

GOVERNMENT OF NAGALAND
PERSONNEL AND ADMINISTRATIVE REFORMS DEPARTMENT
(ADMINISTRATIVE REFORMS BRANCH)
NAGALAND: KOHIMA

NOTIFICATION

Dated: Kohima, the 10th August, 2026

AR-15/1/85 (PT): In the interest of public service, the Governor of Nagaland is pleased to create a separate Directorate of Forensic Science under Home Department with immediate effect with the following functions and duties as detailed below;

A. DIVISION & FUNCTION UNDER DIRECTORATE OF FORENSIC SCIENCE

SL. NO.	OPERATIONAL DIVISION	WORK ALLOCATED
1.	Directorate of Forensic Science	Over all Administrative management
2.	Narcotic division	1) Examination of all drugs under NDPS Act, 1985. The examination involves identification and qualification of contraband substances. 2) Types of examination/tests :- i) Preliminary examination. ii) Absolute identification of drugs of abuse. iii) Quantitative estimation of drugs of abuse. 3) Impart training to Investigating Officers in the rank of Dy.SP's, Inspectors, S.I.'s and A.S.I.'s, on Scientific Aid to Investigation. 4) Attend court as Govt. Scientific Expert.
3.	Finger Print Division	Examination of Finger Print case. 1) Case received from Commissioner of Police, Dimapur and District S.P.'s of Nagaland, regarding disputed chance print and specimen finger print of suspect are examined/compared and expert opinion are given by Finger Print Expert. 2) Maintaining all records of finger print slips of the arrested/convicted/unidentified dead bodies at National Automated Finger print Identification System (NAFIS) 3) Arrested/convicted/unidentified dead bodies finger print slips are uploaded in NAFIS by enrolment user of NAFIS, and this Ten prints are verified and if traced in NAFIS data base accordingly district S.P. of respective police station are intimated/informed and their records are stored in NAFIS data base for 75 years from the date of upload. 4) Impart training to Investigating Officers in the rank of Dy.SP's, Inspectors, S.I.'s and A.S.I.'s, on Scientific Aid to Investigation. 5) Attend court as Govt. Scientific Expert.
4.	Photography Division	1) Photographs and videographs the scene of crime & evidences. 2) Photograph the chance finger print in the scene of crime. 3) Photograph & videograph the riot. 4) Videographs and recording the accuse statement. 5) Print photographs in hard copy, burns the videographs in CDs and submit to I.O.s. 6) Maintain the photographs and videographs records for reference. 7) Assist in Mobile Forensic Team at the Crime scene. 8) Impart training to Investigating Officers in the rank of Dy.SP's, Inspectors, S.I.'s and A.S.I.'s, on Scientific Aid to Investigation. 9) Assist Finger Print division in enlarging chance finger print. 10) Attend court as Govt. Scientific Expert.

5.	Chemistry Division (partially functioning)	1) Examination of liquors under NLTP Act. 2) Types of examination/tests :- i) Preliminary examination. ii) Determination proof percentage and alcohol percentage in liquor cases. 3) Identification of traces of fire accelerants from burnt materials in bide burning and arson cases. 4) Types of examination/tests :- i) Preliminary examination. ii) Extraction of fire accelerant from burnt material/debris/partially burnt clothes/hairs etc. iii) Identification of residue of fire accelerant in extracted materials. 5) Detection of adulterants in petroleum product. 6) Types of examination/tests :- i) Preliminary examination. ii) Identification of petroleum products by their hydrocarbon numbers. 7) Identification of corrosive chemicals in acid throwing incidents. 8) Types of examination/tests:- i) Preliminary examination. ii) Identification of corrosive chemicals. 9) Identification of dyes in bribe trap cases. 10) Types of examination/tests :- i) Preliminary examination. ii) Identification of dyes from hand wash/pocket wash in bribe trap cases. 11) Identification of gold in theft/burglary/fake ornament cases. 12) Impart training to Investigating Officers in the rank of Dy.SP's, Inspectors, S.I.'s and A.S.I.'s, on Scientific Aid to Investigation. 13) Attend court as Govt. Scientific Expert.
6.	Biology & Serology Division	1) Examination to identify and characterize stains, hair, body tissues and micro-organisms for species typing, grouping for individualization and examination of body fluids (Semen, Saliva, Vaginal secretions, etc.) 2) Types of examination/tests :- i) Preliminary examination. ii) Identification of characteristic types of stains. iii) Identification of the origin of stains/body fluids. iv) Blood grouping. v) Blood pattern analysis in Homicide and murder cases. 3) Examination of insects in putrified bodies, diatoms and plant materials in drowning cases. 4) Types of examination/tests :- i) Preliminary examination. ii) Identification of insects, Diatoms and plant materials in drowning cases. 5) Impart training to Investigating Officers in the rank of Dy.SP's, Inspectors, S.I.'s and A.S.I.'s, on Scientific Aid to Investigation. 6) Attend court as Govt. Scientific Expert.
7.	Computer Forensic Division	1) Examination of digital materials such as computers, hard discs, CD's, Pen drives, DVD's, Mobile phones, etc. 2) Types of examination/tests :- i) To recover the original data from the confiscated device for further analysis. ii) Write protection of data. iii) Imaging of digital evidence. iv) Hash value verification. 3) Impart training to Investigating Officers in the rank of Dy.SP's,

