Government Records in a systematic manner.

## **II. SERVICES:**

### **(A) INDIAN ADMINISTRATIVE SERVICE (IAS)**

1. The IAS (Indian Administrative Service) of Nagaland Cadre has an authorised strength of 91. At present out of 91 cadre strength, 64 are direct recruit posts and the remaining 27 are promotional posts. As on 01-03-2015, there are 55 officers in position out of which 12 are on deputation/study leave to Central/State Governments/Public Sector Undertakings.

2. During the period under report the following IAS Officers retired from service on attaining superannuation of age.

- (i) Smti Banuo Z. Jamir, Chief Secretary w.e.f 31.09.2014.
- (ii) Shri Toshi Aier, Chief Secretary w.e.f 31.12.2014.
- (iii) Shri C.J. Ponraj, Chief Secretary w.e.f 28.02.2015.
- (iv) Shri H.K. Khulu, Addl. Chief Secretary w.e.f 30.06.2014.
- (v) Shri K. T. Sukhalu, Commissioner & Secretary, w.e.f 31.03.2014.
- (vi) Shri T. C. Sangtam, Commissioner & Secretary to Governor/PWD w.e.f 28.02.2015.
- (vii) Shri Y. L. Jami, Secretary, Land Revenue w.e.f 28.02.2015.

3. Shri Pankaj Kumar, IAS, Nagaland Cadre took over as Chief Secretary, Nagaland w.e.f 01.03.2015.

### **(B) NAGALAND CIVIL SERVICE (NCS)**

1. The Nagaland Civil Service has an authorised strength of 298 out of which 250 officers are in position. At present 20(twenty) NCS officers are under training at ATI, Kohima.

2. NCS officers were given promotion in the following grades during the period 2013-2014:

- (i) 1(one) officer was promoted to Super Time Scale.
- (ii) 5 (five) officers were promoted to Special Selection Grade.
- (iii) 7 (seven) officers were promoted to Higher Selection Grade.
- (iv) 7 (seven) officer was promoted to Selection Grade.
- (v) 7 (seven) officers were promoted to Senior Grade.
- (vi) 4 (four) officers were promoted to Higher Junior Grade.

3. 3(three) NCS Officers retired from service during the period on attaining the age of superannuation.

4. During the period under report, the following NCS Officers were inducted into the IAS.

- (i) Smti Anenla S. Longchari.
- (ii) Shri Imjung M. Panger.
- (iii) Shri Alan Gonmei.
- (iv) Shri Kelei Zeliang.
- (v) Smti Chubasangla Anar.
- (vi) Shri Rovilato Mor.
- (vii) Shri Akato Sema.

**(C) NAGALAND SECRETARIAT SERVICE (NSS).**

1. The Nagaland Secretariat Service (NSS) has an authorized strength of 637 which consists of Secretariat Assistant (Grade-III, Non-Gazetted) up to the level of Secretary. At present 413 officials only are in position.
2. During the period under report, the promotions were given to the following officers.
  - (i) Secretary : 1(one)
  - (ii) Additional Secretary : 3(three).
  - (iii) Joint Secretary : 11(eleven).
  - (iv) Deputy Secretary : 14(fourteen)
  - (v) Under Secretary : 19(nineteen).
  - (vi) Section Officer : 37(thirty seven).
  - (vii) Junior Section Officer : 13(thirteen).
3. During the period under report, 43 (forty three) officials retired from service.
4. 2 (two) NSS officials expired during the period.
5. During the period under report, 20(twenty) Secretariat Assistants were recruited through the Nagaland Public Service Commission.

**(D) EX- CADRE OFFICERS**

Besides these services, the State has been utilizing the services of other Central services and other State services etc. There are 12(twelve) and 3(three) ex-cadre officers from various Central services and other services within the State respectively.

**III. ADMINISTRATIVE REFORMS BRANCH.**

1. The AR Branch deals with a variety of issue, including personnel policy, service matters, training matters etc.
2. During the period under report, AR Branch issued the following Office Memorandum/ instructions/guidelines etc;
  - (i) Constituted a Committee to review implementation of policy for reservation for backward tribes in the State.
  - (ii) Constituted a High Power Committee to examine various grievances and demands of the Directorate Ministerial Staff Association.
  - (iii) Constituted a Committee for framing of the common Directorate & District Stenographers Service Rules.
  - (iv) Constituted a Cabinet Sub-Committee consisting of the following to examine the recommendation of the Work-Charged and Casual Employees Commission report.
  - (v) Issued an office memorandum restricting foreign travel on government expenses.
  - (vi) Issued a notification amending the Rules of Executive Business of the Government of Nagaland.



## **VI. ADMINISTRATIVE TRAINING INSTITUTE**

Administrative Training Institute (ATI) is the apex training Institute in the State. Established in 1972, the Institute aspires to identify the training needs of all categories of Government employees 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.

2. ATI's vision is to be the Centre of Excellence in training by creating a congenial learning atmosphere leading to wholesome competency.

3. ATI's mission is to help the Government Departments tackle their challenging and complex public administration issues with a view to make continuous improvement in their performance, to develop ATI into a Regional Institute of Excellence through building up the knowledge base in core areas of public administration, management, research, consultancy and training competencies.

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

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

5. Major responsibilities of ATI are as follows:

- (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 of 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.

6. The Institute comes under the Administrative control of Personnel and Administrative Reforms Department of the Government of Nagaland. It is headed by the Director assisted by two Additional Directors (Administration & Training), Two Joint Directors, One Deputy Director, One State Coordinator, Three Lecturers, One Research Officer, Two Librarians and other supporting staff presently headed by the Assistant Superintendent. All together there are 69 employees.

7. The following activities were performed by ATI.

1 A Common Induction Programme for IAS, NCS and Allied Services numbering 27(IAS-4, NCS-20, Allied-3) was held from 21-7-2014 to 2-8-2014. This was followed by Foundation Course from 4-8-14 to 28-11-2014 for the NCS (P).

