

**GOVERNMENT OF NAGALAND**



**DIRECTORATE OF ECONOMICS & STATISTICS  
NAGALAND: KOHIMA**



**SUO-MOTO DISCLOSURE UNDER SECTION 4(1)(B) OF THE  
RTI ACT, 2005  
&  
CONSOLIDATED REPORT ON THE IMPLEMENTATION OF  
THE RTI ACT FOR 2018-19**

**GOVERNMENT OF NAGALAND  
DEPARTMENT OF ECONOMICS & STATISTICS  
NAGALAND: KOHIMA**

**SUO-MOTO DISCLOSURE UNDER SECTION 4(1) (B) OF THE RTI ACT, 2005**

**MANUAL-I**

**Particulars of Organisation, Functions and Duties. (Section 4(1) (b) (i) of Right to Information Act, 2005).**

**History and Background of the Organisation:**

In 1964, a Statistical Branch headed by a Statistical Officer with a small number of staff was established under the administrative and supervisory control of the Secretary to the Govt. of Nagaland, Planning Department. However, in consideration of the importance, necessity and indispensability of Statistical data by different Govt. departments for preparation/formulation of various developmental schemes, policies, evaluation, etc. the Govt. of Nagaland, Planning & Co-ordination and Community Development Department through a Notification No. STAT/(P)-66/67 dated 20<sup>th</sup> June, 1969 accorded sanction and upgraded the then Statistical Branch to full-fledged Directorate with its Headquarter at Kohima for direction, control, supervision, guidance of Districts and other set ups under the Department vide para 2 of the above stated Notification. At present, the Department of Economics & Statistics is functioning under the administrative control of Secretary, Economics & Statistics. The Directorate has a total strength of 564 employees comprising of (a) Class I-59 (b) Class II-23 (c) Class III-413 and (d) Grade IV-69.

**Organizational Chart**

The Department of Economics & Statistics has been functioning as Nodal Department for implementation of all statistical activities in the State since 2009 vide Govt order No: E&S/GEN/4-27/2009. The Department is entrusted with the responsibility of data collection, compilation, analysis, interpretation and dissemination of socio-economic data to assist the planners and policy makers with factual statistical data to formulate sound economic policy of the State. The Department is functioning under three-tier system i.e. (1) State Level (2) District Level and (3) Block Level.

**STATE LEVEL**

**DIRECTORATE OF ECONOMICS & STATISTICS AND CELLS**

At the State Level, the Directorate is the apex Statistical Body and functions as Nodal Agency for all Statistical enquiries, investigation, census and survey. It is headed by a Director, 2 (Two) Additional Director, 3 (Three) Joint Director, 3(Three) Deputy Directors and 9 (Nine) Economics & Statistics Officers and a host of technical & non-technical staff. The Directorate under the Director coordinates with the other Departments in the State and Govt. of India on all issues pertaining to implementation of Statistical Surveys & Schemes.

The Department has opened Statistical Cell in 26 Directorates located in Kohima and Dimapur and the Cell are manned by Statistical Personnel some of which are headed by Deputy Director, Economics & Statistics Officers and Inspector of Statistics, depending upon the size and statistical activities of the Directorates. These statistical personnel assist the concerned Directorates in collection, compilation, analysis and preparation of various Statistical Reports.

**Name, Address & Contact Details:**

**DIRECTORATE OF ECONOMICS & STATISTICS  
BEHIND COMMISSIONER'S OFFICE,  
NAGALAND: KOHIMA-797001  
TELEPHONE: -0370-2290592/ 0370-2290358**

## **DISTRICT LEVEL**

### **DISTRICT ECONOMICS & STATISTICS OFFICE:**

District Economics & Statistics Offices have been established in all the Districts except Noklak. The District Offices are headed by District Economics & Statistics Officer who is in the rank of Deputy Director and is assisted by a number of supporting staff. The District Economics & Statistics Officer co-ordinate and supervise all the Statistical activities within the District and coordinates with the other Departmental agencies on Statistical issues. The District Economics & Statistics Officer is also the District Registrar of Births & Deaths.

## **BLOCK LEVEL**

### **STATISTICAL CELL UNDER BLOCK DEVELOPMENT OFFICE:**

Out of the present 74 R.D. Blocks, One Inspector of Statistics is posted in each of the 26 R.D. Blocks to assist and provide guidance to the Block Development Officers in collection, compilation of various Statistical Reports particularly in the preparation of Village Directory, in collaboration with the Village Level workers.

