**GOVERNMENT OF NAGALAND**

**DIRECTORATE OF HIGHER EDUCATION**

**NAGALAND : KOHIMA.**

**NO.HED/RTI-2/2019-2020 Dated, Kohima the July 2020.**

To,

The Commissioner & Secretary

to the Government of Nagaland

Department of Higher & Technical Education,

Nagaland : Kohima.

**Sub : Submission of:**

***1. Report on Implemetation of of the RTI Act as per the prescribed format vide Annexure I & Annexure II for the period 1st April 2019 and 31st March 2020.***

***2. The Updated Pro Active Disclosure under Section 4 (1) (b) vide in Annexure III for the period 1st April 2019 and 31st March 2020***

***3. Photo copies of all RTI applications received during 2019-2020.***

Sir,

With reference to the above cited subject, I am submitting herewith theReport on Implemetation of the RTI Act and the Updated Pro Active Disclosuire under Section 4 (1) (b) for the period starting from **1st April 2019 to 31st March 2020** in respect of the Directorate of Higher Education and 15 (Fifteen) Government Colleges within Nagaland vide Annexure I and Annexure II (enclosed) for compilation and onward submission to the Office of the Nagaland Information Commission, Nagaland Kohima.

**Enclosures:** As state above (Both Printed and Soft Copies).

**(Dr. APENI LOTHA)**

**Director**

**Higher Education**

**NO.HED/RTI-1/2014-15 Dated, Kohima the July 2020.**

Copy to:-

1. APIO, Higher Education for record.

**(Dr. APENI LOTHA)**

**Director**

**Higher Education**

**Nagaland,Kohima.**

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**ANNEXURE III**

**Manual (I)**

**MANUAL 1:Particulars of Organisation, functions and duties (Section 4 (I) (b) (i) 0f**

**Right to Information Act.**

**History and background of the organisation:**

The Department of Higher & Technical Education came into existence on 1st May 1983. Prior to that, it was a constituent of the erstwhile Department of Education which comprised of all the various wings of Education in Nagaland. From 1st October, 2004 the Technical Education was further detached from Higher Education to be remerged back with Higher Education during 2009 although at the Directorate level it continues to function separately.

The Department is responsible for evolving general policy of Higher Education in the State. It liaises with the Ministry of Human Resource Development of Higher Education. The Department is responsible for perspective planning and policy formulation of Collegiate Education, for which co-ordination and consultation with University Grants Commission, the Nagaland University and other Universities in the country are required.

In order to bring quality and excellence in Higher Education, the Department has seriously taken up with National Policy for Assessing, Promoting and sustaining Quality Education. To monitor and encourage the delivery of Quality Education, the Department is closely working with the National Assessment and Accreditation Council (NAAC) and UGC to encourage the Colleges in Nagaland to undertake self assessment and to improve upon their performances.

**Aims and objectives:**

To realize that State’s human resource potential of the youth in the age group of 18 to 23 years to its fullest in the higher education sector with equity, inclusion and excellence.

**Mission/visions**:

1. To provide greater opportunities of access to higher education to all eligible persons and in particular to the weaker sections of the society.
2. To expand access by supporting existing institutions, initiate policies and programmes for strengthening research and innovations.
3. Develop skills of the youth and promote quality of higher education, academic reforms and improving governance.

**Key Objectives :** To realize that State’s human resource potential of the youth in the age group of 18 to 23 years to its fullest in the higher education sector with equity, inclusion and excellence and to expand access by supporting existing institutions, initiate policies and programmes for strengthening research and innovations in the field of Higher Education within the State.

**Function and duties:** As indicated in the above.

**Organizational Chart:**

The Department is headed by a Parliamentary Secretary of Higher Education. At the Secretariat level, the Department is headed by a Secretary who is assisted by one one Additional Secretary, one Deputy Secretary,one under Secretary with the support of Secretariat Assistants headed by a Section Officer.

**Directorate Level: Headed by the Director.**

|  |  |  |
| --- | --- | --- |
| **Sl.No** | **Post / Designation** | **Number of posts** |
| 1 | Director | 1 |
| 2 | Addl. Director | 1 |
| 3 | Jt. Director | 3 |
| 4 | Dy. Director | 3 |
| 5 | Asst. Director | 3 |
| 6 | Special Officer | 1 |
| 7 | OSD (Sanctioned) | 2 |
| 8 | OSD (Attached) | 3 |
| 9 | Legal Consultant | Without post |
| 10 | Liaison Officer | Without post |
| 11 | Registrar | 1 |
| 12 | Superintendent | 2 |
| 13 | Asst. Superintendent | 3 |
| 14 | UDA | 9 |
| 15 | LDA | 10 |
| 16 | Steno | 3 |
| 17 | Typist | 6 |
| 18 | Driver | 5 |
| 19 | Duftry | 1 |
| 20 | Peon | 11 |
| 21 | Handyman | 1 |
| 22 | Chowkidar | 3 |
| 23 | Sweeper | 1 |

**Under SPD,RUSA Project,(Flagship Programme) Higher Education**:

1. State Project Director *(Headed by Jt.Director (Adm )Higher Education* - 01
2. Project Officer/Asstt. Director - 01
3. M& E Consultant *(On contractual basis)* - 01
4. Project Assistant (On contractual basis) - 02
5. Bill Assistant cum Cashier *(On contractual basis*) - 01
6. LDA cum Computer Assistant *(On contractual basis)*  - 03
7. Driver (*On contractual basis)* - 03
8. Peon *(On contractual basis)* - 03

**Administrative setup in the District Levels:**

At the College Level, the Institutes are headed by a Principal who is assisted by a Vice-Principal, Associate Professors , Associate Professors and Librarians. The ministerial staffs are headed by one Head Assistant, supported by UDA’s, LDA’s, Grade III and Grade IV staff.

**Name and Adrress of the Organisation:**

***Directorate of Higher Education***

***Below New Secretariat Complex, Kohima Nagaland***

***Contact numbers: Director 0370 2271020***

***Registrar 0370 2241720***

***Email Address :*** [***dir.higheredu@gmail.com***](mailto:dir.higheredu@gmail.com) ***.***

**District Level : Government Colleges:**

There are 15 (Fifteen) Government Colleges. Name and Courses offered are as under:

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl.No.** | **Name and Address of Government Colleges** | **Courses offered** | **Contact details** |
| 1. | Kohima Science College (Autonomous), Jotsoma | Science (both undergraduate and Post Graduate course) | 9436005376 |
| 2. | Kohima College, Kohima  Billy Graham Road, Kohima Nagaland. | Arts & Commerce | 9436017622 |
| 3. | State College of Teachers Education, Kohima  High School Area, Kohima Nagaland | B.Ed & M.Ed | 9856071221 |
| 4. | Fazl Ali College, Mokokchung | Arts and Science | 03692226382 |
| 5. | Mokokchung College of Teachers Education, Yimyu Yimyu Ward, Mokokchung, Nagaland | B.Ed | 9856261052 |
| 6. | Dimapur Govt. College, Dimapur | Arts & Commerce | 9436211686 |
| 7. | Peren Govt. College, Peren | Arts | 8837364501 |
| 8. | Phek Govt. College, Phek | Arts & Science | 03865223740 |
| 9. | Pfutsero Govt. College, Pfutsero | Arts | 8794694766 |
| 10. | Sao Chang College, Tuensang | Arts & Science | 9615876994 |
| 11. | Wangkhao College, Mon | Arts | 9436439877 |
| 12. | Mt. Tiyi College, Wokha | Arts | 9436266507 |
| 13. | Yingli College, Longleng | Arts | 9436433492 |
| 14. | Zunheboto Govt. College, Zunheboto | Arts | 9436019420 |
| 15. | Zisaji Presidency College, Kiphire | Arts | 8974958900 |

**Private Colleges & Theological Colleges:**

The Department has granted No Objection Certificate (NOC) to 50 (Fifty) Private Colleges within the State and gave Recognition to 29 (twenty nine) Theologica l Colleges.