2 Village attachment, with the objective to assess the socio-economic-political status in rural life, to evolve people-based solutions, to evaluate the working of village level institutions and to study the changes that have occurred in the villages was also carried out. The Village field visit has been assessed and is found to be a very effective programme for initiating these young officers on grass root level administration. In this programme, the success of the Euleutheros Christian Society was also carried out.

3 Besides their normal training, a special programme on Managerial effectiveness through mindset change was held for them from 27-8-2014 to 28-8-2014

4 Probationers participated in the Hornbill festival from the 29<sup>th</sup> November 2014 to 6<sup>th</sup> December 2014 as volunteers. In addition, they were sent for Police attachment and District Attachments.

5 7 trainings on accounts, have been completed successfully with a total participation of 198 officials from different Government Departments. The programs have been financed partially by DoPT and State Government.

6 Up to date 13 (Thirteen) trainings on 'Mass Skill Upgradation Training Programme for Govt. Employees was held from Assistants to Officers level. A total of 268 Government employees ranging from Clerks to Institutional Heads and Officers have been trained.

7 A training on Computer education was held with 11 participants.

8 Disaster Management has become an integral part of ATI activities since 2005. Till 28<sup>th</sup> Feb 2015, 9 trainings have been conducted successfully with a total participation of 326 officials. The Institute also conducted a consultation workshop for advocacy for the Policy on Disaster Preparedness and Risk Reduction for Nagaland, along with Rajiv Gandhi Institute of Youth Development, where 27 officials from different departments and NGOs participated.

9 With the making of ATI as the Nodal Department for trainings on RTI by the Government of Nagaland, the Institute has been carrying out RTI trainings with full zeal. This year too, The Institute has successfully carried out 7(seven) RTI trainings for the Government servants and student Leaders. All together, the Institute has successfully trained 101 officials and leaders.

- 10 2 (two) trainings on gender related issues have been conducted successfully with a total participation of 45 officials
- 11 7(seven) programmes on management such as time management, library management, personal management etc were conducted successfully with a total participation of 115 officials
- 12 Good Governance has been at the core since inception of the Institute. This year too, the Institute has successfully conducted 15(fifteen) trainings on Good Governance related topics, where 267 participants were successfully trained.
- 13 Nagaland Secretariat Service Foundation Course (3 months programme) was successfully completed with 27 participants.
- 14 Collaborative trainings on HIV/AIDS for District Level Officers and Staff was held from 20<sup>th</sup> – 23<sup>rd</sup> January 2015 with 55 participants. This is inclusive of participants from Assam and Arunachal Pradesh.
- 15 3 (three) collaborative trainings were conducted with National Rural Livelihood Mission, Nagaland, where 174 participants attended.
- 16 As per guideline by the Election Commission, a training on Elections for Administrative Officers for all the Districts was conducted with 83 participants.
- 18 As per 2<sup>nd</sup> Administrative Reforms Recommendation, Training Modules have been developed, and 4 trainings have been successfully completed where 102 Administrative Officers have been trained.

## **VII. STATE VIGILANCE COMMISSION**

1. The Nagaland State Vigilance Commission came into existence through an Executive Resolution No. CON-58/75 dated 9<sup>th</sup> April, 1976. The jurisdiction and powers of the State Vigilance Commission extend to matters to which the Executive power of the State Government extends, in relation to investigations and inquiries into the alleged malpractices, corruption and misconduct of public servants. The Commission is headed by the State Vigilance Commissioner.
2. The Directorate of Vigilance & Anti-corruption, which is an agency of the State Vigilance Commission, has been declared as a Police Station for the whole State of Nagaland vide Govt. Memorandum No.CON0221/76 dated 9<sup>th</sup> December 1976 and subsequently amended vide Govt. Memorandum CON-221/76 dated 21<sup>st</sup> August 1999.
5. The Vigilance Commissioner is the over-all head of the Commission with the following officers manning the various wings under him viz:
  - (i) The Secretary is the Head of the Administrative Wing.
  - (ii) The IGP & Director is the Head of the Directorate of Vigilance & Anti-Corruption;
  - (iii) The Tribunal for Disciplinary Proceedings (TDP) and the District & Session Judge is also the Special Judge (Vigilance) who Heads the Tribunal/Court.
  - (iv) The Technical Wing is manned by an Executive Engineer (Tech) to assist the I.O.s on technical matters,
  - (v) The Public Prosecutor functions also as the Presenting Officer for departmental enquiries.

4. The scope of investigation by the Vigilance Police Station is confined to the following offences:

- (i) All offences under the Prevention of Corruption Act, 1988.
- (ii) Section 406 to 409 IPC and 417 to 420 IPC.
- (iii) Section 471 to 477A IPC.
- (iv) All offences under the Official Secrets Acts, 1923.
- (v) All offences under the Assam Maintenance of Public order Act, 1947.
- (vi) Attempts, abetments and conspiracies of offences in item 1 to 5 above, by whosoever committed.
- (vii) Any other particular offence or offences that may be specified by the State Government.

5. The Vigilance Officers are to entrust to the Vigilance Commission, cases involving allegations of bribery, corruption, forgery, cheating, criminal breach of trust, falsification of records, etc, and also cases where it is alleged that the officer has acquired assets disproportionate to his known sources of income. The drive against corruption, therefore, depends a lot as to how seriously the Vigilance Officers undertake these tasks.

6. When, a complaint is received or information is received which may, after verification, indicate serious misconduct on the part of a public servant but is not adequate to justify registration of a regular case under the provisions of Section 153 Cr. P.C., a Preliminary Enquiry may be registered after obtaining approval of the Competent Authority. Sometimes the High Court also entrust matters to the State Vigilance Commission for enquiry and submission of report. In such situations also which may be rare, a 'Preliminary Enquiry' may be registered after obtaining orders from the Competent Authority. When the verification of a complaint and source information reveals commission of a prima facie cognizable offence, a Regular Case is to be registered as is enjoined by law. A P.E. may be converted into R.C. as soon as sufficient material becomes available to show that prima facie there has been commission of a cognizable offence or its discreet verification leads to similar conclusion, a Regular Case must be registered instead of a Preliminary Enquiry. It is, therefore, necessary that the Director must carefully analyse the material available at the time of evaluating the report submitted by Competent Authority of the Department so that registration of P.E. is not resorted to where a Regular Case can be registered. Where material or information available clearly indicates that it would be a case of misconduct and not criminal misconduct, it would be appropriate that the matter is referred to the Department at that stage itself by sending a self-contained note.