## **FUNCTIONS AND DUTIES**

### **Statistical Activities of the Department:**

#### **1. Estimation of State Domestic Product (SDP):**

The Department has been estimating annually the State Domestic Product (SDP) which is also called as the State income. The purpose of estimation of SDP is to measure the State's economic development and also to assess the condition and structure of the State's economy. SDP is also one of the best statistical indicators to measure the economic growth and development of the State. It is through the SDP that the Per Capita Income of the State is determined. During 2018-19 (A.E), the Gross State Domestic Products at constant prices has increased to Rs.17147 crore from Rs.16182 (Q.E) crore in 2017-18. (A.E- Advance Estimates, Q.E- Quick Estimates)

#### **2. National Sample Survey (NSS):**

Under the supervision and guidelines of National Sample Survey Organization (NSSO), the NSS cell of the Directorate conduct survey along with the rest of the country to collect data on socio-economic activities as determined by the NSSO. Some of the subjects on which survey were already conducted by NSS cell are employment and unemployment, consumer expenditure, enterprises survey for un-organized sectors etc. The Department has released the report " Drinking water, Sanitation, Hygiene, Housing condition" based on the State sample collected during the 69<sup>th</sup> round. The department has also completed the canvassing of schedule for NSS 75th Round on the subject "Household Consumer Expenditure" and "Social Consumption: Health & Education".

Presently, the Department is engaged in the 77<sup>th</sup> round survey on "Land and Livestock Holdings of Households and Situation Assessment of Agricultural Households" and "Debt and Investment"

#### **3. Registration of Births & Deaths:**

The Department of Economics & Statistics has been functioning as the nodal department for implementation of Registration of Births & Deaths Scheme (Vital Statistics) in Nagaland since 1974 under the central Registration of Births & Deaths Act 1969. The Act envisages among other things, the collection of data on vital events such as births, deaths and still births.

With the implementation of revamped model Registration of Births & Deaths Rules 1999, the State Govt. has appointed the Head teachers of each Govt. Lower Primary Schools as the Rural Registrars of Births & Deaths and in Urban areas statistical personnel of the department as the Registrar of Births & Deaths. As on April 2017, there are 1441 registrars (1409 rural area and 32 urban) and registration units spread across the State.

At the State level, Secretary to the Govt. of Nagaland, Dept. of Economics & Statistics is the Chief Registrar of Births & Deaths, the Director, Economics & Statistics is the Joint Chief Registrar of Births & Deaths and the Deputy Director, Economics & Statistics is the Deputy Registrar of Births & Deaths.

At the District Level, the Deputy Commissioner is the District Chief Registrar of Births & Deaths, the District Economics & Statistics Officer is the District Registrar of Births & Deaths and the Block Development Officers of every RD Block is the Circle Registrar of Births & Deaths.

The Department of Economics & Statistics in collaboration with the IT department has introduced online registration of Births and Death for Kohima district on pilot basis and the same will be extended to all the district in phase manner. The online registration facilities is accessible through the State portal.

#### **4. Government Employees Census:**

Government Employees Census is being carried out by the Directorate of Economics & Statistics every year to update and assess the strength of Govt. employees of the State. The latest series of State Govt. Employees Census published is the 44<sup>th</sup> report published in 2015. As per the report, the total no. of Govt. employees as on 31<sup>st</sup> march 2015 was 97576 comprising of all categories of posts viz. Class-I =4062, Class-II=2813, Class-III=64320 and Grade-IV=26381.

#### **5. Price Statistics:**

Price Bulletin is a quarterly and annual publication of the Directorate of Economics & Statistics. The Directorate of Economics & Statistics construct CPI with new base 2010=100 so as to reflect the fast changing economic scenario due to price variation. With a view to study the price of different essential commodities prevailing at different centres/areas of the State, retail price of essential commodities are collected from 8(eight) selected centres along with wholesale prices from Dimapur on weekly basis. Price reports are compiled, analyzed and presented in comparative statement and publishes regularly in the form of quarterly price bulletin.

The department has published the quarterly report up to the 3<sup>rd</sup> quarter for the year 2018.

#### **6. Village Level Development Indicator (VLDI):**

The VLDI is a publication of the DES which indicates the basic amenities available at the village level.

The latest report on VLDI 2016 containing information on 1326 recognised villages was published in 2018. Some of the highlights of the report are:

- Nagaland has achieved 99.92 per cent electrification. The only unelectrified village in Nagaland was Abori village under Tamlu block in Longleng district.
- Out of the 1326 recognised villages, only 18 villages in the State doesnot have telephone services.
- On the Educational front, except 20 villages the rest of the villages have atleast one Govt. Primary School.
- Kohima village under kohima and Chukitong village under wokha are the two villages which have the maximum amenities of 26 out of 31 basic amenities.

#### **7. Economic Survey:**

The Economics Survey of Nagaland is one of the annual publications of the Directorate of Economics and Statistics. Since 2014-15, the Department have been presenting the Nagaland Economic Survey in the Budget Session of Nagaland State Legislative Assembly. The Nagaland Economic Survey summarized the various achievement as well as the socio-economic activities undertaken by the State. It also highlights the various schemes and programmes being undertaken by different Departments. The Department has published and presented the Nagaland Economic Survey 2018-19 during the 2019-20h Budget Session of NLA.