**Manual (II)**

**Power & Duties of Officers and Employees** **(Section 4 (1)(b) of Right to Information Act 2005.**

**Directorate Level:**

|  |  |  |
| --- | --- | --- |
| **Sl.No** | **Designation** | **Power and duties** |
| **1** | **Director** | **Overall Administration**  **Disciplinary Action** |
| **2** | **Addl. Director** | **1.NEP**  **2.Service Rules**  **3.Fee Structure**  **4.NAAC**  **5.AAA (Academic and Administrative Audit)**  **6.PIO (RTI)**  **7.Scholarship** |
| **3** | **Jt. Director**  **(Adm)** | **1.RUSA State Project Director**  **2. RTI**  **3.Welfare fund**  **4.Monitoring of Monthly Report** |
| **4** | **Jt. Director (Planning)** | **1. Nodal to Engineering Wing.**  **2. Nodal to HUDCO**  **3. Planning matters** |
| **5** | **Jt. Director (Establishment-1)** | **1.State Nodal Officer for AISHE**  **2. Nodal for SKY International**  **3. Incharge of Establishment Gazetted** |
| **6** | **Dy. Director (Establishment-1)**  **Gazetted** | **1. Placement & related matters (API, DPC)**  **2. GIA**  **3. SEC related matters**  **4. Representative to NCTE, Bhubaneshwar**  **5. RTI (APIO)** |
| **7** | **Dy. Director (Establishment-2**  **Non-Gazetted)** | **1. Nodal Officer for Departmental poroposals in the Sectt.**  **2. Incharge of the Establishment- Non Gazetted** |
| **8** | **Deputy Director**  **(Academic & Research )** | **Nodal Officer for Universities & Colleges in the State**  **1.UGC related**  **2. University both Private & Govt.**  **3.NEP**  **4.Research activities/Journals/Thesis/Projects**  **5.College performance Report**  **6.Exam Reforms**  **7.Curriculum aspects**  **8.Syllabus**  **9.Publication of Research works for Library**  **10.Depository**  **11. Academic matters**  **12.CBCS**  **13.Documentation**  **14.University ordinances/ guidelines**  **15.DPDB meetings** |
| **9** | **Assitant Director (SLQACC)** | **1. Nodal for NAAC,**  **2. RUSA,**  **3. SLQAC Budget Proposal** |
| **10** | **Asst. Director & Project Officer , RUSA- IT Sector** | **IT Sector**  **1.Internet & related works**  **2.Developing/creating software programme for Directorate**  **3.Website maintenance**  **RUSA**  **1.Assisting the State Project Director in implementing RUSA project**  **2.Preparation of perspective plan**  **3.Proposals, sanction orders**  **4.Geo tagging**  **5.PFMS monitoring**  **6.RUSA fund tracker, monitoring etc.** |
| **11** | **OSD ( STATISTICS AND INSPECTION)** | **Nodal for PIMS**  **Inspection of Colleges / Hostels** |
| **12** | **OSD (Scholarship)** | **Over all In charge of Scholarship Schemes:**  **1.Post Matric Scholarship for ST students of Nagaland.**  **2.State Merit Scholarship.**  **3.NEC stipend & Book Grant.**  **4.Proposals of all the three schemes.**  **5.All official correspondence with regard to Scholarship matters & RTI.** |
| **13** | **OSD (ADMN & MHRD)** | 1. **Matters relating to MHRD correspondence** 2. **Miscellaneous Correspondence** 3. **UGC funding** 4. **Disaster management** 5. **ROP (UGC)** |
| **14** | **OSD (NAAC)** | 1. **NEC & NESIT Schemes** 2. **Mentoring of Non Acrediated Colleges under NACC** 3. **All report pertaining colleges Development Fund, Library** 4. **Filing of Annual Property Returns by Public Servant** 5. **Matters relating to NAAC & Aspirational District** |
| **15** | **Sr. Accounts Officer Accounts / Pension** | **Account Matters**  **Nodal to AG** |
| **16** | **Legal- Legal Officer** | **1.All legal matters**  **2.Court cases of the Department** |
| **17** | **Liaison Officer** | **1. Land Matter/Issues**  **2. Digitization of land documents** |
| **18** | **Special Officer** | **Budget** |
| **19** | **Statistical Officer**  **& Statistic section** | 1. **Government Employee census** 2. **Statistical handbook** 3. **Economic Survey** 4. **Statistical work assigned by OSD (I&S)** 5. **Students enrolment** 6. **Results** 7. **Teachers information** 8. **Retirement data bank** 9. **Gender data** 10. **AISHE data** 11. **Employees under Higher Education data** |
| **20** | **PRO** | **1. Advertisement**  **2. Media coverage/seminars/workshops activities**  **3. Press releases/ media related matters**  **4. Messages/ speeches for Director** |
| **21** | **Registrar** | **1. Overall in charge of Ministerial staff**  **2. All Files to be processed through**  **3. Dak distribution**  **4. Stock Register/Property Register maintenance.**  **5. Generator maintenance**  **6. Solar power maintenance.**  **7. Intercom/Telephone**  **8. Machine & equipments**  **9. Building/toilets/supervision**  **10. Water**  **11. Electricity**  **12. Meeting minutes of the officers of Directorate (Record keeping)**  **13. Govt Notifications** |
| **22** | 1. **Superintendant** | **Scholarship files**  **1. Number of Beneficiaries and the amount to be paid.**  **2. Number of Students and amount to be paid in each college.**  **3. To supervise the work progression of the section**  **4. NEC,NLCPR works** |
| **23** | **Superintendent** | **1. DPC,DSC matters**  **2. Children Education Allowances**  **3. Financial cognate powers of drawing / disbursing officers under the Dept of Higher Education**  **4. Matters relating to vigilance clearance**  **5. Appointment of Grade III& IV in the Directorate**  **6. Disciplinary action**  **7. Allotment of Govt Quarter**  **8. Personal files of Gazetted Officers under the Directorate** |
| **24** | **Asst. Supdt.** | **1.NITI AAYOG**  **2.Miscellaneous**  **3.Detailed Budget head wise breakup**  **4.Midterm Appraisal**  **5.Concept notes**  **6.Sectoral outlay**  **7.Transport/ vehicles of the Dept** |
| **25** | **Asst. Supdt** | **1.Dimapur Govt College, Dimapur**  **2.Sao Chang College, Tuensang**  **3.Wangkhao College, Mon**  **4.Zisaji Presidency College, Kiphire**  **5.Yingli College, Longleng**  **6.Appointment files of Colleges listed above**  **7.Personal files of Officers in Colleges listed above** |
| **26** | **Assistant Suptd.** | **Appointment & matters relating to Ministerial Staff of the following Colleges-**  **1.Fazl Ali College , MKG**  **2.Sao Chang College, Tuensang**  **3.Wangkhao College, Mon**  **4.Zisaji Presidency College, Kiphire**  **5.Yingli College, Longleng**  **6.Kohima College, Kohima**  **7.Peren Govt College, Peren**  **8.(RRT) Light / Phone Bill**  **9.Proposal under Non- Plan for Directorate** |
| **27** | **Steno to Director** | **1.APARS**  **2.Office files ( Director’s files )**  **3.Meeting minutes of Director**  **4.Director’s correspondence maintenance**  **5. Meeting schedules**  **6.Tour Dairy** |
| **28** | **Steno to Addl. Director** | **1.Office files ( Addl. Director’s files )**  **2. RTI**  **3.Addl.Director’s correspondence**  **4.Meeting schedules & minutes**  **5.Tour Dairy** |
| **29** | **Steno to Jt. Director** | **1.Jt.Director’s correspondence**  **2.Meeting schedules & minutes** |
| **30** | **UDA** | **1.Kohima Science College (Autonomous ) ,Jotsoma**  **2.Kohima College, Kohima**  **3.Phek Govt College, Phek**  **4.Pfutsero Govt College, Pfutsero**  **5.Peren Govt College,Peren**  **6.Appointment files of Colleges listed above**  **7.Personal files of Officers in Colleges listed above** |
| **31** | **UDA** | **Appointment & matters relating to Ministerial Staff of the following Colleges –**  **1.Phek Govt College, Phek**  **2.Mt.Tiyi College, Wokha**  **3.Zunheboto Govt College**  **4.Kohima Science College (Autonomous ) Jotsoma**  **5.Dimapur Govt College**  **6.Pfutsero Govt College** |
| **32** | **UDA** | **1.Personal files of Grade III & IV under the Directorate / Colleges**  **2.Service Book of Grade III & IV under the Directorate / Colleges**  **3.Annual increment for Grade III & IV under the Department**  **4.Grant of earned leave/ maternity and commuted leave of Grade III & IV staff under the Department**  **5.Assist Accounts section when required** |
| **33** | **UDA** | **1.Fazl Ali College, Mokokchung**  **2.Mount Tiyi College, Wokha**  **3.Zunheboto Govt College, Zunheboto**  **4.SCTE**  **5.MCTE**  **6.Appointment files of Colleges listed above**  **7. Personal files of Officers in Colleges listed above** |
| **34** | **UDA** | **1.Matters relating to proposals under DDO wise final allocation for 15 Govt Colleges**  **2.Grant-in-aid**  **3.Assembly questions**  **4.Parliamentary questions**  **5.Gender budgeting and Gender mainstreaming** |
| **35** | **UDA** | **1.Merit within and outside Nagaland**  **2.PMCS-Theological within and outside Nagaland**  **3.PMCS- Allied course within and outside Nagaland** |
| **36** | **UDA& Cashier** | **1.Preparation of Bills**  **2.Maintenance of A /Roll**  **3.Maintenance of Bill Book**  **4.Maintenance of Cash Book**  **5.Maintenance of Cheque Book**  **6.Maintenance of Grade iv ledger Book**  **7.Disbursement of Scholarship**  **8.Disbursement of Staff Salary** |
| **37** | **UDA** | **1.Govt Hr.Sec Schools within Nagaland (PMCS)** |
| **38** | **UDA** | **1.Leave encashment for Gazetted - Directorate & 15 Colleges**  **2.Withdrawal of final GPF**  **3.Pension personal file –Gazetted & Non-Gazetted**  **4.Forwarding of pension papers to Govt**  **5.Circular correspondence relating to pension**  **6.Confirmation of Pension**  **7.Miscellaneous**  **8.GIS**  **9.Release of GIS – Directorate** |
| **39** | **LDA** | **1.Online Data verification and compilation**  **2.Record and assist OSD (Scholarship) in queries related to Budget & Account**  **3.Assist Shri Dolim Chang in verification and payment of NEC stipend** |
|  |  | **1.Govt Colleges within Nagaland** |
|  |  | **1.Private Colleges within Nagaland** |
|  |  | **1.Private Hr.Sec.Schools within Kohima , Don Bosco College (PMCS)** |
|  |  | **1.Online data verification and compilation for awarding scholarships to students within and outside Nagaland** |
|  |  | **1.Private Colleges**  **2.Hr.Sec Schools**  **3.DIET within Nagaland** |
|  |  | **1.Online Data verification and compilation**  **2.NEC stipend & Book grant ,payment of NEC stipend** |
|  |  | **1.Hostel related matters**  **2.B.Ed & M.Ed both within and outside**  **3.3 colleges and all newly established colleges**  **4.Payment of PMS Scholarships to DIET institutions** |
|  |  | **1.DDO wise Budget allotment**  **2. RE&BE,**  **3.Final Expenditure,**  **4.Reconcialiation to AG,**  **5.Quarterly Expenditure**  **6.Final Grant Re-appropriation-surrender of funds and information on various post.** |
|  |  | **1.Works program under State Plan**  **2. SPA**  **3. Negotiated loan and Maintenance** |
|  |  | **1.Typing works**  **2.Record keeping** |
|  |  | **1.Placement & related matters**  **2.Post creation**  **3.Post permanency**  **4.Confirmation after 2 years probation**  **5.Confirmation for permanency**  **6.Staffing pattern**  **7.Post advertisement**  **8.Regularisation of contract teachers**  **9.Seniority / Civil list**  **10.Consolidated proposal for transfer/posting/ re-deployment** |
|  |  | **1.AISHE**  **2.SKY international correspondence**  **3.Retirement**  **4.Teachers on study leave**  **5.Miscellaneous files**  **6.API**  **7.Suitability test/walk in interview**  **8.DPC ( Gazetted )**  **9.RTI queries**  **10.Principals Conference**  **11.Annual Administrative Report** |
|  |  | **1.Filing of appointment / extension/ study leave letters**  **2.Compilation work**  **3.Updating telephone directory of Colleges** |
|  |  | **Appointment & matters relating to Ministerial Staff of the following Colleges-**  **1.SCTE**  **2.MCTE**  **3.CPGRAMS**  **4.NSS/ Red Ribbon**  **5.Trainings**  **6.Post continuation/ Incumbency both Gazetted and Non-Gazetted**  **7.Miscellaneous** |
|  |  | **1.Correspondence with NAAC ,Bangalore**  **2.Peer team visits**  **3.RUSA+SLQAC matters**  **4.CQAC**  **5.Authentication of certificates**  **6.College correspondence on quality related matters**  **7.NAAC Peer team visit reports**  **8.SLQAC Budget Proposal**  **9.State level action plan**  **10.State Level Quality Assurance Coordination 11.Committee meetings (SLQACC)** |
|  |  | **1.Compilation of Best Practices**  **2.Monitor Colleges IQAC**  **3.Check mail , NAAC new announcements and Accreditation results**  **4.Update accreditation status**  **5.NAAC related College grievances**  **6.Directives to higher Education institutions to hold Annual Quality assessment report and Self Study Report on their respective website**  **7.Consultancy**  **8.Department of Under-developed Areas (DUDA)**  **9.State Education Council (SEC)** |
|  |  | **1.Medical Re-imbursement for Directorate & Colleges**  **2.Medical Advance sanction & Recovery**  **3.Rejected medical re-imbursement Bill**  **4.GPF – Directorate & 15 Colleges**  **5.Award of GPF non-refundable/ GPF missing**  **6. Conversion of CPF to GPF**  **7.Allotment of new GPF Account Number**  **8.Loan- Directorate & Colleges**  **9.No Demand/ Non-drawal certificate of house building advance / motor car advance**  **10. Travelling allowance** |
|  |  | **1.NPS- Colleges & Directorate**  **2.NPS Final- Colleges & Directorate**  **3.C&AG Report (PAC)**  **4.Audit notes**  **5.Appropriation Accounts**  **6.Audit General Correspondence**  **7.Miscellaneous file (Accounts)**  **8.Preparation of monthly salary of DHE**  **9.Preparation of MACP/ACP Arrears**  **10.Preparation of less drawn/promotion/DA arrears**  **11.Preparation of leave encashment/GPF final Bills** |
|  |  | **1.Monthly Report from Colleges**  **2.Opening of new Colleges**  **3.Matters of Theological Colleges**  **4.Passport**  **5.Land matters**  **6.Taking over of Colleges by Govt, PPP mode.**  **7.Any other administration matters/ misc.** |
|  |  | **Reception & Dispatch** |
|  |  | **1.Incumbency list for Directorate Staff**  **2.ID cards**  **3.Car pass**  **4.Fixed pay employees in the Department : Data for Grade III & IV** |
| **40** | **Computer Operator** | **1.Typing works in excel**  **2. Biometric attendance monitoring**  **3.Digital electronic notice board**  **4.Systems servicing** |
| **41** | **Lib. Asst.** | 1. **ICFAI University** 2. **The Global Open University** 3. **District Planning and Development Board** 4. **Guidelines for opening new colleges** 5. **Correspondence** 6. **Academic and Administrative Audit (AAA)** |
| **42** | **Storekeeper** | **Stock Register** |
| **43** | **Assistant Project Officer** | **1.Data collection**  **2.Email management**  **3.PFMS entries/updates for approval**  **4.Assisting the Project Officer relating to queries**  **5.RTI query**  **6.File management** |
| **44** | **Project Assistant** | **1.File management**  **2.Assisting the Project Officer** |
| **45** | **Bill Assistant cum Cashier** | **1.Handling of Account related matters**  **2.Salary**  **3.Fund release** |
| **46** | **LDA/Data Entry Operator** | **1.Putting up files/ Files management**  **2.Assistance to P.O and A.P.O** |
| **47** | **Peon** | **Assisting Project Director / Project Officer** |
|  |  | **Assisting Project Director / Project Officer** |
|  |  | **Assisting Project Director / Project Officer** |
| **48** | **Typist** | **Attached to Typing Pool** |
| **49** | **Driver** | **Attached to Officers** |
| **50** | **Bus Conductor** | **Attached to Bus** |
| **51** | **Handyman** | **Attached to Bus** |
| **52** | **Peon** | **Attached to Officers and Sections** |
| **53** | **Chowkidar** | **Works delegated as per appointment order** |
| **54** | **Sweeper** | **Works delegated as per appointment order** |
| **55** | **Cleaner** | **Works delegated as per appointment order** |
| **56** | **Bearer** | **Works delegated as per appointment order** |
| **57** | **Machine Operator** | **Works delegated as per appointment order** |
| **58** | **Mali** | **Works delegated as per appointment order** |