7. The State Vigilance Commission performed the following activities from March, 2014 to 28<sup>th</sup> February, 2015.

1. A 2 (two) day Workshop on Cyber Security, Cyber Crime and Investigation thereof in collaboration with National Institute of Electronics & Information Technology (NIELIT) Kohima was successfully conducted on 16<sup>th</sup> & 17<sup>th</sup> July, 2014.

2. Vigilance Awareness week was observed on 27<sup>th</sup> October, 2014 at the State Vigilance Commission's Conference Hall, Kohima to mark the observance of the Vigilance Awareness Week from 27<sup>th</sup> October to 1<sup>st</sup> November 2014 under the theme "Combating Corruption-Technology as an enabler".

3. 1(one) Sub-Inspector and 1(one) Head Constable were awarded Certificates for best turn out in the weekly inspection parade for the year 2014 on 24/02/2015 at the State Vigilance Commission's Conference Hall, Kohima.



1) **No. of cases registered during March 2014- February 2015 : 25 cases.**

a) Regular Cases (R.C.)	:	<b>12 cases</b>
b) <u>Preliminary Cases (P.E.)</u>	:	<b>13 cases</b>
Total	:	<b>25 Cases</b>

2) **No. of cases brought forward from previous year: 52 Cases**

a) Regular Cases (R.C.)	:	<b>25 cases</b>
b) <u>Preliminary Cases (P.E.)</u>	:	<b>27 cases</b>
Total	:	<b>52 Cases</b>

3) **Total Number of cases investigated during the period : 25 + 52 = 77 Cases**

4) **Imposition of Penalties/Conviction and status of action taken : 29 cases.**

Sl. No.	Case No.	Nature of Allegation	Number of persons penalised/convicted and Status of Action taken
1	B.VIG-1/2013	Complaint against one person for holding two posts.	LDA-Cum-Computer Assistant= 1 Head Teacher= 1
2	R.C.-13/2010	Fraudulent drawal of money by D.T.O, Medical, Zunheboto- 2008-09.	Joint Director= 1 Accountant= 1 DIO= 1
3	A.VIG-6/2010	Withdrawal of G.P.F. without the knowledge of the owner of A/C No. 19379.	Graduate Teacher= 1
4	A.VIG-1/2010	Investigation to misappropriation of Public fund and follow up action thereof.	VDB Secy.= 1 VC Chairman = 1 BDO= 1 SO= 1 Technical Assistant= 1
5	R.C.-16/2010	Diversion of Scheme Fund (2008-09).	1 Secretary
6	R.C.-1/2008	Fraudulent drawal of Rs. 4,90,50,000/- against allotment of work for Longkhum construction of link Road- 35 Km (PWD) R&B) Nagaland, Kohima.	Commr. & Secy. R&B, CE= 1 E.E.= 2 SDO =2
7	R.C.-2/2008	Fraudulent drawal of Rs. 3,75,00,000/- against allotment of work for Mopungchukit construction of Link Road- 30 Km.	Commr. & Secy. R&B, CE= 1 E.E.= 2 SDO = 2
8	R.C.-3/2008	Fraudulent drawal of Rs. 3,50,00,000/- against allotment of work for Molungyimsen (Tenjen Farm) construction of link Road - 25 Km.	Commr. & Secy. R&B, CE = 1 E.E.= 2 SDO =2

9	R.C.-2/2009	Irregularities of appointment and transfers orders of Teachers in the Directorate of School Education, Nagaland, Kohima.	DIS = 13 Head Master = 1 Asst. Head Master = 1 Teachers= 498
10	R.C.-4/2010	Misappropriation of public fund for construction of Wangti-Longkho Road.	E.E.= 1 J.E.= 1
11	R.C.-08/2011	Release of payment to the contractors without execution of works under DUDA, Longkhim-Chare.	Engineer =1
12	R.C.-10/2012	Misappropriation of funds, misuse of official powers, nepotism, favouritism, under DMC, Dimapur.	Addl. Director= 1 Grade -III&IV= 48
13	A.VIG-4/2011	Fraudulent drawal of pay at GHS Aboi.	UDA= 1
14	A.VIG-1/2012	Tampering of date of birth in service Book by one Deputy Commandant Village Guards, Kiphire.	Dy. Commandant= 1
15	A.VIG-4/2012	Manipulation of date of appointment in the seniority list by one Hav. Major VG.	Hav. Major= 1
16	A.VIG-3/2010	Fake certificate & 32 yrs. at the time of appointment to P/T at DIS Chozuba.	Article of charges submitted.
17	R.C.-5/2011	Allegation against misappropriation of IGNOAP and IGNDOS beneficiaries.	Chargesheet under preparation
18	R.C.-6/2011	Appointments made without sanctioned post/suspected forged signature of authority.	Chargesheet under preparation
19	A.VIG-12/2012	Complaint against double appointment and modification of name.	Final report submitted
20	R.C.-6/2014	Fictitious payment of Rs. 36.95 lakhs under the E.E. (R&B) South Division.	Final report submitted
21	A.VIG-01/2003	Non- Payment of Scholarship Stipend under DIS Longleng.	Accused expired.
22	A.VIG-09/2004	PHE Mon, Oting Village.	Closed on satisfactory completion of the project.
23	A.VIG-6/2004	Complaint against teachers under Mokokchung, DIS.	Taken over by SIT Vigilance (R.C.-2/2009). Guilty penalized.
24	A.VIG-1/2007	Complaint against material supply to ITI Zunheboto under State Plan fund.	Closed due to lack of material evidence.
25	R.C.-7/2011	Allegation on construction of D.C. Complex, Phek.	Acquitted by the Court.
26	R.C.-6/2012	Illegal claims of bills amounting to Rs. 6,61,63,375/- under PWD (Housing) Kohima.	Notification for Setting up of SIT was withdrawn by the Government and accepted by the Court.
27	R.C.-7/2012	Claims relating to payment of liabilities amounting to Rs. 18,19,14,779/- under PWD (R&B).	Notification for Setting up of SIT was withdrawn by the Government and accepted by the Court.
28	A.VIG-6/2014	Complaint against the Department of Transport	Converted to R.C.-