#### **8. Statistical Hand Book:**

Statistical Hand Book is one of the major annual publications of the Department. It contains information relating to all spheres of economic activities being undertaken in the State. The Department has so far published Statistical Hand Book for the year 2017 and 2018 edition will be published shortly. The Statistical Hand Book is available in the public domain through the website [www.statistics.nagaland.gov.in](http://www.statistics.nagaland.gov.in).

#### **9. Housing Statistics:**

The Ministry of Housing & Urban Poverty Alleviation, the nodal organisation at the centre directed the State/UTs to develop a robust and authentic statistics on housing. The ministry is constructing the Housing Start Up Index (HSUI) from selected cities in the country. In the State of Nagaland, the DES is collecting data from three Districts namely, Kohima, Dimapur and Tuensang towards assisting the construction of HSUI by the Ministry.

Housing statistics and data on building construction material for the quarter ending March 2017 has been collected from municipal and town council and had been transmitted to the Ministry for bringing out HSUI.

## 10. Environmental Statistics:

Under the guideline of the Ministry of Environment & Forest, Govt. of India, the DES Nagaland has opened Environment Statistics Cell in the Directorate headed by a Deputy Director and assisted by subordinate Staff. The Cell coordinate with the Statistical Cell attached to the Department of Forest, Ecology and Environment and Climate Change to collect information relating to Environment Statistics.

### MANUAL-II

#### **Powers and Duties of Officers and Employees (Section 4(1) (b) (ii) of Right to Information Act, 2005)**

##### **Details of Duties and Responsibilities of Officers in the Directorate:**

Sl. No.	Name& Designation	Powers and Duties
1	Shri,Y. Sacheo Ovung, Director	Head of Department, General Administration- All policy & Plan for development, supervise and guide officer and staff of the Department
2	Shri,Rewelhi Kronu, Addl. Director	To assist the Director in all policy matter & Administration of the Department.
3	Shri,Paokhokam Singson, Joint Director	Establishment, ICT, Motor vehicles, PAC matters, Gender statistics and Environmental statistics
4	Shri,Neidilhou Angami, Joint Director	NSS, Price statistics, VLDI, Training, Assembly questions, Housing statistics.
5	Shri,Neisatuo Puro, Joint Director	SDP, CRS, Economic Survey, Planning & Development, GEC, Publication and Public Information Officer (PIO)
6	Shri,Charles N.Kikon, Deputy Director	SDP, Budget Analysis, IIP, Economic indicator, Misc statistics.
7	Smti.Theyieneino Belho, Deputy Director	Statistical Handbook, Publication, Gender statistics and Environmental statistics
8	Shri,Remchingkangba Deputy Director & DDO	Establishment & Account, Budget, Motor Vehicle, Stationery
9	Shri,Kezhalehou Solo, Deputy Director	NSS, Price statistics, VLDI, Training, Assembly questions, Housing statistics.
10	Shri,K.Rhanbemo Kithan, Economics & Statistics Officer	Economic Survey, Statistical Handbook, Miscellaneous, Progress Report, APIO
11	Shri,Vikosieto Krose, Economics & Statistics Officer	SDP, Budget Analysis, IIP, Economic Survey, Misc APIO
12	Shri,T.Nukshi Longkumer, Economics & Statistics Officer	Govt. Employees Census, Progress report.
13	Smti.Tiajungla, Economics & Statistics Officer	Village Level Development Indicator (VLDI), Economic Indicator
14	Shri,David Khutso, Economics & Statistics Officer	Price Statistics, VLDI, Assembly Question, Training.
14	Smti.Limongi S.Ovung, Economics & Statistics Officer	SDP, Gender statistics, Disaster Management
15	Shri,Sedevizo, Economics & Statistics Officer	CRS, Environmental statistics.
13	Smti.Visi Yhokha, Economics & Statistics Officer	NSS
13	Shri. Hekato Thonger, Economics & Statistics Officer	SDP
14	Shri. Salvester Chubasenba, P.O	ICT and Nodal Officer
15	Smti.Neibou Linyu,Superintendent	Pension/Service loan, M.R. Department quarters, Vehicle & Establishment
16	Shri,Teisongulie Sarah,Superintendent	Establishment & Accounts & Bill

17	Smti.Talisangla, Superintendent	Asst.	Establishment
18	Smti.P.Moainla, Asst.Superintendent		Establishment
19	Shri,Kevin Sekhose, Superintendent	Asst.	Establishment