**District Level : College Level**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl.No.** | **Designation** | **No of Employees** | **Power and duties** |
| 1. | Principal | 01 | DDO/Head of the Institute |
| 2. | Vice Principal | 01 | Assist the Principal in administration/Overall in charge of Academic and Examinations. |
| 3. | Associate Professors & Assistant Professors | Varies from college to college | Class room teaching and in charge of various committees for the welfare of the students. |
| 4. | Librarian | -do- | In charge of libraries. |
| 5. | Library Assistant | -do- | Assist Librarian |
| 6. | Head Assistant | -do- | Office Administration |
| 7. | Accountant | -do- | Accounts Matter/Admissions etc. |
| 8. | UDA | -do- | Administrative /Establisment Files |
| 9. | LDA | -do- | Administrative /Establisment Files |
| 10. | Cashier | -do- | Bills Payment of salaries/cash books , Audit etc. |
| 10. | Typist | -do- | Typing works |
| 11. | Duftry | -do- | Treasury duties |
| 12. | Chowkidar | -do- | Works delegated as per their appointment orders |
| 13. | Peon | -do- | Works delegated as per their appointment orders |
| 14. | Sweeper | -do- | Works delegated as per their appointment orders |
| 15. | Driver | -do- | Works delegated as per their appointment orders |
| 16. | Mali | **-do-** | Works delegated as per their appointment orders |

**Note : College wise details given in ANNEXURE IX & X.**

**Manual (iii)**

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

**(A) Secretariat:**

As per Government procedures and policies.

**(B) Directorate Level :**

The procedures followed in the Directorate of Higher Education, Nagaland, regarding decision making are elucidated in the following paragraphs.

**Perusal and Distribution Procedure:**

● All incoming letters/packages are received by the "Dispatch section”, sorted out section-wise, numbered stamped with date of its receipt and submitted to the Director, HOD for his perusal and instruction.

● After perusal by the HOD., the papers/letters are sorted out by the PA to the Director and sent to the respective section Heads. Envelopes addressed to officers by name and those marked confidential are opened by the officers to whom letters are addressed.

● After perusal by the Section Heads the papers are sent to Section Superintendent and distributed to Section Assistants. The papers are then registered in their personal register.

**Action Taken procedure:**

● If any paper relates to an unclosed case, the Section Assistant adds the paper to the current or note file of the case, otherwise he puts each paper in an appropriate and the paper thus become a 'case'. He then obtains previous papers, if any, in the section, referred to in the current note file and, takes necessary further action. Such action may be obtaining of previous papers or precedents, the preparation of precise, the writing of a brief note stating the points for orders and, the drafting of an order, endorsement etc., in accordance with an established precedent.

● The section superintendent after making any revision of, or addition to, the Section superintendent note or draft or putting a fresh one, submit to the section Head.The officer to whom the case is submitted direct further action to be taken or suggest clearly the nature of the disposal to be made or the orders to be passed in each case. ( the section head himself attends to important case which involves interpretation of Acts and Rules, preparation of notes for Public Account Committee, etc.)

● The case is finally submitted to the HOD./ Director for his specific orders. On return the Section Head passes it on with instruction to his section Superintendent or Section Assistant for further necessary action.

● The disposal as approved takes the form of orders, letter, endorsement, official reply etc. It is numbered and dated by the Section Assistant of the concerned section. All confidential papersare sealed in the concerned section and sent to the dispatch section while other papers are dispatched by the Dispatch Section directly.

**(C) Colleges:**

The Colleges, under Higher Education follow similar procedures for decision making as described above.

**Manual (iv)**

**The norms set by for discharge of its function section 4 (1) (b) (iv) of Right to Information Act 2005**

The department has not set any separate norms for the discharge of its functions; however the norms and guidelines set by the Government of Nagaland, applicable to all the departments, are adhered to by this department also. Some of the commonly used Acts/Rules/Norma is given below:

1. The norms and standards as lay down by the University Grants Commission.

2. Instruction given by the Government from time to time.

3. Nagaland Higher Education Service Rules 2015

4.Nagaland Government Financial Rules.

5. Nagaland Service conduct Rules.

Time Norms:

● Normal letter Correspondence: All letters/correspondence other than urgent letters are to be attended to or replied within 7 (seven) days of receipt of the letter.

● Urgent letters/matters: Urgent letters are to be attended to or replied within 3 (three) days of receipt of the letter.

● Immediate letters/matters: All matters with the instruction "immediate" are to be taken up immediately.

**Manual (v)**

**The Rules, regulations, instruction, manuals** & **records, held by it or under its control or used by its employees for discharging its function section 4 (1) (b) (vi) of Right to Information Act 2005.**

The Department woks on the basis of the following rules/instructions:

1. Nagaland Higher Education Service Rules 2015

2. Nagaland Financial Rules

3. Budget Manuals

4. UGC rules and regulations and NU norms for establishing new institutes, norms of

recruitment of teachers, etc

5 Compendium of Important Notifications, Orders, Office Memoranda- Published by

Department of Personnel & Administrative Reforms, Govt. of Nagaland.

6. Government of Nagaland Finance Department, Hand Book for DDOs.

7. Nagaland Service Conduct Rules.

**Directorate:**

Besides the above mentioned rule/regulations/instructions/ manuals, the Directorate also possesses the Organizational Structures and Work Distribution Charts for discharging its functions

**Colleges:**

The Colleges are also governed by the same rules and regulations. The institutes also functions according to the Academic calendar, Class routines.

**Manual (vi)**

**A Statement of categories of documents that are held by it or under its control. section 4 (1) (b) (vi) of Right to Information Act 2005**

**DIRECTORATE LEVEL:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl.No.** | **Name and category of documents** | **Name of Documents** | **Procedure of obtaining documents** | **Held by/under control of** |
| 1. | Budget | DDO-wise sub-allotment of funds for the Department, including that of Colleges. | Through HOD | DDO/OSD (Planning & Budget), HE |
| 2. | Scholarships | Sanction Orders & and payment details | Through HOD | DDO/OSD (Scholarship) |
| 3. | Service Matters | Service Records | Through HOD | HOD/OSD (Research) |
| 4. | Service Rules | Government Rules/Orders | Through HOD | HOD/ OSD (Research) |
| 5. | Assets/Properties | Stock Registers | Through HOD | HOD/ Accounts Officer and Registrar |
| 6. | Land Documents | Acquisition of Land/Settlements | Through HOD | HOD/ Liaison Officer |
| 7. | Administrative Reports | Annual Administrative Reports | Through HOD | OSD (Research) |
| 8. | RTI | Manuals & Records | Through HOD | PIO & APIO |

**COLLEGE LEVEL (AT DISTRICT LEVEL):**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl.No** | **Name and category of documents** | **Name of Documents** | **Procedure of obtaining documents** | **Held by/under control of** |
| 1. | Budget | Budget Allotment received from State Govt and UGC | ThroughPrincipal | Principal & DDO |
| 2. | Admission | Admission Forms | ThroughPrincipal | Vice Principal |
| 3. | Answer Scripts | Answer Scripts | ThroughPrincipal | Vice Principal |
| 4. | Students enrollment | Enrolment reords | ThroughPrincipal | Vice Principal |
| 5. | Service Matters | Service Records | ThroughPrincipal | Head Assistant |
| 6. | Audit | Audit Statements | ThroughPrincipal | DDO/Accountant. |
| 7. | Assets & Properties | Assets/stock register of the Colleges | ThroughPrincipal | DDO/Accountant. |
| 8. | RTI | RTI Records | ThroughPrincipal | Principal & PIO /APIO |

**Manual (vii)**

**The Particulars of any arrangement that exists 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**

**A.**The **State Education Committee (SEC)** is the highest policy making body of the department.

The **SEC** sits from time to time for the following purposes.