		& Communication for misuse of fund for Rope way Construction between Puliebadze and Kohima Village.	10/2014.
29	B.VIG-5/2014	Complaint against School Education Department for misappropriation of Centrally Sponsored Scheme meant for disabled children.	Converted to R.C.-1/2015.

<b>GIST OF THE NUMBER OF PERSONS PENALISED/CONVICTED</b>		
<b>Sl. No.</b>	<b>Particulars</b>	<b>Total Number</b>
1	Number of Gazetted officers	19
2	Number of Non-Gazetted employees	552
3	Number of Public Servants, Private etc.	2
<b>GRAND TOTAL (No. of persons involved etc.)</b>		<b>573 persons</b>

5) **Cases under Investigation : 48 cases**

<b>Sl. No.</b>	<b>Case No.</b>	<b>Nature of Allegation</b>
1	R.C.-1/2005	Complaint against one Ex-Constable's wife.
2	A.VIG-4/2007	Information regarding fraudulent drawal of GPF Final Payment of A/C No. NL/Edu/8777 OSD, Director, Education.
3	A.VIG-4/2008	Request for confirmation withdrawal of GPF final payment an Account of Rs. 81,689/-
4	A.VIG-6/2008	Appointment of Primary Teacher at GPS Khusomi village without verification of his fake of P.U. pass certificate.
5	B.VIG-2/2010	Anomaly of Chukitong Village Development Board (VDB).
6	B.VIG-1/2010	Report on procuring Fake Certificate and getting into Govt. Service.
7	R.C.-9/2010	Misappropriation of food grains meant for APL & BPL (2008-09).
8	R.C.-20/2010	Appointment of work charge employees despite banned.
9	R.C.-3/2011	Appointment against non-existent vacancies by producing fake death certificates.
10	R.C.-4/2011	Appointment against fake vacancy.
11	A.VIG-1/2011	Appointment of daughter after invalid pension.
12	R.C.-2/2012	Forgery & cheating in the supply of wheat to Nagaland amounting to Rs.400 crores from FCI under Food Corporation of India.
13	B.VIG-1/2012	Allegation against the Principal of GHSS Aboi, Mon for possession of fake certificates and fraudulently drawing of arrears.
14	B.VIG-2/2012	Proper verification of Bogus Primary Teacher at GPS, Lio-Longidang, Bhandhari, Wokha.
15	B.VIG-3/2012	Complaint against irregularities committed under Electrical Central Store, Dimapur.
16	R.C.-5/2012	Forgery, impersonation in the appointment of Medical Attendant.
17	R.C.-9/2012	Tampering in service book, forged signature, false pension claim and case impersonation.
18	R.C.-11/2012	Defective/deficient DPR (2008-09) for 4 (four) roads under SARDP.

19	A.VIG-11/2012	Complaint against construction of road from Diezephe to Razaphe via Vidima.
20	A.VIG-14/2012	Cross misuse of VDB fund under NR &UA by RD Block, Wokha.
21	A.VIG-15/2012	Complaint against forgery, cheating funds under Social Welfare.
22	R.C.-1/2013	Complaint against procurement of fake appointment order (School Education Department.)
23	A.VIG-1/2013	Complaint against Non- completion of work for improvement of road from Mini Hydro Project Tehok-Chenloisho after a lapse of 6(six) years.
24	A.VIG-3/2013	Complaint against misuse of funds under Power Department Nagaland.
25	A.VIG-5/2013	Complaint against tampering of date of birth in the service book under NST Department.
26	R.C.-2/2013	Complaint against condemnation and dismantling of Govt. quarters at Dimapur.
27	R.C.-1/2014	Authentication of appointment orders under different Health Units in Wokha District.
28	R.C.-2/2014	Complaint against DTO, Zunheboto for issue of fake/fraudulent Driving License.
29	R.C.-3/2014	Complaint against DTO, Wokha for issue of fake/fraudulent Driving License.
30	R.C.-4/2014	Complaint against the General Manager/Head of Project, NEEPCO, Doyang Hydro Electric Plant, Doyang, Wokha, Nagaland.
31	R.C.-5/2014	Complaint against construction of road from old Phek via Khuza to Satakha.
32	R.C.-7/2014	Construction of swimming pool and fictitious payment thereof under the Youth Resources Department.
33	R.C.-8/2014	Doubtful expenditure on free distribution of LPG connections under Forest Department.
34	R.C.-9/2014	Complaint against fraudulent drawal of Rs. 50,000/-Medical Advances in the name of 1(one) UDA, DIC, Tuensang.
35	R.C.-10/2014	Misappropriation of Rs. 3 crores for construction of ropeway between Puliebadze and Kohima village.
36	R.C-11/2014	Misuse of fund under Horticulture Technology Mission.
37	A.VIG-1/2014	Misappropriation of Project funds without execution of work at Thevopisü Village, Phek District by one Shri. Vesathü V.C.C.
38	B.VIG-1/2014	Complaint against the Department New & Renewable Energy for installing "Solar Power Plants" without authorised electrical contractor.
39	B.VIG-2/2014	Complaint against the Power Department for executing "Deposit work" departmentally in all the electrical division without authorised electrical contractor.
40	B.VIG-3/2014	Complaint against the Power Department for execution of electrical installation work by unauthorised contractor.
41	A.VIG-2/2014	Complaint against misuse of MGNREGS funds in Kikruma village.
42	B.VIG-4/2014	Complaint against Forgery and financial misappropriation at Mount Tiyi Government College, Wokha, Nagaland during 2005.