		Inspectors, S.I.'s and A.S.I.'s, on Scientific Aid to Investigation. 4) Attend court as Govt. Scientific Expert.
8.	Questioned Document Division	1) Analysis of questioned documents which involves cases of handwriting comparison, Signature comparison, forgery of documents, ink analysis, etc. 2) Types of examination/tests :- i) Comparison of Questioned handwriting with authenticated handwriting. ii) Comparison of Questioned signatures with authenticated signatures. iii) Determination of addition/alteration/forgery. iv) Paper analysis. v) Determination of sequence of strokes. vi) Deciphering of obliterated writing. vii) Deciphering of indented writing. 3) Impart training to Investigating Officers in the rank of Dy.SP's, Inspectors, S.I.'s and A.S.I.'s, on Scientific Aid to Investigation. 4) Attend court as Govt. Scientific Expert.
9.	Mobile Forensic Team	1) Visit and assist the I.O. in collection of forensic evidence at the crime scene as and when requisition is received, as per Section 176(3) of the BNSS, 2023. 2) To identify, document and collect physical and biological evidence at the crime scene. 3) Impart training to Investigating Officers in the rank of Dy.SP's, Inspectors, S.I.'s and A.S.I.'s, on Scientific Aid to Investigation. 4) Attend court as Govt. Scientific Expert.
10.	Interoperable Criminal Justice System Branch	1) Registration :- (i) Verify documents and Exhibits. (ii) Registration of receive case exhibits and samples from Police Stations, Excise and Investigating Agencies. (iii) Registered cases in the laboratory record system and assign a unique case number. 2) Case opening :- (i) Open the case file and ensure all Exhibits are properly sealed and labeled. (ii) Record deficiencies if any and communicate with the concerned authority. 3) Allotment :- (i) Assigned cases to the appropriate division such as Narcotic, Chemistry, Finger Print and Scene of Crime. (ii) Forward Exhibits and case files to the concerned Forensic Experts for examination. 4) Examination Report :- (i) After conducting Scientific examination and analysis of exhibits of various division cases by experts. The examination reports are then entered in the ICJS portal. 5) Approval :-_Verify and review examination findings and reports by the concerned division head. 6) Pending parcel return :-_Maintain record of exhibits pending return. 7) Report e-sign :- (i) Upload finalized reports to the system (ii) Facilitate digital signing/e-signing of reports by authorized officers. 8) Intimation :-_After completion of all reports, information is given to the forwarding authorities/Police Stations or concerned

		agencies about report completion. 9) Dispatch :- Dispatch of reports and exhibits are made through special messenger along with details of messenger.
11	Case receipt & Dispatch Branch	1) Receiving of case exhibits from Police Stations in respect of Narcotic cases, NLTP cases and Finger Print cases manually. 2) Submitting of case Exhibits to respective divisions. 3) Documentation of the cases and number of Exhibits received in the register and file. 4) Dispatching of case Exhibits and reports after receiving from division ICJS branch.
12	Establishment Branch	All official correspondence with the DFSS, New Delhi, State Government and other State FSL apart from day to day office correspondence works. All general correspondence receipt and dispatch.
13	Store & Equipment	1) Custodian of all laboratory chemicals, stationeries, and all government properties. 2) (ii) Official correspondence regarding proposal/procurement of laboratory chemicals and any other correspondence regarding Police Modernization

B. ADMINISTRATION STRUCTURE UNDER DIRECTORATE OF FORENSIC SCIENCE,

1. Scientific sanctioned post

Sl.No	Name of the post & pay level	No. of posts
1.	Joint Director Pay level – 16	01
2.	Deputy Director/Sr. Scientific Officer Pay level – 15	01
3.	Asst. Director/Scientific Officer Pay level – 13	02
4.	Sr. Scientific Assistant Pay level – 12	02
5.	Scientific Assistant Pay level – 10	05
6.	Laboratory Assistant Pay level – 6	01
	Total	12

2. Uniform sanctioned post

Sl.No	Name of the post & pay level	No. of posts
1.	Dy.S.P. Pay level – 13	01
2.	Inspector Pay level – 11	01
3.	UBSI Pay level – 8	02
4.	A.S.I. Pay level – 6	03
5.	Constable Pay level – 3	04
6.	Constable Driver Pay level – 3	01
	Total	12

3. Ministerial sanctioned post

Sl.No	Name of the post & pay level	No. of posts
1.	Typist Pay level – 8	01
	Total	1

4. Other sanctioned post

1.	MTS Pay level – 1	03
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II. The Directorate of Forensic Science shall be placed under Home Department, Sl. No. 17 of the First Schedule of the Nagaland Rules of Executive Business, 2020.

III. This has the approval of the Cabinet vide CAB-1/14/2023, Dated 15/06/2026.

Sd/- SENTIYANGER IMCHEN, IAS

Chief Secretary to the Govt. of Nagaland

Dated: Kohima, the 10th August, 2026

AR-15/1/85 (PT):

Copy to:

1. The Commissioner & Secretary to the Governor of Nagaland, Lok Bhavan, Nagaland, Kohima.
2. The Principal Secretary to the Chief Minister, Nagaland, Kohima.
3. The PPS to Deputy Chief Ministers, Nagaland, Kohima.
4. The PS to the Speaker, Nagaland Legislative Assembly, Kohima.
5. The PS to all Ministers/Advisors, Nagaland, Kohima.
6. The Joint Secretary to the Chief Secretary, Nagaland, Kohima.
7. The Principal Secretary, Home, Nagaland, Kohima.
8. All Administrative Heads of Department, Nagaland, Kohima.
9. The Principal Accountant General, Nagaland, Kohima.
10. All Heads of Department, Nagaland.
11. The Director, IT&C with a request to upload in P&AR Department's website.
12. The Publisher, Nagaland Gazette, for publication in the next gazette.
13. Office copy.


(YONGCHINGKUMLA) NCS
Secretary to the Govt. of Nagaland