1. Distribution of Grant-in-aid to government recognized private secular colleges and private theological colleges.
2. To consider for giving permission and no objection certificate (NOC) to applicants seeking for opening new secular private colleges and new theological colleges respectively. ,
3. To take decision on other academic matters.

**The following members constitute the State Education Committee:**

|  |  |  |
| --- | --- | --- |
| **Sl.No.** | **Members of SEC** | **Designation** |
| 1. | Hon’ble Minister, Higher & Technical Education | Chairman |
| 2. | Chief Secretary &Development Commissioner or his/her nominee | Member |
| 3. | Finance Commissioner or his nominee | Member |
| 4. | Registrar, Nagaland University | Member |
| 5. | Director, SCERT | Member |
| 6. | Director, School Education | Member |
| 7. | Director, IGNOU | Member |
| 8. | Director, Technical education | Member |
| 9. | Director, Higher Education | Member |
| 10. | Commissioner & Secretary, Higher &Technical Education | Member Secretary |

**B.The Nagaland State Council of Higher Education.**

The **Nagaland State Council of Higher Education** was established through an Act of Nagaland State Legislature called The **Nagaland State Council of Higher Education 2014.**

Objectives of The **Nagaland State Council of Higher Education:**

1. Promote Academic excellence and social Justice by the Government in policy formulation and perspective planning.
2. Ensuring autonomy, accountability and co-ordination among all institutions of Higher Education in the State.
3. Guiding the harmoniuous growth of Higher Education in accordance with the socio economic needs of the state.
4. Review and coordinate the implementation of policies in all Higher Education Institutions in the State including Universities, Research Institutions and Colleges.
5. Network various programmes in Hgher Education undertaken and promoted by Central and State Governments and by National Level Regulatory bodies including University Grants Commission, All India Council for Technical Education, National Council for Teacher Education, Medical Council of India, Bar Council of India and other similar statutory bodies.
6. Undertake independent work for the generation, diffusion and dissemination of new ideas in Higher Education.

VII.Provide common facilities for all Universities, Research Institutions, Colleges and other centres of learning.

1. Provide for the generation,augmentation and optimum utilization of funds for the expansion and development of Higher Education and
2. Undertake such other programmes for promoting the objectives of Social Justice and excellence in Higher Education.

Constitution of the Council of **The Nagaland State Council of Higher Education.**

|  |  |  |
| --- | --- | --- |
| **Sl.No.** | **Category** | **Designation** |
| (i) | The Chief Minister of Nagaland | Chairman |
| (ii) | Hon’ble Minister, Higher & Techinical Education Nagaland | Member Secretary |
| (iii) | The Commissioner & Secretary or Secretary in charge of Department of Higher & technical Education, Nagaland | Member |
| (iv) | Director, Higher Education | Member |
| (v) | Additional Director or Joint Director, Higher Education & State Project Director (RUSA) | Member |
| (vi) | The Finance Commissioner, Nagaland or his representative not below the rank of Joint Secretary | Member |
| (vii) | The Development Commissioner, Nagaland or his representative not below the rank of Joint Development Commissioner | Member |
| (viii) | Ten Academicians of repute from different academic disciplines of whom two shall be a woman and two belonging to backward tribes of Nagaland(to be nominated by the Government. | Member |
| (xi) | Vice Chancellor of Nagaland University or his reprentative not below the rank of Pro Vice Chancellor | Member |
| (x) | Two Principals of autonomous colleges (to be nominated by the Government) | Member |
| (xi) | One nominee of the Government of India (to be nominated by MHRD) | Ex-Officio Member |
| (xii) | One nominee of the Government of India (to be nominated by UGC) | Ex-Officio Member |
| (xiii) | Secretary, Justice & Law, Nagaland | Ex-Officio Member |
| (xiv) | The Principal Director, School Education | Ex-Officio Member |
| (xv) | The Principal Director,Health & Family Welfare, Nagaland | Ex-Officio Member |
| (xvi) | The Director, Technical Education | Ex-Officio Member |
| (xvii) | The Chairman, NBSE | Ex-Officio Member |

# C.Colleges(District Level):

As per Nagaland University Ordinance, every govt. college is to constitute an Advisory Committee to look after the well-being of the college. The Committee is constituted of not more than fifteen members which shall consist of Teachers Representatives from Nagaland University to be nominated by the Executive Council (NU). Representatives from civil bodies from the respective districts/HOD's of Department selected by the Principal and Deputy Commissioner of the district as the chairman of the college **Advisory Committee**.

**Manual (viii)**

**Statement of the Boards council, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice and as to whether meeting of those boards, councils, committees and bodies are open to the public, or the minutes of such meetings are accessible for public. section 4 (1) (b) (vii) of Right to Information Act 2005**

**Directorate:**

1. The **State Education Committee (SEC)** is the highest policy making body of the department.

The SEC sits from time to time for the following purposes.

1. Distribution of Grant-in-aid to government recognized private secular colleges and private theological colleges.
2. To consider for giving permission and no objection certificate (NOC) to applicants seeking for opening new secular private colleges and new theological colleges respectively.
3. To take decision on other academic matters.

**The following members constitute the State Education Committee (SEC):**

1.Hon’ble Minister, Higher & Technical Education - Chairman

2. Chief Secretary & Development Commissioner or his nominee - Member

3. Finance Commissioner or his nominee - Member

4. Commissioner & secretary, Higher &Technical Education - Member

5. Registrar, Nagaland University - Member

6. Director, SCERT - Member

7. Director, School Education - Member

8. Director, IGNOU - Member

9. Director, Technical education - Member

10. Director, Higher Education - Member Secretary

The decision taken in these meetings are circulated as notification/orders. Hence they are

accessible to the public.

1. **The Nagaland State Council of Higher Education.**

The **Nagaland State Council of Higher Education** was established through an Act of Nagaland State Legislature called The The **Nagaland State Council of Higher Education 2014.**

Objectives of The **Nagaland State Council of Higher Education:**

1. Promote Academic excellence and social Justice by the Government in policy formulation and perspective planning.
2. Ensuring autonomy, accountability and co-ordination among all institutions of Higher Education in the State.
3. Guiding the harmoniuous growth of Higher Education in accordance with the socio economic needs of the state.
4. Review and coordinate the implementation of policies in all Higher Education Institutions in the State including Universities, Research Institutions and Colleges.
5. Network various programmes in Hgher Education undertaken and promoted by Central and State Governments and by National Level Regulatory bodies including University Grants Commission, All India Council for Technical Education, National Council for Teacher Education, Medical Council of India, Bar Council of India and other similar statutory bodies.
6. Undertake independent work for the generation, diffusion and dissemination of new ideas in Higher Education.

VII.Provide common facilities for all Universities, Research Institutions, Colleges and other centres of learning.

1. Provide for the generation,augmentation and optimum utilization of funds for the expansion and development of Higher Education and
2. Undertake such other programmes for promoting the objectives of Social Justice and excellence in Higher Education.

Constitution of the Council of **The Nagaland State Council of Higher Education.**

|  |  |  |
| --- | --- | --- |
| **Sl.No.** | **Category** | **Designation** |
| (i) | The Chief Minister of Nagaland | Chairman |
| (ii) | Hon’ble Minister Higher & Technical Education, Nagaland | Member Secretary |
| (iii) | The Commissioner & Secretary or Secretary in charge of Department of Higher & technical Education, Nagaland | Member |
| (iv) | Director, Higher Education | Member |
| (v) | Additional Director or Joint Director, Higher Education & State Project Director (RUSA) | Member |
| (vi) | The Finance Commissioner, Nagaland or his representative not below the rank of Joint Secretary | Member |
| (vii) | The Development Commissioner, Nagaland or his representative not below the rank of Joint Development Commissioner | Member |
| (viii) | Ten Academicians of repute from different academic disciplines of whom two shall be a woman and two belonging to backward tribes of Nagaland(to be nominated by the Government. | Member |
| (xi) | Vice Chancellor of Nagaland University or his reprentative not below the rank of Pro Vice Chancellor | Member |
| (x) | Two Principals of autonomous colleges (to be nominated by the Government) | Member |
| (xi) | One nominee of the Government of India (to be nominated by MHRD) | Ex-Officio Member |
| (xii) | One nominee of the Government of India (to be nominated by UGC) | Ex-Officio Member |
| (xiii) | Secretary, Justice & Law, Nagaland | Ex-Officio Member |
| (xiv) | The Principal Director, School Education | Ex-Officio Member |
| (xv) | The Principal Director,Health & Family Welfare, Nagaland | Ex-Officio Member |
| (xvi) | The Director, Technical Education | Ex-Officio Member |
| (xvii) | The Chairman, NBSE | Ex-Officio Member |

**C.Colleges (District Level)**

As per Nagaland University Ordinance, every govt. college is to constitute an Advisory Committee to look after the well-being of the college. The Committee is constituted of not more than fifteen members which shall consist of , Teachers/ Representatives from Nagaland University to be nominated by the Executive Council ( NU)/ Representatives from civil bodies from the respective districts/HOD's of Department selected by the Principal and Deputy Commissioner of the district as the chairman of the college Advisory Committee