43	A.VIG-3/2014	Settlement of GPF Final payment in r/o one P/T holder of GPF A/C No-NL/EDN/7517.
44	A.VIG-4/2014	Complaint against the Excise Department, Nagaland on pilferage of 2054 cases of IMFL/Beer.
45	A.VIG-5/2014	Complaint against W/C employees under PWD (R&B) Dimapur Division.
46	A.VIG-7/2014	Complaint against the Directorate of Irrigation & Flood Control for drawing Rs. 10,00,000/- every year for ghost work-charge employees.
47	A.VIG-8/2014	Complaint against illegal appointments/absorption and regularization of officers in the Department of Industries and Commerce.
48	R.C.-1/2015	Complaint against School Education Department for misappropriation of Centrally Sponsored Scheme meant for disabled children.

### **GIST OF THE PHYSICAL ACHIEVEMENT REPORT**

- I) P.E: Preliminary Enquiry.  
 II) R.C: Regular Case (Criminal)  
 III) S.F: Screening File.

Sl. No.	Particulars	Case Series		
		P.E.	R.C.	Total
1	No. of cases where action was taken	14	15	29
2	No. of cases under investigation	26	22	48
3	Amount/material recovered	i) Amount: Rs. 17,60,422/- (seventeen lakhs sixty thousand four hundred and twenty two) only. ii) Material: 2 Scorpio vehicles.		
4	Construction of works was taken up by the Contractors/Department concerned on the direction and recommendation of the Vigilance & Anti-Corruption Police at:	<b><u>Positive Vigilance :</u></b> i) Longkhum-Road ii) Mopungchuket-Road iii) Molungyimsen-Road iv) Oting Village-Water supply v) Chen Area-Road vi) Diezephe to Razhappe-Road & Bridge. vii) Oting village- Retaining wall, Public toilet etc.		
5	(SCREENING FILE/R.C./P.E.)  Recommendations made to Government Departments for framing of guidelines and accepted by the Government.	<b>Name of the Department</b>		<b>Number of cases</b>
		School Education		1
		Urban Development		1
		Medical Department		1
		Rural Development		2
		School Education		1
		Police		3
		DUDA		1
		PWD (R&B)		1
<b>TOTAL</b>		<b>10 Cases</b>		

**CASES INVESTIGATED UNDER VARIOUS SECTIONS OF IPC AND PC ACT**

<b>Sl. No.</b>	<b>Head of Crime</b>	<b>Total No. of cases for investigation during the year</b>
1	Section 409 & 120B IPC 1860	10
2	Section 120 B IPC 1860	12
3	Section 409 IPC 1860 and Section 13 of PC Act 1988	2
4	Section 409 & 120 B IPC 1860 and Section 13 of PC Act 1988	13
<b>TOTAL</b>		<b>37</b>

**NUMBER OF CASES REGISTERED WITH VARIOUS GOVERNMENT DEPARTMENT DURING MARCH 2014 TO FEBRUARY 2015**

<b>Sl. No.</b>	<b>Name of the Department</b>	<b>Number of cases</b>
1	School Education	23
2	Health & Family Welfare	5
3	Rural Development	5
4	Development Authority of Nagaland	1
5	PWD	15
6	DUDA	1
7	Dimapur Municipal Council	1
8	Village Guard	2
9	PHED	1
11	Employment & Craftsmen Training	1
12	Transport	5
13	Police	1
14	Food & Civil Supply	2
15	Social Welfare	2
16	Power	4
17	NEEPCO	1
18	Youth Resources	1
19	Forest	1
20	Horticulture	1
21	New & Renewable Energy	1
22	Excise	1
23	Industries & Commerce	1
24	Irrigation & Flood Control	1
<b>Total</b>		<b>77</b>

### **Report on activities of the Technical Wing:**

Technical verification concluded by:-  
Technical Wing from March 2014 till date = **5 Cases.**

### **Report on activities of the Tribunal Wing:**

1. No. of cases disposed off from March 2014 to February 2015 = **12 Cases.**  
No. of cases pending trial

### **VIII. NAGALAND PUBLIC SERVICE COMMISSION:**

1. The Nagaland Public Service Commission was set up in 1965 with a composition of one Chairman and two Members. The composition was revised in 1985 by addition of one more Member. In 2007 the strength of members of the Commission was increased to 4 (four). During the period under report (1st April, 2013-31st March 2014) the Commission functioned with composite strength of 1(one)Chairman and 4(four) Members.

2. The incumbents during the period are:

- (i) Shri. A Yanang Konyak. - Chairman
- (ii) Shri. Nungsanglemba Chang. - Member I
- (iii) Er. Fury Putsure. - Member II
- (iv) Smti. Sarah R.Ritse - Secretary

3. Appointment & Retirement:

- (vi) Shri. A. Yanang Konyak , senior most Member of the Commission was appointed as Chairman full fledged w.e.f. 01.02.2015.
- (vii) Shri. Kuhupoyo Puroh demitted as Chairman w.e.f. 31.02.2015 (A.N) on attaining the age of 62 years.
- (viii) Smti. Chipeni Merry demitted as Member w.e.f.31.02.2015 on attainment the age of 62 years.

### **4. Details of Budget allocation and Receipts of the financial year 2013-2014.**

#### **RECEIPTS:**

During the year under report, the Commission received a sum of Rs.51,95,000 only by way of collection of examination fees. The total receipts of fees from various exams are deposited as revenue to the State Government. However, in times of inadequacy of funds, the Commission depends on the State Government for additional funds.