**Details of Duties and Responsibilities of Officers in the Statistical Cells:**

Sl. No.	Name and Designation	Statistical Cell, Duties and Responsibilities
1	Shri. Khriesatuo Kerets, Assistant Director	Chief Er., Water Resources. Irrigation statistics
2	Shri. Peter Chumdemo, Economic & Statistics Officer	Dte. of Vety & AH, Livestock Census, Annual Sample Survey
3	Shri. Aotemsu, Economic & Statistics Officer	P.W.D.Traffic Cell
4	Shri.Neikote Dozo Assistant Director	Dte. Of Agriculture.
5	Shri. Keneilhounyu Daniel I.O.S	Dte. Of Industry & Commerce, Analysis, compilation and collection of Statistics.
6	Smti.Nchumbeni Lotha, Economic & Statistics Officer	Dte. Of H & F.W, Analysis, compilation and collection of Statistics.
7	Shri.Tsupithong Yimchunger Economic & Statistics Officer	Dte. of School Education. Analysis, compilation and collection of Statistics.
8	Smti. I. Anandy Lotha, Economic & Statistics Officer	PWD (R&B) Analysis, compilation and collection of Statistics.
9	Shri. Beduhu, I.O.S	P.W.D (Housing) Analysis, compilation and collection of Statistics.
10	Smti. H Ayimla Esther Yimchunger, Economic & Statistics Officer	Dte. Of Rural Development. Analysis, compilation and collection of Statistics.
11	Shri.Kuolhousieo Khale, Dy. Director	DGP, PHQ. Analysis, compilation and collection of Statistics.
12	Shri.A.Temjenmeren, Economic & Statistics Officer	Dte. of Sericulture. Analysis, compilation and collection of Statistics.
13	Shri.P.Imtilepden, Economic & Statistics Officer	Directorate.of Higher Education. Analysis, compilation and collection of Statistics.
14	Smti.Henile Kemp, Economic & Statistics Officer	Dte of Horticulture. Analysis, compilation and collection of Statistics.
15	Smti.Anungla Lemtur, Economic & Statistics Officer	Registrar Cooperative. Analysis, compilation and collection of Statistics.
16	Shri. Phukhulu Chakhesang Sr. I.O.S	Forest Deptt, Forest Statistics Analysis, compilation and collection of Statistics.
17	Smti. N.Bongmai Konyak, Economic & Statistics Officer	Labour Commissioner. Analysis, compilation and collection of Statistics.
18	Shri. Wedelo Letro, I.O.S	Employment & Craftman Training,
19	Smti. Holivi Chopphi	Taxes,
20	Smti. Mecienuo, I.O.S	Transport, (RTO)
21	Shri. Vandamo Tungoe, Economic & Statistics Officer	Dte. Of Food & Civil Supplies

22	Smti. Benita, Economic & Statistics Officer	Dte. Of Geology & Mining
23	Shri.Ezonthung Ezung, I.O.S	Dte. Of Tourism
24	Smti. Akumsenla, Field Investigator	Dte. Of Social Welfare

**Details of Duties and Responsibilities of Officers in the Districts:**

Sl. No.	Name and Designation	Duties and Responsibilities
1	District Economics & Statistics Officer (DESO)	All the 11(eleven) Districts are manned by the District Economics & Statistics Officer along with a host of Technical and Ministerial supporting staff. All activities of Department in the District fall under the purview and functionalities of the DESO. The DESO also acts as a co-ordinator with the Directorate and other Department/Agencies for smooth conduct of survey in the Districts.

**MANUAL-III**

**Procedures followed in decision making process including channels of supervision and accountability (Section 4(1) (b) (iii) of Right to Information Act, 2005).**

Decisions are made in the department after a consultative meeting with the officer and staff both at the Directorate and the District level depending on matter concern. Suggestions and views are discussed in the meetings which are then approved by the Director. It is then forwarded to the Govt. for approval and further prerequisite. Survey and Schemes are implemented in the respective identified areas under the close supervision of the Officer in Charge by co-ordinating with the District offices or any other subordinate staff in the Directorate or Cells.

**Supervision:** Director supervises the overall activities and programmes of the Department. The Additional Director & Joint Director supervises the overall administration of the Directorate.

**Accountability:** The Officers and Staff are accountable for timely disposal of the works assigned under their jurisdiction.

**MANUAL-IV**

**The norms set for discharging the functions. (Section 4(1) (b) (iv) of Right to Information Act, 2005).**

The Department follows the norms set by Govt. of Nagaland in the Nagaland Secretariat Manual of Office Procedure and also Guidelines of Central/State Schemes, Rules and Regulations.

**MANUAL-V**

**The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees discharging its functions. (Section 4(1) (b) (v) of Right to Information Act, 2005).**

The Department normally follows the rules, regulations and instructions issued by the Government of Nagaland from time to time.