**Manual (ix)**

**A Directory of its officers and employees on 31st March 2019**

**Secretariat:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl.No** | **Name** | **Designation** | **Contact No.** | **Email ID (If any)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Directorate Level:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl.**  **No.** | **Officer/ staff** | **Designation** | **Contact No.** | **Email I.D** |
| 1. | Dr.Apeni Lotha | Director | 9436000984 | [dir.highedu@gmail.com](mailto:dir.highedu@gmail.com) |
| 2. | Dr.Katoni Jakhalu | Addl.Director | 9436014693 |  |
| 3. | Smti. Nokyanla | Jt. Director ( Planning ) | 9856349082 |  |
| 4. | Shri Menuokholie Kire | Jt.Director (Administration) | 9485238349 |  |
| 5. | Smti. Rokono P. Keyho | Jt. Director (Establishment) | 9436402917 |  |
| 6. | Dr. K. Hukato Swu | Dy. Director  (Establishment-1) | 9436600218 |  |
| 7. | Dr.Nokhwenu Kharutso | Dy. Director  (Establishment-2) | 9436011134 |  |
| 8. | Shri Medongoi | Dy.Director ( A & R) | 9402993497 |  |
| 9. | Smti Atula B.Aier | Assistant Director(NAAC) | 9436062843 |  |
| 10. | Shri Rokosatuo Yhome | Asst. Director & RUSA Project Officer | 9436077344 |  |
| 11. | Smti Imtisenla | Assistant Director (Admn) |  |  |
| 12. | Shri Marco Sachu | Special Officer | 9436400421 |  |
| 13. | Shri. Lisepi | OSD(Statistics & Inspecn) | 9612520569 |  |
| 14 | Shri Keduosielie | OSD (Scholarship) | 9615021554 |  |
| 15 | Smti Vetanule Demo | OSD ( MHRD & Admn) | 8974870900 |  |
| 16 | Shri. S.J. Levi Keor | OSD (NAAC) | 9612320179 |  |
| 17 | Shri Tol Pucho | Computer Programmer | 9436404391 |  |
| 18 | Shri. Imtilebden | Statistical Officer | 9856511586 |  |
| 19 | Shri. Pangermayang | Accounts Officer | 9436403893 |  |
| 20 | Smti Sedele | Registrar | 8414982159 |  |
| 21 | Smti. Nini | Superintendent | 9436000371 |  |
| 22 | Shri Khruvoyi | Superintendent | 8731882918 |  |
| 23 | Smti. Shiholi | Asst.Suptd | 9862189819 |  |
| 24 | Smti. Watisangla | Asst.Suptd | 9436800226 |  |
| 25 | Smti Asangla | Asst Suptd | 9436604792 |  |
| 26 | Smti. Cutshoweu | Steno to Director | 9862110185 |  |
| 27 | Shri. Neitso | Liaison Officer | 8119022344 |  |
| 28 | Smti. Akala | Legal Consultant | 7005656226 |  |
| 29 | Smti. Watisenla | UDA | 9436604603 |  |
| 30 | Smti. Nourheneinuo | UDA | 9856127961 |  |
| 31 | Smti Arenungla | UDA | 9436604430 |  |
| 32 | Shri Repakaba | UDA | 9436062223 |  |
| 33 | Shri Benedict | UDA | 9862563058 |  |
| 34 | Smti. Kezieu | UDA | 9862695074 |  |
| 35 | Shri. Moliba Pohena | UDA | 8974903717 |  |
| 36 | Shri. Atovi | UDA | 9436435384 |  |
| 37 | Smti. Ashing | UDA | 8119890928 |  |
| 38 | Smti. Kekhrielhoubeinuo | Steno to Addl. Director | 9774937993 |  |
| 39 | Shri. Vikhrulu Pohena | LDA | 8794143546 |  |
| 40 | Shri.Lima | LDA | 7005806060 |  |
| 41 | Smti. Thenuchole Movi | LDA | 9612681163 |  |
| 42 | Smti. Mentitula | LDA | 9774732536 |  |
| 43 | Smti. Limtoba | LDA | 8974614147 |  |
| 44 | Shri Imkongsunep, | LDA | 9612948820 |  |
| 45 | Smti. Yungmei, | LDA | 9862109771 |  |
| 46 | Smti. Rudupolu, | LDA | 9856485383 |  |
| 47 | Smti. Shetsolu, | LDA | 8732006543 |  |
| 48 | Smti. Vemetuonuo, | LDA | 8257812473 |  |
| 49 | Smti. Sentikala, | LDA | 9862757344 |  |
| 50 | Shri Dolim, | LDA | 9856713022 |  |
| 51 | Shri Revikhru, | LDA | 9612444549 |  |
| 52 | Smti. Babli | LDA | 9436208823 |  |
| 53 | Smti. Elizabeth | LDA | 9612082672 |  |
| 54 | Shri. Vezoto Venyo | LDA | 8731882918 |  |
| 55 | Shri. Imtimeren | LDA | 9856237248 |  |
| 56 | Smti. Rose | LDA | 8974953297 |  |
| 57 | Shri. Wezo Wezah | LDA | 7005089348 |  |
| 58 | Shri. Chonbenthung Tsanglao | LDA | 8257846805 |  |
| 59 | Smti. Vethihulu | LDA | 9856441646 |  |
| 60 | Shri. Wekupe | LDA | 9862131605 |  |
| 61 | Shri. Solomon Domeh | LDA | 9612820045 |  |
| 62 | Shri Rokovizo Tase | LDA |  |  |
| 63 | Shri. Lyndoh | Computer Operator | 7308954906 |  |
| 64 | Smti. Temsulila | Lib.Asst | 9436604429 |  |
| 65 | Smti. Medovinuo Rhi | Store Keeper | 8730084974 |  |
| 66 | Smti. Tonikali Chishi | Project Assistant | 8787799026 |  |
| 67 | Smti. Vivutulu Nukhu, | Bill Asstt Cum Cashier | 7085177524 |  |
| 68 | Shri Richard, | Project Assistant | 8794663039 |  |
| 69 | Smti. Thenuchole Movi | LDA | 9612681163 |  |
| 70 | Shri Bokato Chophy | LDA / Data Entry Optr | 9612345508 |  |
| 71 | Shri. Lima | LDA | 7005806060 |  |
| 72 | Smti. T. Asangla | Sr.Grade Typist | 9856034209 |  |
| 73 | Smti. Dolera | Typist Gr-I | 9612125538 |  |
| 74 | Smti. Nungsangpokla, | Typist Gr-I | 9856034202 |  |
| 75 | Smti. Soletuonuo, | Typist Gr-II | 9856303940 |  |
| 76 | Smti. Rongsentila, | Typist | 9856304203 |  |
| 77 | Smti. Aotola, | Typist | 9402695180 |  |
| 78 | Smti. Viseno | Typist | 9856162360 |  |
| 79 | Shri Imtiluin | Head Driver | 9436438359 |  |
| 80 | Shri Bendangnungsang, | Driver | 9436208453 |  |
| 81 | Shri Rabemo, | Driver | 8732886904 |  |
| 82 | Shri Kheanjimong, | Driver | 9856823662 |  |
| 83 | Shri Kikovito, | Driver | 9402868365 |  |
| 84 | Shri Mojul Purja, | Driver | 8256924641 |  |
| 85 | Shri Moatoshi, | Driver | 9862267737 |  |
| 86 | Shri Nsenlo Tep, | Driver | 9089474572 |  |
| 87 | Shri Shingnyu, | Driver | 8415838414 |  |
| 88 | Shri Tako Ao, | Driver | 9862667240 |  |
| 89 | Shri Dzuziengulie Vizo, | Driver | 9089049391 |  |
| 90 | Shri Chandra | Driver | 8258944673 |  |
| 91 | Shri Vikehetuo Sachu, | Driver | 9856461060 |  |
| 92 | Shri Nuku Venyo, | Driver |  |  |
| 93 | Shri Cizotso, | Driver |  |  |
| 94 | Shri Gopal, | Driver | 9774928845 |  |
| 95 | Shri Veluzo Nienu, | Driver |  |  |
| 96 | Shri Tezenchu Apon, | Driver |  |  |
| 97 | Shri Konak Singh | Driver |  |  |
| 98 | Shri Rhipri Domeh, | Bus Conductor | 8974862635 |  |
| 99 | Shri Tsuknungtemsu, | Handyman |  |  |
| 100 | Shri Pangshau, | Duftry | 9612913670 |  |
| 101 | Shri Zhetovi, | Peon | 9612368763 |  |
| 102 | Smti. Tsuknungrenla | Peon | 9612536162 |  |
| 103 | Shri Tsuknungtemsu | Peon |  |  |
| 104 | Shri Talitemjen | Peon | 9436615477 |  |
| 105 | Shri Moakumzuk | Peon | 9089421025 |  |
| 106 | Smti. Toshilila | Peon | 9612762410 |  |
| 107 | Smti. Amenla | Peon | 9089982758 |  |
| 108 | Shri Keyhokuolie | Peon | 9615629337 |  |
| 109 | Shri Medovi | Peon | 9436090132 |  |
| 110 | Smti. Vizheli | Peon | 9856244628 |  |
| 111 | Shri Purlemba | Peon | 9615267301 |  |
| 112 | Smti. Sharon | Peon | 9856244628 |  |
| 113 | Shri Dzieseneituo | Peon | 9856711867 |  |
| 114 | Keduneizo Rolnu | Driver | 9612258748 |  |
| 115 | Nukshimeren | Driver |  |  |
| 116 | Kamal Pandey | Peon | 9077662449 |  |
| 117 | Khroku Ngatsi | Peon | 8257813428 |  |
| 118 | Nukhuveyi Lohe | Peon | 8732888175 |  |

**College Level (At District Level)**

1. **Kohima College Kohima**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl.No.** | **Name** | **Designation** | **Contact No.** | **Email ID (If any)** |
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|  | Shri. T. Ayamo Kikon | Asst. Prof (Socio) | 8974334000 |  |
|  | Shri. Abel Swu | Asst. Prof (Pol. Sc.) | 9862318832 |  |
|  | Tolivi H Sumi | Asst. Prof (Eco) |  |  |
|  | Kelesunu Mekro | Asst.Prof (History) |  |  |
|  | Shri. Jose Varughese | Sr. Head Assistant | 9436409500 | [wangacol@gmail.com](mailto:wangacol@gmail.com) |
|  | Shri. M. Sashiba Jamir | UDA | 9436433575 | ‘’ |
|  | Shri. C. Tiameren Jamir | UDA |  | ‘’ |
|  | Shri. Shongpong Konyak | LDA | 9612402847 | ‘’ |
|  | Smti. Shonnying Konyak | Typist | 8413076440 | [tenoseno@gmail.com](mailto:tenoseno@gmail.com) |
|  | Shri. Kamal Chetri | Bus Driver | 9862728054 | [ekonyak@gmail.com](mailto:ekonyak@gmail.com) |
|  | Shri. Bongzei Konyak | Duftry | 8014702561 | [wangacol@gmail.com](mailto:wangacol@gmail.com) |
|  | Shri. Loatok Konyak | Chowkidar | 8414041048 | ‘’ |
|  | Shri. Wangpoh Konyak | Peon | 9862394818 | ‘’ |
|  | Shri.Shanglong Konyak | Sweeper |  | ‘’ |
|  | Shri.Chingkei Konyak | Peon | 9436828170 | ‘’ |
|  | Smti.Ngeplem Konyak | Peon | 9615653720 | ‘’ |
|  | Smti. Ngeplih Konyak | Typist | 9862633063 | ‘’ |
|  | Shri. Pangkhong Konyak | Bus Conductor | 9089065609 | ‘’ |
|  | Smti.Banhra Konyak | Mali | 8119073019 |  |
|  | Shri. Angnyei Konyak | Night Chowkidar | 9436265184 |  |
|  | Shri. Apen Konyak | Peon | 9862309644 |  |
|  | Shri. P. Naiwang Konyak | Lib. Assistant | 8413981985 |  |
|  | Shri. Khamching Konyak | Bus Conductor |  |  |
|  | Shri. Nungsangyuba | Peon |  |  |
|  | Shri. N. Shangmei | LDA | 9089719689 |  |
|  | Shri. H. Semon Konyak | LDA | 8974989229 |  |
|  | Smti. Easter Konyak | LDA -Cum-Comp.Asst. |  |  |
|  | Shri. Chingkhan Konyak | Bus Driver | 8014283640 |  |
|  | Shri. Wangton Konyak | Wenger Driver | 7627943184 |  |
|  | Shri. Chemyuk Konyak | Bus Driver | 9862691667 |  |
|  | Shri. S. Manching Konyak | Driver | 9862331342 |  |
|  | Shri. K. Chiyuh | Assistant Liberian | 8731053897 |  |
|  | Shri. Chingkap Konyak | Lib. Assistant | 9862513676 |  |
|  | Smti. Minlong Konyak | Sweeper | 8974140611 |  |
|  | Shri. Chinglem Konyak | Bus Conductor | 9862909073 |  |
|  | Shri. Wanglei Konyak | Handy Man | 8974415801 |  |
|  | Shri. Jonong Konyak | Handy Man |  |  |
|  | Shri. Wango Konyak | Water Source Chowkidar | 9862368303 |  |
|  | Shri. T. Chingham Konyak | Ground Man | 8974355197 |  |
|  | Shri. Pangging Konyak | Lib. Attendant | 9612427904 |  |
|  | Shri. Huhshai Konyak | Carpenter | 9612056774 |  |