#### **Details of budget allocation.**

- 1. Salaries : 245.60 Lakhs
- 2. Wages : 4.32 Lakhs
- 3. Office Expenses : 20.00 Lakhs

4.	Motor Vehicles	: 10.00 Lakhs
5.	Travelling Allowances	: 10.00 Lakhs
6.	Advertisements	: 8.00 Lakhs
7.	Professional and special Services	: 49.53 lakhs
8.	Rent, rate and taxes	: 4.00 Lakhs

**Total : 451.45 Lakhs**

## **EXPENDITURE**

1.	Salaries	: 344,64,672.00
2.	Wages	: 4,23,590.00
3.	Travelling Allowances	: 9,99,928.00
4.	Office Expenses	: 19,99,999.00
5.	Motor Vehicles	: 9,97,790.00
6.	Advertisement	: 7,41,352.00
7.	Professional and special services	: 49,53,000.00
8.	Rent, rate and taxes	: 3,99,300.00

**Total : 449,79,631.00**

### **5. Activities performed Executed by the Commission**

The Commission conducted direct recruitment examination during the period under report and Departmental examinations for in-service candidates and held meetings of Departmental Promotion Committees (DPC) for promotion of officers of various Governmental Departments.



(i) NCS,NPS, NSS & Allied Services Recruitment Examination 2013.

Sl.No.	Name of the post	Name of the Department	No. of the candidates recommended	Recommended on 33% posts reservation for Backwards Tribes on roster basis.
1.	Extra Assistant Commissioner	P & AR Department	20	1.Chakhesang 2. Konyak 3. Chang 4. Phom 5. Zeliang 6. Khamniungan
2.	1. CDPO 2. Supervisor	Social Welfare Department	1 3	Sangtam
3.	Inspector of Taxes	Taxation Department	8	1. Konyak 2. Chang 3. Khamniungan
4.	Sub Inspector	Home Guards & Civil Defence Department	2	Chang
5.	Senior Inspector	Cooperation Department	2	Sangtam
6.	SA (Secretariat assistant)	P & AR Deptt	20	1. Chakhesang 2. Pochury 3. Sangtam 4. Zeliang 5. Chang 6. Yimchunger 7. Phom 8. Khamniungan
7.	Junior Divisional Accountant	Treasuries & Accounts Department	15	1. Chakhesang 2. Zeliang 3. Pochury 4. Sangtam 5. Yimchunger 6. Physically handicapped

(ii) Combined Technical Examination, 2013.

Sl.No	Names of the Post	Names of the Department	No. Of Candidates recommended	Recommended on 33% post reservation for Backward tribes on roster basis
1.	Veterinary Assistant Surgeon	Veterinary & Animal Husbandry	8	1. Zeliang 2. Khamniungan
2.	Assistant Geologist	Geology & Mini	1	
3.	1. SDO 2. JE	Irrigation & Flood Control	2 2	
4.	1. Lecturer (Computer Engg.) 2. Lecturer (Mechanical Engg.)	Higher & Technical Education	1 1	
5.	1. Junior Lecturer 2. JSCO 3. ASSO 4. Assistant Research Officer 5. Ranger	Soil & Water Conservation	1 4 1 1 2	1. Zeliang 2. Pochury  Chakhesang
6.	District Evaluation Officer (DEO)	Planning & Coordination Department	2	Chakhesang
7.	1. System Analyst 2. JE	Power Department.	1 2	1. Chang 2. Chang
8.	1. SDO  2. JE	PHE Department	6  15	1. Chakhesang 2. Phom  1. Chakhesang 2. Pochury 3. Sangtam 4. Yimchunger
9.	1. SDO  2. JE	Public Works Department	7  26	1. Khamniungan 2. Yimchunger  1. Chang 2. Pochury 3. Khamniungan 4. Konyak 5. Chang 6. Zeliang

**(iii) Common Educational Services Examination, 2013.**

Sl.No	Name of the post	Name of the Department	No. Of candidates recommended	Recommended on 33% post reservation for Backward tribes on roster basis.
1.	Asstt. Prof. (Botany)	Higher Education	1	
2.	Asstt.Prof. (Biology)	Higher Education	1	Konyak
3.	Asstt.Prof (Commerce)	Higher Education	1	
4.	Asstt.Prof. (Anthropology)	Higher Education	1	Konyak
5.	Asstt.Prof. (Economics)	Higher Education	4	Chakhesang
6.	Asstt.Prof. (Education)	Higher Education	5	Chakhesang
7.	Asstt.Prof.( Educaion)	Higher Education (NCTE) B.Ed	2	Yimchunger
8.	Asstt.Prof.(English)	Higher Education	2	Chakhesang
9.	Asstt.Prof. (English)	Higher Education (B.Ed. College)	1	
10.	Asstt.Prof. (History)	Higher Education	1	
11.	Librarian	Higher Education	1	
12.	Librarian	Higher Education (B.Ed College)	1	
13.	Asstt. Prof. Mathematics	Higher Education	1	
14.	Asstt. Prof. Mathematics	Higher Education (B.Ed College)	1	
15.	Asstt. Prof. (Political Science)	Higher Education)	4	Konyak
16.	Asstt. Prof. Sociology	Higher Education	1	Sangtam
17.	Asstt. Prof. (Geography)	Higher Education	1	
18.	Asstt.Prof. Physics	Higher Education (B.Ed.College)	1	
19.	Lecturer (Humanities)	ATI	1	
20.	PGT (Botany)	School Education	3	1.Zeliang
21.	PGT (Chemistry)	School Education	1	
22.	PGT (English)	School Education	6	1.Zeliang-2 posts
23.	PGT (Geography)	School Education	1	
24.	PGT (Hindi)	School Education	1	Zeliang
25.	PGT (Mathematics)	School Education	7	
26.	PGT (Physics)	School Education	2	
27.	PGT (Zoology)	School Education	2	