Sl. No.	Name/Title of the document
1	Delegation of Financial Power Rules
2	Nagaland Financial Rule
3	Office Procedure (Sect. Manual 1969)
4	Leave Rules (CSS) (L) Rules 1972
5	Nagaland Services (Discipline and Appeal) Rules 1967
6	Nagaland Govt. Servants Conduct Rules 1968
7	Nagaland Ministerial Service Rules 2006
8	Nagaland Economics & Statistics Service Rule 2010
9	Registration of Births and Deaths Act, 1969

## **MANUAL-VI**

**A statement of categories of document that are held by it or under its control. (Section 4(1) (b) (vi) of Right to Information Act, 2005).**

<b>Sl. No.</b>	<b>Nature/Category of the Document</b>	<b>Name of the Document</b>	<b>Held by/ under control of</b>
1	Files related	Financial record, cash book etc.	Cashier
		Stock Register	DDO
		Dispatch Register	LDA
		Attendance Register	Section Controlling Officer of respective section
2	Report files	Monthly expenditure statement	DDO
		Audit report	DDO & Cashier
3	Administrative files	Office order, Work allocation order	Registrar
		Administrative correspondence with higher authorities	Registrar
		Memos issue & related correspondence	Registrar
		Administrative Circulars/ instructions	Registrar
		Leave matters	Registrar
4	Technical files	Technical files	Concern section officer
5	Establishment matter	Matters related to construction	Deputy Director in-charge
		Matters related to computer	Deputy Director in-charge
		Matters related to Training	Deputy Director in-charge
		Matters related to official tour	UDA, Accounts
		Transfer & Posting order	UDA, Accounts

## **MANUAL-VII**

**The particulars of any arrangement that exist for consultation with, or representation by the members of the public in relation to the formulation of its policy or implementation thereof. (Section 4(1) (b) (vii) of Right to Information Act, 2005).**

The Department in consultation with the State Govt. initiates Statistical Survey in the State on need basis from time to time, which are projected in the State Plan of the Department.

The Department also undertakes several other Statistical Survey schemes under the guidance of the Central Government (GOI) such as National Sample Survey (State Sample) under NSSO, Housing Statistics, under national Building Organisation, estimation of State Domestic Product (SDP) under CSO, price statistics, Registration of Births & Deaths, etc. These central schemes are formulated in consultation with the Central Ministry concerned and implemented as per their direction.

## **MANUAL-VIII**

**A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or etc. (Section 4(1) (b) (viii) of Right to Information Act, 2005).**

The Directorate of Economics & Statistics has not constituted any such boards or councils or Committees.



**MANUAL-IX****Directory of its Officers and Employees (As on 31<sup>st</sup> March, 2019)**

Sl. No.	Name	Designation	Contact No.	Email ID (If any)
1	Shri. Y. Sacheo Ovung	Director	9436607730	ysovung@gmail.com
2	Shri.Rewelhi Kronu	Addl. Director	9436312096	
3	Shri. Paokhokam Singson	Joint Director	9436401078	
4	Shri. Neidilhou Angami	Joint Director	9436400185	
5	Shri. Neisatuo Puro	Deputy Director	8413826539	
6	Shri.Charles Nchumthung Kikon	Deputy Director	8974008311	
7	Shri.Remchingkangba	Deputy Director		
8	Shri. Khrietsolie Whuorie	Deputy Director	9774016260	
9	Smti.Asangla Ao	Deputy Director		
10	Smti. Vikeyielienuo Chielie	Deputy Director	9612874101	
11	Shri.Lhoulabeituo Khezhe	Deputy Director	9862556884	
12	Shri.A.Chubathung Ezung	Deputy Director	9856447792	
13	Shri.Kulhiseo.Khale	Deputy Director	9856848808	
14	Shri. Kezhalelhou Solo	Deputy Director		
15	Shri.Neikote Dozo	Deputy Director	8415068429	
16	Smti Theyieneinuo Belho	Deputy Director (Ex-cadre)	9436011872	
17	Shri. P.Peshie Khamniungan	E.S.O		
18	Shri.Khriesatuo Kerets	E.S.O	9436211765	
19	Smti.Nchumbeni Lotha	E.S.O	9856768110	
20	Shri. Aotemsu	E.S.O	9436205542	
21	Shri.Neizekho Angami	E.S.O	8974007510	
22	Shri.Vandamo Tungoe	E.S.O		
23	Shri.Akanjongshi Chang	E.S.O	9436407248	
24	Shri.R.Thsanso Yimchunger	E.S.O	9402469307	
25	Shri.K.Rhanbemo Kithan	E.S.O	9436428305	
26	Shri.Vikosieto Krose	E.S.O	9856016711	
27	Shri.Nyushotho Nyuthe	E.S.O	9612076534	
28	Smti.Anungla lemtur	E.S.O	9436012806	
29	Smti.Holivi Chophi	E.S.O	7308201653	
30	Shri.Holikhum Sangtam	E.S.O	9612935772	
31	Shri.P.Imtilepden	E.S.O	9856950510	
32	Shri.Peter Chumdamo	E.S.O	9436400457	
33	Smti.Binita Jigdung	E.S.O	9436002456	
34	Shri.T.Nukshi Longkumer	E.S.O	9436432976	
35	Smti Hinile Kemp	E.S.O	9615459549	
36	Smti.Tiajungla	E.S.O		
37	Shri.A.Temjenmeren	E.S.O	9436439377	
38	Shri M.Akang yimchunger	E.S.O	9862884410	
39	Smti. I.Anandy Lotha	E.S.O		
40	Shri. N. Lokhiye Yeptho Sema	E.S.O		
41	Shri. David Khutso	E.S.O	9856206668	
42	Shri.Kewekolo Khalo	E.S.O		
43	Shri. Imnasashi	E.S.O		
44	Smti. N. Bongmai Konyak	E.S.O		
45	Smti.Limongi Ovung	E.S.O	9436298724	
46	Shri.Sedevizo Ziephru	E.S.O	9862175460	
47	Smti.H.Ayimla Esther	E.S.O	8974614816	
48	Shri.Tsupithong Y. Yimchunger	E.S.O	9862260307	
49	Smti. Visi Yhokha	ESO		
50	Shri. Hekato Thonger	ESO		