1. **Yingli College, Longleng:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl.No.** | **Name** | **Designation** | **Contact No.** | **Email ID (If any)** |
|  | **Dr. T.Temsu Imti** | **Principal** | **9436433492** |  |
|  | Dr.B.Henshet Phom | Vice Principal | 9862594780 | [henshet@rediffmail.com](mailto:henshet@rediffmail.com) |
|  | Dr.Sunil Kumar | Asst.Prof & Head | 9862323276 |  |
|  | Dr.Abdur Rahman | Asst.Prof & Head | 9862843084 |  |
|  | Dr.Mithilesh Kumar Jha | Asst.Prof & Head | 9612672302 |  |
|  | Dr.Mahabir Jha | Asst.Prof & Head | 9862848881 |  |
|  | Nurul Islam | Asst.Prof & Head | 7399934578 |  |
|  | C.Vangngoi Phom | Asst.Prof | 9862132073 |  |
|  | Dr.Ajay Kumar Chowdhary | Asst.Prof | 8974633598 |  |
|  | C.Theppen Phom | Asst.Prof | 9612431687 |  |
|  | Lanunochit Pongen | Asst.Prof | 9812460430 |  |
|  | Vizolenuo Sophie | Asst.Prof | 9856104388 |  |
|  | Konchem | Asst.Prof | 9862701976 |  |
|  | Thsingvi T Sangtam | Asst.Prof & Head | 9862813731 |  |
|  | Chubakumzuk Jamir | Asst.Prof | 8974517667 |  |
|  | Lochumbeni P Shitiri | Asst.Prof | 8413854182 |  |
|  | Tonghon Phom | Asst.Prof | 8413953341 |  |
|  | Dr.Toli Achumi | Asst.Prof | 9089327596 |  |
|  | Phenmei B Phom | Asst.Prof | 9612707605 |  |
|  | L.Pongngoi Phom | Asst.Prof | 8974957705 |  |
|  | Dikhrou Dianuo | Asst.Prof | 8575562948 |  |
|  | Florence Magh | Asst.Prof | 9089898689 |  |
|  | Olivi Yepthomi | Asst. Prof | 9615861957 |  |
|  | Mhonjan N Odyuo | Asst. Prof (Hist) |  |  |
|  | Pangersashi Walling | Librarian |  |  |
|  | Z. Bushem | Head Assistant | 8974001558 |  |
|  | H.Chongpang Phom | UDA cum Accountant | 9612911795 |  |
|  | S.Tali Phom | Library Asst. | 8974321917 |  |
|  | Ongla Phom | LDA | 8131080430 |  |
|  | Chongpongyanger Phom | Typist | 9612809652 |  |
|  | Y. Meribeni Lotha | LDA | 8575927892 |  |
|  | L. Longshak phom | Duftery |  |  |
|  | Himei | Peon | 9862969542 |  |
|  | Tongzuk phom | Peon |  |  |
|  | Bauting Phom | Chowkidar | 8974119828 |  |
|  | Chingjei | Chowkidar | 9612910615 |  |
|  | Ongshen | Mali |  |  |
|  | Apong | Mali |  |  |
|  | Pongjei | Sweeper |  |  |
|  | Manyau | Sweeper |  |  |
|  | Nenglang | Night Chowkidar |  |  |
|  | Leihong | Night Chowkidar |  |  |
|  | Tavo | Bus Driver |  |  |
|  | Anyak | Bus Driver |  |  |
|  | Y. Longyang | Bus Conductor |  |  |
|  | Hophing | Bus Handyman |  |  |
|  | Eshau | Bus Handyman |  |  |
|  | B. Longmei | Groundman |  |  |
|  | Kosam | Driver |  |  |
|  | Ishak phom | Boys Hostel Cook |  |  |
|  | Athei | Girls Hostel Cook |  |  |
|  | Yungnyie | Girl’s Hostel Chowkidar |  |  |
|  | Bauau | Boys Hostel Chowkidar |  |  |
|  | Manphen | Mali |  |  |
|  | Shemtan Phom | Bus Conductor | 9612004512 |  |

1. **Zunheboto Government College, Zunheboto:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl.No.** | **Name** | **Designation** | **Contact No.** | **Email ID (If any)** |
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|  | Shri. Jekugha sema | Vice principal | 9436019420 | [semajekugha@yahoo.com](mailto:semajekugha@yahoo.com) |
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|  | Smti. Moakala jamir | Asso. Professor | 9862514055 |  |
|  | Dr. M Pushparaj | Asso. Professor | 9436433489 | [profmpraj@gmail.com](mailto:profmpraj@gmail.com) |
|  | Dr. T. Chandrasekharan | Asst. Professor | 9436076799 | [drthomaschandra@gmail.com](mailto:drthomaschandra@gmail.com) |
|  | Dr. P. Pandy | Asst. Professor | 9402444609 | [prof.pandy1960@gmail.com](mailto:Prof.pandy1960@gmail.com) |
|  | Dr. C. Periasamy | Asso. Professor | 9442581769 |  |
|  | Shri. Imo onen | Asst. Professor | 9402019448 |  |
|  | Smt. Bendangsenla | Asst. Professor | 9436077102 |  |
|  | Smt. Zipporah sema | Asst. Professor | 9436008183 | [zipporah@gmail.com](mailto:zipporah@gmail.com) |
|  | Smt. Lipokrenla jamir | Asst. Professor | 9402202691 |  |
|  | Shri. Wetshokhrolo lasuh | Asst. Professor | 8729994112 |  |
|  | Smt. Newtoli k. Yeptho | Asst. Professor | 9436211644 |  |
|  | Shri. Pukhato | Asst. Professor | 8974622678 |  |
|  | Smt. Rosy kinny | Asst. Professor | 8414976734 |  |
|  | Shri. Kekhriele Nakhro | Asst. Professor | 9436618801 | [kknakhro@gmail.com](mailto:kknakhro@gmail.com) |
|  | Shri. Kezhadi Leno | Asst. Professor | 9615247779 |  |
|  | Smt. Tiamenla imsong | Asst. Professor | 9402272540 | [tiamenlaimsong@gmail.com](mailto:tiamenlaimsong@gmail.com) |
|  | Smti. Ngutoli Y. Swu | Asst. Professor |  |  |
|  | Smt. Rose kithan | Asst. Professor | 8974938880 |  |
|  | Shri. Kipfelie thevo | Asst. Professor | 9089301208 | [kipfeliethevo@gmail.com](mailto:kipfeliethevo@gmail.com) |
|  | Shri. Tiasunep ozukum | Asst. Professor | 9856162643 | [sunep.ozuk11@yahoo.com](mailto:Sunep.ozuk11@yahoo.com) |
|  | Smti. Atula B. Aier | Asst. Professor |  |  |
|  | Smt. Neiphinuo Zatsu | Asst. Professor | 9731802619 |  |
|  | Shri. Mhasilhounyű Thomas Solo | Asst. Professor | 9615933641 |  |
|  | Smt. Mutunelu soho | Asst. Professor | 9862046455 |  |
|  | Smt. Lipokjungla | Asst. Professor | 9612513484 |  |
|  | Smt. Bolivi kiba | Asst. Professor | 9089264272 |  |
|  | Smt. Hulika zhimomi | Asst. Professor | 9863391165 |  |
|  | Shri. Kelito I. Chishi | Asst. Professor | 8794124259 |  |
|  | Smt. Lovikali h. Ayemi | Asst. Professor | 9089661158 |  |
|  | Shri. Vitokhu | H.a. | 9089995546 |  |
|  | Shri. K. Toikhu | Accountant | 8794713847 | [toikhusema@gmail.com](mailto:toikhusema@gmail.com) |
|  | Smti. Bokali | Steno |  |  |
|  | Smti. Nivili | Typist | 9402634529 |  |
|  | Shri. Vikheto | Driver |  |  |
|  | Shri. Kakiye | Store keeper | 8414000814 |  |
|  | Shri. Hekhevi | B/cond. | 9402639888 |  |
|  | Shri. Hevito | Peon | 8131925886 |  |
|  | Shri. Sakiye | D/chowkidar | 7628081294 |  |
|  | Shri. Zhetovi | D/ chowkidar |  |  |
|  | Shri. Zhekheto | N/chowkidar |  |  |
|  | Shri. Ravi Pradhan | Driver | 8974179053 |  |
|  | Shri. Hoshito | G/man | 9402639810 |  |
|  | Smti. Zheholi | Sweeper |  |  |
|  | Smti. Kimiyetoli | Lab. Asst. |  |  |
|  | Smti. Shihuli | Lda | 8731802571 |  |
|  | Smti. Khenili | Typist | 8729997029 |  |
|  | Smti. Hetoli | Typist | 8014507536 |  |
|  | Shri. Ahuto | Lib. Asst. | 9612148279 |  |
|  | Shri. Heyito | Mali |  |  |
|  | Shri. S. Atoho sumi | Lda. | 9862299686 | [atoho\_naga@yahoo.com](mailto:Atoho_naga@yahoo.com) |
|  | Shri. Akheto | B/cond. | 9089647863 |  |
|  | Shri. Obed | Lda. | 9436074794 |  |
|  | Shri. Kevito | Peon | 8730934362 |  |
|  | Shri. Shitokhu | N/chowkidar | 7085189103 |  |
|  | Smt. Mughaholi L. | Mali | 9862450653 |  |
|  | Shri. Arenjaba | Librarian | 9436946724 | [aren9lkr@gmail.com](mailto:aren9lkr@gmail.com) |
|  | Smti. Kevilevonuo | Asst.Prof |  |  |
|  | Smti. Husheli Yeptho | Sweeper |  |  |
|  | Smti. Hivi Shohe | Mali |  |  |
|  | Smti. Ametoli L Chishi | Lab Attend | 8787495365 |  |
|  | Shri. Ghoito Yeptho | Carpenter | 8974883261 |  |
|  | Shri. Aboto I Chishi | Driver | 8014918887 |  |
|  | Smti. Kuputoli S Assumi | Lab. Asst. | 8014697856 |  |
|  | Smti. V. Shekheli Achumi | LDA | 9862941619 |  |
|  | Smti. Elli Sumi | Sweeper | 8085180871 |  |