**(iv) Proficiency Test for recruitment of Stenographers.**

Sl.No	Name of the Post	Name of the Department	No. of candidates recommended	Recommended on 33% post reservation for Backward tribes on roster basis.
1	Stenographer Grade-I	Election Commission	1	
2	Stenographer Grade -I	Vigilance Commission	1	Zeliang
3	Stenographer Grade -I	State Institute of Rural Development	1	
4	Stenographer Grade -II	Youth Resources & Sports Development	1	
5	Stenographer Grade -II. Jr.	Nagaland Information commission1	1	
6	Stenographer Grade -III	Directorate of Labour	1	Konyak
7	Stenographer Grade -III	Forest, Ecology, Environment & Wildlife Department	1	Chakhesang
8	Stenographer Grade -III	Printing & Stationeries	1	

**(v) Promotions (DPC).**

The Departmental Promotion Committee Meetings are convened from time to time to consider regular promotion to various posts under Government Departments. Posts recommended for promotion during the period under report are:

Sl.No.	Name of the Deptts under Govt. Of Nagaland	Designation of post recommended by DPC	No.of Post	No. of officers in the panel	No. of post recommended
1.	Art & Culture Department	1.Addl.Director	1	3	1
		2.Jt.Director	2	6	3
		3.Dy.Director	2	6	2
		4.Asst. Director	2	6	2
		5.DCO/RO	2	6	2
		6.Registrar	1	3	1
		7.Supdt.	2	6	2
		8.Asst. Supdt.	2	6	2
2.	Veterinary & Animal Husbandary	Dy. Director	1	3	1
		VAS	3	9	3
		Jt. Director	3	9	3
		Dy. Director	6	18	6
		Superintendent	2	6	2
		Asst. Superintendent	5	15	5
3	New and Renewable Energy	Asst. Director	1	3	1
4.	Printing and Stationeries Department	Chief Reader	1	3	1
		Asst. Superintendent	1	3	1
5.	Vigilance Commission	Sr. SP	2	6	2
		Addl. SP	2	6	2
		DSP	2	6	2
		Inspector	1	3	1
16.	Land Resourees	Addl. Director	1	3	1
		Jt. Director	1	3	1
		Dy. Director	3	9	3
		DPO	2	6	2
		ΛPO	2	6	2
17.	Agriculture	Director	1	3	1
		Addl. Director	1	3	1
18.	Home Department Dobashi	P.A to D.C.	1	3	1
19.	Industries and Commerce	Superintendent	1	3	1
		Asst. Superintendent	1	3	1
20.	Higher Education	Principal	5	15	5
21.	Home Department GAB II Nagaland House Delhi/State Guest House Kohima	Asst. Superintendent	1	3	1
		Asst. Liaison Officer (ALO)	1	3	1

## **IX. NAGALAND INFORMATION COMMISSION:**

1. The Nagaland Information Commission was constituted under Section 15(1), (2) & (3) of the Right to Information Act, 2005, on 14<sup>th</sup> March, 2006, vide Government Order No. AR-3/Gen-147/2005. It is a Statutory Body duly constituted through an Act of Parliament (Central Act No.22 of 2005). It comes under the administrative umbrella of the Personnel & Administrative Reforms Department under the Nagaland State Government.

2. The present team of the Nagaland Information Commission comprises of Smti. Kevinino P. Meru, Chief Information Commissioner and Shri. Bukchem Phom, State Information Commissioner. The Secretary, Nagaland Information Commission (NIC) functions as the Head of the Commission and is assisted by an Under Secretary, Superintendent, Accounts Officer, ministerial and other Grade-IV staff.

3. As on date, the Commission has a sanctioned strength of 17 (seventeen) numbers of posts as shown below:-

<b>Sl. No.</b>	<b>Name of post</b>	<b>No. of post</b>	<b>Remarks</b>
1	Chief Information Commissioner	1 post	
2	State Information Commissioners	1 post	1(one) post of Information Commissioner vacant
3	Secretary	1 post	
4	Under Secretary	1 post	
5	Superintendent	1 post	
6	Accounts Officer	1 post	
7	Computer Programmer	1 post	
8	Stenographer, Grade-II	2 posts	1 post requisitioned to NPSC
9	LDA-cum-Computer Assistant	2 posts	
10	Driver, Grade-II	3 posts	
11	Office Peon	1 post	
12	Chowkidar	1 post	
	<b>Total No. of posts:</b>	<b>16 posts</b>	

1. On attaining 65 years of age on 28.04.2014, Shri. Lalhuma, IAS (Retd) had demitted from the post of the Chief Information Commissioner, Nagaland.
2. Smti. Kevinino P. Meru, State Information Commissioner took temporary charge as the Chief Information Commissioner, Nagaland on 12.08.2014 and was subsequently appointed officially as the new Chief Information Commissioner on 21.10.2014.
3. Smti. Soyimna Aier Koza, Secretary was released from the Commission and reverted to her parent Department i.e. Police under Home Department on completion of her deputation period on 16.01.2015.
4. Shri. Worhonthung Ezung, Under Secretary who was on deputation from ATI since 15.06.2011 has been permanently absorbed in the Commission w.e.f 17.01.2015.

5. Shri. W. Zibenthung Ngullie has joined the post of Superintendent on deputation from the Nagaland Secretariat Services on 04.02.2015 which has been lying vacant since 30.11.2013.
6. Shri. Khapelo Koza, Senior Accounts Officer, who was transferred and posted to this Commission on 01.08.2014 from the Treasuries & Accounts demitted office on superannuation on 31.10.2014.
7. Out of the two (2) sanctioned posts of Stenographer, Grade-II (Non-gazetted) at Sl. No. 8 above, 1 (one) post was filled up by direct recruitment through NPSC. It is proposed to send requisition to the NPSC for the recruitment of the other post of Stenographer, Grade-II.
8. 1(one) post of Accounts Officer at Sl. No. 6 is presently filled up on contract basis as Consultant (Accounts) with a fixed honorarium of Rs. 20,000/- p.m.
9. One post of Principal Private Secretary (PPS) to Chief Information Commissioner, Nagaland, Kohima is on contract basis with a fixed honorarium of Rs. 20,000/- p.m.
10. 2(two) posts of Stenographer, Grade-III are currently on attachment from the Nagaland Civil Secretariat.
11. The total number of employees at present including sanctioned posts, the contingency employees and Stenographer, Grade-III on attachment from the Nagaland Civil Secretariat stands at 25 (twenty five).