51	Shri. N. Chanbemo Ovung	SR. I.O.S		
52	Shri. Y. Nkhomo Kithan	SR. I.O.S		
53	Shri.Phukhuhu Chakhesang	SR. I.O.S		
54	Shri. L. Liponthung	SR. I.O.S		
55	Shri. James Ngully	SR. I.O.S		
56	Shri. Llmayanger Phom	SR. I.O.S		
57	Shri. Mhonchumo	SR. I.O.S		
58	Shri. V.S. Tharmi	SR. I.O.S		
59	Shri. Aoluen	SR. I.O.S		
60	Shri.Yhunchelo	SR. I.O.S		
61	Shri. Keneilhounyu Daniel	SR. I.O.S		
62	Shri. Thunglamo Khuvung	SR. I.O.S		
63	Shri. Moatemjen	SR. I.O.S		
64	Smti. Tsuktimenla	SR. I.O.S		
65	Shri. Sony Thong	SR. I.O.S		
66	Shri.Kevechilu	SR. I.O.S		
67	Shri. Vechisayi Vese	SR. I.O.S		
68	Shri.Longshak Phom	SR. I.O.S		
69	Shri. Thetsimong Sangtam	SR. I.O.S		
70	Shri.Salvester Chubasenba	Programme Officer	8575200476	
71	Smti.Neibou Linyu	Registrar	9615329814	
72	Shri.Teisongulie Sarah	Superintendent	9402009115	
73	Smti.Talisongla	Superintendent	9774934090	
74	Smti.P.Moainla	Asst.Superintendent	9436651049	
75	Shri. Kevin Keneitsolie Sekhose	Asst.Superintendent		
76	Smti. Petevinuo Nguzhu	Asst.Superintendent		

**MANUAL-XI**

The Budget allocated to its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.

*(Budget allocation for the Department as per Demand for Grant 2018-19)*

**Budget allocation for the Department as per Demand for Grant 2018-19**

Major Heads, Sub-Major Heads, Minor Heads, Scheme, Detailed Heads	Actual 2016-17	Revised Estimates 2017-18	Budget Estimates 2018-19
	1	2	3
REVENUE SECTION			
3454-CENSUS SURVEY & STATISTICS			
3454-02 Survey & Statistics			
3454-02-111 Vital Statistics			
3454-02-111(01) Direction			
Salaries	833.92	785.83	996.63
Wages	4.84	1.66	1.66
Travel Expenses	13.50	13.87	11.37
Office Expenses	22.50	16.40	11.90
Rent, Rates & Taxes	6.00	3.50	3.50
Motor Vehicles	17.43	13.16	13.16
Other Charges	8.00	0.00	0.00
Computerization	7.50	2.50	2.50
Training	0.00	3.00	3.00
<b>3454-02-111(01) Total:</b>	<b>913.69</b>	<b>839.92</b>	<b>1043.72</b>
3454-02-111(02) Subordinate Establishments			
Salaries	1249.00	1222.42	1503.48
Wages	13.37	9.80	9.80
Travel Expenses	11.50	7.44	9.44
Office Expenses	0.00	2.00	2.50
Rent, Rates & Taxes	0.00	2.50	2.50
Motor Vehicles	0.00	2.98	2.98
<b>3454-02-111(2) Total</b>	<b>1273.87</b>	<b>1247.14</b>	<b>1530.70</b>