1. **Zisaji Presidency College, Kiphiri:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl.No.** | **Name** | **Designation** | **Contact No.** | **Email ID (If any)** |
|  | Vacant | Principal |  |  |
|  | Dr. Purna Chandra Mishra | Vice Principal | 8974958900 | [purnamishra2010@gmail.com](mailto:purnamishra2010@gmail.com) |
|  | Dr. Debashish Panigrahi | Asst. Professor | 8974993818 | [debashish\_bls@gmail.com](mailto:debashish_bls@gmail.com) |
|  | Dr. Ketoukhrie-ü | Asst. Professor | 8974599054 | [kzkhrie@gmail.com](mailto:kzkhrie@gmail.com) |
| 5. | Shri. R.Y. Moses Sangtam | Asst. Professor | 8974993820 | [rymoses75@yahoo.com](mailto:rymoses75@yahoo.com) |
|  | Smti. Ngutoli Y. Swu | Asst. Professor | 8416060834 | [ngutoli.shefi@gmail.com](mailto:ngutoli.shefi@gmail.com) |
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|  | Smti. Mamata Panda | Asst. Professor | 7005214417 | [mamatapanda2010@gmail.com](mailto:mamatapanda2010@gmail.com) |
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|  | Shri. Thoshusie Katiry | Asst. Professor | 9862737770 |  |
|  | Shri. Priyaranjan Das | Asst. Professor | 9612520518 | [**priyazpc76@gmail.com**](mailto:priyazpc76@gmail.com) |
|  | Shri. Gagan Chandra Mishra | Asst. Professor | 8974993819 | [gaganzpgc@gmail.com](mailto:gaganzpgc@gmail.com) |
|  | Shri. S. Lisepi Sangtam | Asst. Professor | 9612520569 |  |
|  | Shri. I. Temjentoshi Ozukum | Asst. Professor | 7085674643 |  |
|  | Shri. Vanthungo Jami | Asst. Professor | 8974825166 | [vanjami36@gmail.com](mailto:vanjami36@gmail.com) |
|  | Shri. Chamdiba Sangtam | Asst. Professor | 8730953099 |  |
|  | Shri. Longtise Sangtam | Asst. Professor | 7085190315 | [lonsangtam@gmail.com](mailto:lonsangtam@gmail.com) |
|  | Shri. Zhoveyi Venuh | Asst. Professor | 9862097713 | tiaedu [longkumer@gmail.com](mailto:longkumer@gmail.com) |
|  | Shri. Litsapi C Sangtam | Asst. Professor | 8414832204 | [atsapi19@gmail.com](mailto:atsapi19@gmail.com) |
|  | Smti. Wekhrote-ü Wezah | Asst. Professor | 7085229434 | [khrot.charrm@gmail.com](mailto:khrot.charrm@gmail.com) |
|  | Smti. Melite-ü Chirhah | Asst. Professor | 9612409085 |  |
|  | Shri. Kuthorhole Nyuthe | Asst. Professor | 8119079030 |  |
|  | Shri. Chanchithung Kithan | Asst. Professor | 9612556750 |  |
|  | Nekhotsolu Chuzho | Asst. professor (Pol. Science) |  |  |
|  | Shri. Rhi Rhi | Librarian | 9862653167 |  |
|  | Shri. Island Peace Yangthsaba | Sr. H.A. | 9612505702 | [islandlangki@gmail.com](mailto:islandlangki@gmail.com) |
|  | Shri. L. Taliba Sangtam | UDA/Accountant | 9862684250 | [talisangtam385@gmail.com](mailto:talisangtam385@gmail.com) |
|  | Smti. Lemtila Jinger | Library Assistant | 8974623310 |  |
|  | Shri. Senai Moses L. Sangtam | LDA | 8974673364 |  |
|  | Shri. Likhase P.R. Thonger | LDA | 8974451321 |  |
|  | Shri. Tsapitsu Sangtam | Typist | 8730034338 |  |
|  | Shri. Yangcholi Sangtam | Duftry | 9612503790 |  |
|  | Shri. Alongse | Peon | 9862577235 |  |
|  | Shri. B. Sechoba Sangtam | Peon | 9862673885 |  |
|  | Shri. Lipito Sangtam | Chowkidar | 8974992877 |  |
|  | Shri. Bumba Sangtam | Chowkidar | 8974993563 |  |
|  | Smti. Asola Lit | Mali | 8974755539 |  |
|  | Smti. Khehoni | Mali | 9862095441 |  |
|  | Shri. Yangseli Sangtam | Driver | 9612381945 |  |
|  | Shri. Tsaozi Sangtam | Sweeper | 9862148785 |  |
|  | Smti. Anyila Sangtam | Sweeper | 8730042638 |  |
|  | Shri. L. Lumjungli | Night Chowkidar | 8415858479 |  |

**Manual (x)**

**The Monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.(As on March 31st 2019)**

**Secretariat Level :**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.No. | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |

**DIRECTORATE LEVEL:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.No. | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |

1. **Kohima College Kohima**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |

**2.Kohima Science College (Autonomous), Jotsoma:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |

**3.State College of Teachers Education (SCTE) Kohima:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |

**4.Dimapur Government College, Dimapur:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |

**5.Fazl Ali College, Mokokchung:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |

**6.Mokokchung College of Teachers Education, Yimyu Ward,Mokokchung (MCTE):**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |

**7.Mount Tiyi College, Wokha:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |

**8.Phek Government College, Phek:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |

**9.Pfutsero Government College, Pfutrero, Phek.**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |

**10.Peren Govternment College Peren:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |

**11. Sao Chang College, Tuensang:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |

**12.Wangkhao College, Mon:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |

**13.Yingli College, Longleng:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |

**14.Zunheboto Government College, Zunheboto:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | |  |  |  |  |  |  |

1. **Zisaji Presidency College, Kiphiri:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 19 | 11 | 12 | 13 | 14 | 15 |
| Sl.  no | Name | Fathers Name | F/M | Educational Qualification | Designation | Status Regular/ Contract/  Adhoc/  Contingency | Date of Birth | Date of entry into servicew/first appointment | Date of appointment to present Post | Place of Posting | Date of retirement | Pay band | Grade pay | Gross Salary |
|  |  |  |  | **Attached Manual X** |  |  |  | |  |  |  |  |  |  |

**Manual (xi)**

**The Budget allocated to each of its agencies, indicating the particulars of all Plans,proposed expenditures and reports on disbursements made from 1st April 2019 to 31st March 2020.**

**Rs. in Lakhs**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No** | **Head of Account** | **Budget Allocation** | **Actual Expenditure** |
| **A.** | **REVENUE SECTOR (A)** |  |  |
| 1. | Salaries | Rs. 9150.11 | Rs. 8867.92 |
| 2. | Wages | Rs. 624.65 | Rs. 560.64 |
| 3. | Travel Expenses | Rs. 30.00 | Rs. 29.98 |
| 4. | Rent,Rate & Taxes | Rs. 16.20 | Rs. 15.68 |
| 5. | Office Expenses | Rs. 54.60 | Rs. 54.57 |
| 6. | Machinery & Equipments | Rs. 53.16 | Rs. 53.14 |
| 7. | Motor Vehicles | Rs.105.00 | Rs.105.00 |
| 8. | Repair /Maintenance | Rs.75.00 | Rs.75.00 |
| 9. | Materials & Supplies | Rs. 25.00 | Rs. 24.97 |
| 10. | Other Charges (D-SR) | Rs. 100.00 | Rs.100.00 |
| 11. | Other Administrative Expenses | Rs. 4.50 | Rs. 3.90 |
| 12. | Professional & Special Services | Rs. 0.10 | Rs. 0.10 |
| 13. | Grant in Aid | Rs.265.00 | Rs. 265.00 |
| 14. | Scholarship (Merit &Research) | Rs.300.00 | Rs.299.77 |
| 15. | RUSA other Charges (CSS) | 497.63 | 51.16 |
| 16. | NEC Stipend & Scholarship | Rs. 36.24 | Rs. 12.24 |
| 17. | Post Matric Scholarship (Dev-SR) | Rs. 407.00 | Rs. 407.00 |
| 18. | Post Matric Scholarship (CSS) | Rs. 4551.14 | Rs. 1951.24 |
|  | **Total Revenue (A)** | **Rs.16295.33** | **Rs. 12877.31** |
| **B.** | **CAPITAL SECTOR (B)** |  |  |
| 23. | Major Works (Dev-SR) | 805.00 | 805.00 |
| 24. | RUSA (Dev-SR) | 60.00 | Rs. 60.00 |
| 25. | RUSA (CSS) | 1923.74 | Rs. 1923.74 |
| 26. | NEC (Dev-SR) | 11.11 | 11.11 |
| 27. | NEC | 100.00 | 100.00 |
|  | **Total Capital (B)** | **Rs.2899.85** | **Rs.2899.85** |
|  | **G.Total (A+B)** | **Rs.19195.18** | **Rs.15777.16** |

**Manual (xii)**

**The Manner of execution of subsidy programmes, including the amount allocated and the details of beneficiaries of such programmes.Section 4 (1) (b)(xii) of Right to Information Act 2005**