The Nagaland Information Commission is registered member of the National Federation of Information Commissions in India (NFICI) which has its headquarter at Hyderabad since August, 2011. Shri. Lalhuma, IAS (Retd), former Chief Information Commissioner, Nagaland was one of the members of the Board of Governors of the Federation till his retirement from the Commission on 28.04.2014.

**5. RTI applications received in the Commission during 2014-15:**

The Commission had received 8 (eight) numbers of RTI requests/applications during period under report. The details of the status are as shown below:

Received from		Total received	furnished	Rejected /Denied	Under process	Transferred		First Appeal		(Amount in Rs.)			
within the State	outside the State					To	From	Received	Disposed	Fees	Cost	Penalty	
1	7	8	2	NIL	1	5	NIL	NIL	NIL	NIL	Rs. 30/-	Rs. 4/-	NIL

## 6. Appeals and Complaints:

During the period 2014-15, the Commission has received the following numbers of Appeals and Complaints as detailed at the table shown below:-

Cases	Received	Disposed	Pending	No. of PIO penalised	Penalty imposed
Complaint	12	6	6	NIL	NIL
Appeal	17	8	9	1	Rs. 25,000.00

## 7. Trainings/Seminars/Workshop/Tours etc:

(1) Shri. Worhonthung Ezung, Under Secretary was invited as a resource person during the following training programmes conducted by ATI:-

- (i) Refresher Course on Right to Information Act, 2005 for AA/PIO/APIO on 3<sup>rd</sup> June, 2014.
- (ii) Refresher Course on Right to Information Act, 2005 for AA/PIO/APIO on 7<sup>th</sup> June, 2014.
- (iii) Refresher Course on Right to Information Act, 2005 for AA/PIO/APIO on 13<sup>th</sup> June, 2014.
- (iv) Right to Information Act, 2005 for New Appellate Authorities, PIOs and APIOs on 18<sup>th</sup> and 19<sup>th</sup> July, 2014.
- (v) Right to Information Act, 2005 for New Appellate Authorities, PIOs and APIOs on 12<sup>th</sup> to 13<sup>th</sup> August, 2014.

(2) Shri. Worhonthung Ezung, Under Secretary visited Meghalaya Information Commission on 27.06.2014.

(3) The following officers and staffs of the Nagaland Information Commission had attended various training programmes at ATI:-

- (i) Smti. Soyimna Aier Koza, Secretary on Government Financial Rules for DDO from 22<sup>nd</sup> to 24<sup>th</sup> July, 2014.
- (ii) Shri. S. Chumbemo Kithan, Computer Programmer on 'Orientation on Office Procedure' from 7<sup>th</sup> to 11<sup>th</sup> July, 2014.
- (iii) Shri. Visizo, LDA-cum-Computer Assistant on 'Accounting Procedure' from 17<sup>th</sup>-19<sup>th</sup> July, 2014.
- (iv) Shri. Visizo, LDA-cum-Computer Assistant on 'Noting and Drafting skills' from 16<sup>th</sup> – 18<sup>th</sup> September, 2014.
- (v) Shri. Thujota Keyho, LDA-cum-Computer Assistant on 'General Financial Rules' from 4<sup>th</sup> –6<sup>th</sup> August, 2014.
- (vi) Shri. K. Lanupangjung, Driver Gr.II; Shri. Z. Longta Phom, Office Peon and Shri. Mhasilezo Yhoshu, Chowkidar on 'Office Etiquette' from 27<sup>th</sup> to 29<sup>th</sup> November, 2014.



## **8. District Tours:**

With the successful conduct of the Sensitisation-cum-interaction sessions on RTI for State public authorities in Kohima during 2011-12 and PSUs based in Dimapur during 2012-13, the Commission had continued similar programmes at the District level during 2013-14 to sensitise the District officials and NGOs, and to monitor the implementation of RTI. The Commission had already covered the following Districts:-

- (i) Dimapur on 25.02.2014
- (ii) Longleng on 27.02.2014
- (iii) Peren on 06.03.2014.

The Commission plans to cover the other remaining Districts during the year 2015-16.

## **9. Compilation of the Commission's decisions and Orders:**

In addition to uploading its decisions/orders etc. on the Commission's website, the Commission has compiled all its year-wise decisions and orders passed in hard copies since its inception in 2006 till date.

## **10. Observation of RTI Week, 2014:**

Alongwith the rest of the country, the Nagaland Information Commission had also observed the RTI Week by organising a State level special programme for the media fraternity with the theme, "RTI and Role of Media" on 17<sup>th</sup> October, 2014. Two renowned persons, Shri. Shailesh Gandhi, former Information Commissioner, Central Information Commission, a renowned RTI Activist and Shri. Samudra Gupta Kashyap, Assistant Editor, Indian Express, Guwahati were invited as resource persons during the programme. During the morning Plenary Session, Shri. Shailesh Gandhi spoke on the topic "Impact of RTI on Society", and in the afternoon Plenary Session, Shri. Samudra Gupta Kashyap gave a presentation on the topic "RTI and the Role of Media".

A total of 140 participants consisting of representatives from the media houses, journalists, Information and Public Relations (IPR), Social media groups, Lawyers, RTI activists, and other organizations that are involved in promoting RTI participated in the day long programme.

## **11. Permanent Office Building of the Nagaland Information Commission:**

The State Level Programme Implementation Committee had agreed in principle to the proposal for construction of a new Office Building of the Nagaland Information Commission on the land allotted in the New Capital Complex. The project which was initially handled by the CAWD has now been handed over to the PWD (Housing), New Capital Complex Division (NCCD) as per Government directive.

The Detailed Project Report (DPR) projecting the space/room requirement for office accommodation prepared by the consulting firm, Zynorique has already been sent to the Government and the Government had already issued Work Order to M/s Engineering Station, Kohima, Nagaland.