Major Heads, Sub-Major Heads, Minor Heads, Scheme, Detailed Heads	Actual 2016-17	Revised Estimates 2017-18	Budget Estimates 2018-19
	1	2	3
3454-02-111(3) Registration of Births & Deaths			
Salaries	215.56	325.50	393.77
Wages	0.00	6.04	6.04
Travel Expenses	0.00	3.69	4.19
Office Expenses	0.00	4.10	5.60
Printing & Publication	108.20	153.95	58.20
Motor Vehicles	0.00	1.29	1.29
Other charges	0.00	0.01	0.01
<b>3454-02-111(3) Total</b>	<b>327.76</b>	<b>492.58</b>	<b>469.10</b>
3454-02-111(4) Other Schemes			
Salaries	301.37	524.90	665.43
Travel Expenses	0.00	0.00	0.00
<b>3454-02-111(4) Total:</b>	<b>301.37</b>	<b>524.90</b>	<b>665.43</b>
3454-02-111(05) Support for Statistical Strengthening			
Printing & Publications	0.00	0.00	0.00
Other Charges	0.00	0.00	0.00
<b>3454-02-111(05) Total</b>			
3454-02-111(06) Urban Statistics for Human Resources and Assessment			
Other Charges	0.00	0.00	0.00
<b>3454-02-111 (06)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>3454-02-111 Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>3454 TOTAL:</b>	<b>2816.69</b>	<b>3104.54</b>	<b>3708.95</b>
<b>TOTAL: REVENUE</b>	<b>2816.69</b>	<b>3104.54</b>	<b>3708.95</b>
<b>CAPITAL</b>			
5475-CAPITAL OUTLAY ON OTHER ECONOMIC SERVICES			
5475-00-112 Statistics			
5475-00-112(1) Construction			
Major Works	0.00	0.00	0.00
Minor Works	142.60	190.00	0.00
<b>5475-00-112 (1) Total:</b>	<b>142.60</b>	<b>190.00</b>	<b>0.00</b>
<b>5475 TOTAL:</b>	<b>142.60</b>	<b>190.00</b>	<b>0.00</b>
<b>TOTAL CAPITAL:</b>	<b>142.60</b>	<b>190.00</b>	<b>0.00</b>
<b>GRAND TOTAL:</b>	<b>2959.29</b>	<b>3294.54</b>	<b>3708.95</b>

**MANUAL-XII**

The manner of execution of subsidy Programme, including the amounts allocated and the details of beneficiaries of such programs. (Section 4(1) (b) (xii) of Right to Information Act, 2005).

The Department do not have any such schemes or subsidy under its jurisdiction.

**MANUAL-XIII**

The particulars of recipient of Concessions, Permits or Authorization granted by it. (Section 4(1) (b) (xiii) of Right to Information Act, 2005).

The Department does not have any particulars of recipients of concessions or permits except authorization to issue of Birth Certificate & Death Certificate, under Registration of Births & Deaths Act, 1969.

**MANULA-XIV**

The details in respect of the information available to or held by it, reduced in an electronic form. (Section 4(1) (b) (xiv) of Right to Information Act, 2005).

The detail information available in electronic form in the Directorate of Economics & Statistics, Nagaland are:-

Sl. No.	Name	Title of the Document/Record	Location where available	Other information
1	Manuals of the Office Procedure		www.statistics.nagaland.gov.in	
2	Right to Information Act 2005		www.statistics.nagaland.gov.in	
3	Guidelines for Registration of Births & Deaths		Directorate	
4	Nagaland Economics & Statistics Service Rule, 2010		www.statistics.nagaland.gov.in	
5	Annual Administrative Reports		www.statistics.nagaland.gov.in	
6	Nagaland Statistical Handbook		www.statistics.nagaland.gov.in	

**MANUAL-XV**

(xv) The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use. (Section 4(1) (b) (xv) of Right to Information Act, 2005).

Sl. No.	Name & Location of the Facility	Details of information made available	Working hour
1	Notice Board	Notices, Circulars, Posters, Chart, etc.	All working days (9.:30A.M to 04:00PM)
2	Printed manuals	Annual Administrative Report, Statistical Handbook, VLDI, State Domestic Product, Nagaland Economic Surveyr, Price bulletin, NSS Reports, Govt. Employees Census	All working days (9:30Am to 04:00Pm)
3	System of issuing of Document	Both Hard & Soft copies	All working days (9:30 Am to 04:00Pm)

**MANUAL-XVI**

The names, designation and other particulars of the Public Information Officer. (Section 4(1) (b) (xvi) of Right to Information Act, 2005).