**Implementation of various Scholarship schemes during 20919-2020.**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.**  **No.** | **Name of the Schemes/**  **Programmes** | **Objectives of the programme** | **Eligibility criteria** | **Procedure to avail the benefits** | **Duration of the programme** | **Nature scale of subsidy/ amount allotted** | **Physical target:**  **Anticipated/ Amount awarded** | **Financial target**  **Anticipated/**  **Amount awarded** | **Status of Implementation** |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |
| 1 | Post Matric Scholarship | To provide financial assistance to the scheduled tribe students studying at post matriculation or post secondary stage to enable them to complete their education. | **a)** ST students of Nagaland State (only)  **b)** Students whose Parents/Guardians Annual income from all sources does not exceed **₹. 2,50,000/-** (Rupees two lakh fifty thousand) only.  **c)** Students who are pursuing Post Matric course of studies in recognised Colleges/ Universities within India. | a)Online mode of application.  b)Aadhaar number is compulsory for scholarship beneficiaries.  c)Complete application in all respects shall be submitted to the head of the institution being attended.  d)Beneficiary should not be recipient of any other schemes. | The award once made will be tenable till the completion of course subject to good conduct and regularity in attendance without fail. | 90% Central share & 10% State Share. Rs. 1730.59 C.S+192.28 S.S+ 19.2 Carried over of 2018-19= Rs. 1942.07 lakh. | 39975 students Awarded. | Rs. 4349.21 Lakh/- | Disbursed 1st Installment amounting to Rs. 1939.68 Lakh. |
| 2 | State Merit & Research Scholarship | To encourage the Meritorious students of Nagaland and to encourage Research Scholars. | To avail the Merit Scholarship, a student has to obtain the minimum percentage of marks i.e. For HSLC, HSSLC 80% & Degree level 70% in the last Board/University Exam. | a) Online mode of application.  b) Complete application in all respects shall be submitted to the Department.  c) Beneficiary should not be recipient of any other schemes. | To Continue with the Merit Scholarship, a student has to maintain consistent academic result or the required percentage of marks for renewal of Merit Scholarship annually until the completion of course duration. | 100% State fended Rs. 299.77 lakh/-  (Rupees Two crore ninety nine lakh seventy seven thousand) only. | 1734 Merit students & 132 Research scholars.  (Actual) | Rs. 299.77 lakh  (Rupees Two crore ninety nine lakh seventy seven thousand) only. | 100% State Sponsorship (Disbursed). |
| 3 | NEC-Stipend & Book grant | To provide financial support to the students of NER for Higher Professional Courses. | The minimum qualifying percentage of marks to apply for NEC is 70% for general students & 60% for ST/SC students . | a)Online mode of application.  b)Stipend will be given only to courses specified by the Ministry of Human Resources Development.  c) Beneficiary should not be recipient of any other schemes. | The stipend/ book grant shall be tenable for the prescribe duration of a course without fail. | 90% Central share & 10% State share/ Sanction still awaited | 74 students. Rs. 16.62 lakh | Rs. 16.62 lakh (Sanction still awaited) | 90:10  (Sanction still awaited) |

**Implementation of Grants in Aid during 2019-2020.**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.**  **No.** | **Name of the Programme / activity.** | **Objectives of the Programe** | **Eligibility Criteria** | **Procedure to avail the benefits** | **Duration of the programme** | **Nature of scale sudsidy amount alloted** | **Physical and financial targets of the**  **proogramme** | | |
| **Physical target anticipated. No. of beneficiaries** | **Financial target anticipated/ Amount allotted for grants** | **Status of implementation/ utilization.** |
| 1. | Grant-in-Aid | The objectives of grant-in-aid is to provide financial aids to government recognized Secular / Theological Colleges and Societies for diffusion and quality development of Higher Education in Nagaland. | Institutions recognized by the Govt. of Nagaland, permanently affiliated to Nagaland University and fall under 2f & 12B of the UGC Act 1956. Societies registered under Society Registration Act,1969 and recognized by the Govt. of Nagaland, Deptt. of Higher Education for instilling innovation and creative idea in the field of higher education.  Any individual who work for the cause and research in the field of higher education. | Through prescribed format issued by the Departmentr and applications for colleges and societies respectively | 1(one) year | Rs. 2.65 crores (Rupees Two crores sixty five lakhs) only. | 135 beneficiaries | Rs. 2.65 crores (Rupees Two crores sixty five lakhs) only. | Already implemented / utilized |
|  | **Total** |  |  |  |  | Rs. 2.65 crores (Rupees Two crores sixty five lakhs) only. | 135 (one hundred thirty five) beneficiaries | Rs. 2.65 crores (Rupees Two crores sixty five lakhs) only. |  |

**Fund received for RUSA Projects during 1st April 2019 – 31st March 2020.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Grants/Components** | **Amount Released to RUSA Account**  **(Rs.)** | | **Amount Utilized (Rs.)** | **Remarks** |
|  |  | **State Share** | **Central Share** |  |  |
| 1. | New Model Degree College, Mangkolemba, Mokokchung | 6000000 | NIL | 6000000 | Annexure – I |
| 2. | Infrastructure Grants for Pfütsero Govt. College. | NIL | 7875000 | 7875000 | Annexure – II |
| 3. | Research Innovation and Quality Improvement | NIL | 5115600 | 5115600 | Annexure – III |
| 4. | Equity Initiative | NIL | 22500000 | 22500000 | Annexure – IV |
| 5. | New Professional College at Tzurangsa | NIL | 117000000 | 117000000 | Annexure – V |
| 6. | Infrastructure Grants (Fazxl Ali College, Mokokchung/ Dimapur Govt. College/ Kohima College) | NIL | 26999400 | 26999400 | Annexure – VI |
| 7. | Infratructure Grants to Phek Govt. College/ Mt. Tiyi College Wokha | NIL | 18000000 | 18000000 | Annexure – VII |

**Manual (xiii)**

**The Particulars of recipients of concessions, permit or authorizations granted by it.**

**Reservation Quota**

**Seats reserved:**

|  |  |  |
| --- | --- | --- |
| **Sl.No.** | **Reservation** | **Percentage** |
|  | Backward Tribe | As per the reservation notified by the State Government of Nagaland from time to time. |
|  | Women Reservation |
|  | Differently-abled person |

**Manual (xiv)**

**Details in respect of the information, available to or held by it, reduced in an electronic form.**

**Details of information available in electronics form**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No** | **Name** | **Tittle of documents/books** | **Location where available** | **Other information** |
| 1. | Scholarships | E forms of Post matric Scholarship for ST students/Nagaland State Merit Scholarship/ Nec Stipend and Book Grant | State Portal nagaland.gov.in |  |
| 2. | Scholarship beneficiaries record | Data Bank, Higher Education. | Scholarship section, Directorate of Higher Education. |  |
| 3. | Department Activities | Annual Admistrative Reports/Activities of the Deparment | [www.highereducation.ngl.in](http://www.highereducation.ngl.in) |  |

**Manual (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.**

The following facilities are available to citizens for dissemination of information about this Department

● Notice Board of the Department

● Notifications/Advertisements in the Newspaper

● Department website: [www.highereducation.ngl.in](http://www.highereducation.ngl.in)

Contact Person:

**Manual (xvi)**

**The Names, designations and other particulars of the Public Information Officers**.

**(Sectiom 4 (1) (b)(xvi) of Right to Information Act,2005).**

**Directorate Level :**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl.**  **No** | **Name** | **Designtaion** | **Contact Number** |
| 1. | Dr. Apeni Lotha | Director/ Appellate Authority (RTI) | 0370-2771020 |
| 2. | Dr. Katoni Jakhalu | Additional Director / PIO (RTI) | 0370-2271015 |
| 3. | Dr. Hukato Sema | Deputy Director/ APIO (RTI) | 0370-2271083 |

**COLLEGE LEVEL:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl.No** | **Name** | **Designtaion** | **Contact Number** |
| 1. | Dr.Ralimongla | Principal, Kohima College, Kohima / PIO (RTI) | 9436017622 |
| Smti Thinuokhrienuo Tsiekha | Vice Principal APIO (RTI) | 9436005434 |
| 2. | Dr. (Mrs) Lily Sema | Principal,Kohima Science College, Jotsoma/ PIO | 9436005376/ 0370-2223356 |
| Shri Vimhakhol Mekro | Vice Principal Kohima Science College, Jotsoma/APIO (RTI) | 9862248633 |
| 3. | Shri Hekishe | Principal i/c,SCTE, Kohima/PIO (RTI) | 0370-2270691  9856071221 |
| Smti Elizabeth | Vice Principal, SCTE/APIO (RTI) | 7085174672 |
| 4. | Dr.Moanochet Longchar | Principal Dimapur Govt. College, Dimapur/ PIO (RTI) | 03869-221370  7423829584 |
| Smti Alemla Imsong | Vice Principal,Dimapur Govt. College, Dimapur/ APIO (RTI) | 9862916418 |
| 5. | Smti Helen Jamir | Acting PrincipalFazl Ali College, Mokokchung/ PIO (RTI) | 8787552599 |
| Smti Tiamongla | Vice PrincipalFazl Ali College, Mokokchung/ APIO (RTI) |  |
| 6. | Dr. Katoni Jakhalu | Principal, Peren Govt. College,Peren/ APIO (RTI) | 03689-231215 / 9436014693 |
| Shri Albert | Vice Principal, Apio | 9402902740 |
| 7. | Dr. Vizovol Mekro | Principal Phek Govt. College, Phek/PIO (RTI) | 03865-223019/ 9402716591 |
| Smti Shepalu Suyie | Vice Principal, Phek Govt. College/APIO (RTI) | 9862854224 |
| 8. | Dr. Bwyehunle Khing | Principal, Pfutsero Govt. College/APIO (RTI) | 9436211686 |
| Shri Medozu Mero | Vice Principal (APIO) | 9612111980 |
| 9. | Dr.M.L.Ngullie | Principal, Mount Tiyi College, Wokha/PIO (RTI) | 03860-223136/ 9436266507 |
| Shri Amos Ovung | Vice Principal,Mount Tiyi College, Wokha/APIO (RTI) | 9436442630 |
| 10. | Dr.Temsu Imti | Officating Principal, Yingli College Yingli,Longleng/APIO (RTI) | 9436436074 |
| Dr. B. Henshet Phom | Vice Principal (APIO) | 9862594780 |
| 11. | Smti T. Alemla Longkumer | Principal, MCTE, Mokokchung/PIO (RTI) | 9856261052 |
| Dr.Temsiirenla | Vice Principal (APIO) | 9856261052 |
| 12. | Dr. A Nshoga | Principal Sao Chang College, Tuensang/PIO (RTI) | 03861-220275/ |
| Shri Longtichang Tsudir | Vice Principal, Sao Chang College. | 7308203377 |
| 13. | Dr.Nishena Nekha | Principal, Zunheboto Govt. College, Zunheboto/APIO (RTI) | 03768-2231  9383344737 |
| Shri Jekugha Sema | Vice Principal, Zunheboto Govt. College (APIO) | 9436019420 |
| 14. | Dr.Wati Imchen | Principal, Wangkhao College, Mon/PIO (RTI) | 03869-221370  9436439823 |
| Shri S.B.Moses | Vice Principal / APIO |  |
| 15. | Vacant | Principla,Zisaji Presidency College, Kiphiri/PIO(RTI) | 0863-225543 |
| Dr.Purna Chandra Mishra | Vice Principal Zisaji Presidency College, Kiphiri/APIO(RTI) | 8974958900 |

**Manual (xvii)**

**Such other information as such may be prescribe and thereafter update these publications every year. (Sectiom 4 (1) (b)(xvii) of Right to Information Act,2005).**

Budget allocation

Stipend/Scholarship.

**(DR. K. HUKATO SWU)**

**Deputy Director & A PIO**

**Higher Education**

**Nagaland, Kohima.**