**Public Information Officer*****Department of Economics & Statistics (Secretariat)***

<b>Sl. No.</b>	<b>Name of Incumbent</b>	<b>Designation</b>	<b>Contact No.</b>
1	Shri. Kelei Zeliang, Appellate Authority	Commissioner & Secretary	
2	Rabeni Kikon, PIO	Deputy Secretary	-
3	Shri. Imti, APIO	J.S.O	9615504390

***Directorate of Economics & Statistics***

<b>Sl. No.</b>	<b>Name of Incumbent</b>	<b>Designation</b>	<b>Contact No.</b>	<b>Email ID</b>
1	Y.Sacheo Ovung, Appellate Authority	Director	9436063516	ysovung@gmail.com
2	Neisatuo Puro, (PIO)	Jt. Director, DES	8729880289	npurocxn@gmail.com
3	K.Rhanbemo Kithan, (APIO)	E.S.O	7005207776	rhankithan@gmail.com
4	Vikosieto Krose, (APIO)	E.S.O	9856016711	vikosietokrose@gmail.com

***District Economics and Statistics Offices***

5	Shri. Khrietsolie Whuorie	DSO, Kohima	9774016260	
6	Lhoulabietuo (APIO)	DSO, Dimapur	9862556884	
7	Shri. N.Lokiyie Yeptho Sema (APIO)	DSO, Zunheboto	8416015251	
8	R. Thanso (APIO)	DSO, Tuensang	9862964373	
9	Neizekho (APIO)	DSO, Mon	8974007510	
10	Akangjungshi chang (APIO)	DSO, Kiphire	9436407248	
11	Smti. Vikeyielienuo Chielie (APIO)	DSO, Peren	9612874101	
12	A.Chubathung Ezung (APIO)	DSO, Wokha	9856447792	
13	Smti. Asangla Ao (APIO)	DSO, Mokokchung	9856021364	
14	Shri.Kewekolo Khalo APIO	DSO, Phek	9436830033	
15	Shri. Holikhum (APIO)	DSO, Longleng	9612442824	

**MANUAL-XVII**

Such other information as may be prescribed. (Section 4(1) (b) (xvii) of Right to Information Act, 2005).

Date of last updation of the RTI Proactive Disclosure: 20<sup>th</sup> June 2019

**FORMAT FOR FURNISHING INFORMATION ON APPLICATIONS RECEIVED AT VARIOUS LEVELS BY PIOs UNDER THE RTI ACT, 2005.**

Department/Public Authority: **Department of Economics & Statistics**. Period: From **1<sup>st</sup> April, 2018** to **31<sup>st</sup> March, 2019**.

Sl.No	Public Authority	RTI application received from within the State			RTI application received from outside the State			No. of RTI application transferred to other public Authorities	No. of RTI application received/ redirected from other public authorities	Withdrawn by Applicant	Not Collected by Applicant	No. of Appeals submitted to the First Appellate Authority	No. of appeals heard/dispensed by the first appellate authority	Amount in (RS)		Applicants			
		Received	Furnished	Rejected	Received	Furnished	Rejected							RTI Application Fee	Cost of Information	Male	Female	BPL	
<b>A</b>	<b>Secretariat level</b>	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<b>B</b>	<b>Directorate level</b>	08	08	Nil	Nil	Nil	Nil	Nil	01	Nil	Nil	Nil	Nil	80	80	09	Nil	Nil	Nil
<b>C</b>	<b>District level</b>																		
	1.Kohima	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	2.Dimapur	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	3.Mokokchung	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	4.Wokha	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	5.Zunheboto	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	6.Phek	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	7.Tuensang	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	8.Mon	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	9.Kiphire	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	10.Longleng	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	11.Peren	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<b>D</b>	<b>Others/ Units</b>	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	<b>TOTAL (A+B+C)</b>	<b>08</b>	<b>08</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>01</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>80</b>	<b>80</b>	<b>09</b>	<b>0</b>	<b>0</b>	<b>0</b>

Name, Signature and Seal of the Administrative Head of Department/Public Authority

**Format for furnishing number of times RTI application was/were rejected/denied at various levels under the RTI Acts, 2005 during 2018-19.**

Sl.No	Public Authority	No. of times various Sections were invoke while rejecting request under relevant section of the RTI Acts,2005													
		Section 8(1)										Others Sections			
		(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	9	11	24	Others
<b>A</b>	<b>Secretariat level</b>	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<b>B</b>	<b>Directorate Level</b>	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<b>C</b>	<b>District Level</b>														
1	Kohima	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
2	Dimapur	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
3	Mokokchung	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
4	Wokha	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
5	Zunheboto	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
6	Phek	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
7	Tuensang	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
8	Mon	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
9	Kiphire	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
10	Longleng	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
11	Peren	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<b>D</b>	<b>Others/Units</b>														
<b>Total ( A+B+C+D)</b>		Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

Name, Signature and Seal of the Administrative Head of Department/Public Authority