



GOVERNMENT OF NAGALAND

**RTI DISCLOSURE
FOR THE YEAR 2017-2018**

(UNDER SECTION 4 OF THE RIGHT TO INFORMATION ACT, 2005)



**DEPARTMENT OF LEGAL METROLOGY & CONSUMER PROTECTION ,
NAGALAND : KOHIMA.**

Annexure -III

MANUAL - I

**PARTICULARS OF THE ORGANISATION, FUNCTIONS AND DUTIES.
(Section 4 (1)(b)(i) of Right to Information Act, 2005)**

MANUAL- I

ORGANISATION , FUNCTIONS & DUTIES.

- **History and background of the organization:**

The erstwhile department of Weights & Measures Department was established by the Govt. of Nagaland in 1968 and under the Weights & Measures Act, 1968 the subject of Consumer Protection was added to this Department on 02-06-1995 and the nomenclature changed to Legal Metrology as per the all India pattern on 02-6-1995. The Legal Metrology & Consumer Protection Directorate is headed by the Additional Controller who had been declared as HoD on 06-08-2013 vide Notification No.LM/CP-1/4/2000 dated 06-08-2013, and the District Offices are headed by the Assistant Controllers. This department implements the Legal Metrology, Act & Rules and the Consumer Protection Laws to protect the interest of the consumers under the leadership of these Officers: –

1. Commissioner & Secretary	- 1 (one)	} Administrative Department level
2. Joint Secretary	- 1 (one)	
3. Under Secretary	- 2 (two)	
4. Section Officer	- 5 (five)	

1. Additional Controller & HoD	- 1 (one)	} Directorate & level
2. Joint Controller	- 1 (one)	
3. Deputy Controller District	- 1 (one)	
4. Assistant Controller	- 9 (nine)	
5. Inspector	-12 (twelve)	

- **Aims and objectives:**

The Department implements the Legal Metrology Act and Rules, and Consumer Protection Act & Rules to gear up various potentialities in which the services of the organization can be made available to the consumers in the fast growing activities of trade, commerce and Industries in the State.

- **Missions and visions :**

To enforce the statutory provisions of Legal Metrology Act, Rules and Consumer Protection Act & Rules to enable educate the consumers to know their rights.

- **Key objectives:**

To enforce the Legal Metrology Act & Rules and the Consumer Protection Act & Rules to safeguard the rights of the consumers.

- **Functions and duties :**

As the name itself implies, the department of Legal Metrology & Consumer Protection is to enforce the Legal Metrology Act and Rules passed by the Parliament of India as well as by Nagaland State Legislative Assembly, - viz the Legal Metrology Act, Rules, Packaged Commodities Rules, the Consumer Protection Act and Rules.

The duties of the Department is to enforce the Legal Metrology Act and Rules, and the Consumer Protection laws effectively, such as –

Under Legal Metrology Act & Rules.

- (i) to strengthen the Legal Metrology and enforcement activities under the Standards of the Legal Metrology Act 2009, Enforcement Rules 2011, General Rules 2011, and Packaged Commodities Rules 2011.
- (ii) to popularize the importance and usage of Metric System in Trade & Commerce.
- (iii) to conduct annual verification, re-verification, stamping on all weights, weighing and measuring instruments including tank lorries etc.
- (iv) to launch prosecutions against the unscrupulous traders to curb malpractices.
- (v) to maintain the Nagaland State Secondary Standard Laboratories in the Controller's Office and Working Standard Laboratory in the District Headquarters.

Under Consumer Protection Act & Rules.

- (i) to act as the Nodal Department for implementation of the provisions of Consumer Protection Act, 1986 and Rules, 1987.
- (ii) to assist the NSCDRC (State Commission) and the DCDRF (District Fora) for redressal of the consumer disputes and grievances.
- (iii) to create mass awareness about consumer rights and to educate the public by organizing seminars, workshops, public rallies etc.
- (iv) to encourage consumers to form voluntary organizations, societies, consumer clubs in schools and colleges for strengthening the consumer movement.
- (v) to observe World Consumer Rights Day on 15th March, and the National Consumer Day on 24th December every year in the interest of the general public.
- (vi) to coordinate with the State Consumer Disputes Redressal Commission (State Commission), and the District Fora in giving better protection to the consumer.
- (vii) to support the State Consumer Helpline as an alternate mechanism to assist the consumer to seek redressal.

• **Organizational chart:**

The Department of Legal Metrology & Consumer Protection is a 3 (three) tier set up

Administrative Head :- Commissioner & Secretary to the Govt. of Nagaland,
Deptt. of Legal Metrology & Consumer Protection
at the Government level.

Directorate Head :- Additional Controller & HoD

Districts level Head :- Assistant Controllers.

• **Administrative set-up in the Districts:**

- (i) Office of the Assistant Controller, LMCP - Kohima

- (ii) Office of the Assistant Controller, LMCP - Dimapur (Covering Peren District)
- (iii) Office of the Assistant Controller, LMCP - Wokha
- (iv) Office of the Assistant Controller, LMCP - Mokokchung (Covering Longleng Dist.)
- (v) Office of the Assistant Controller, LMCP - Tuensang (Covering Kiphire Dist.)
- (vi) Office of the Assistant Controller, LMCP - Mon
- (vii) Office of the Assistant Controller, LMCP - Zunheboto
- (viii) Office of the Assistant Controller, LMCP - Phek
- Total - 8 (eight) Offices

• **Name and address of the organisation:**

1. Bizo M. Kuotsu - Additional Controller (HoD) & AA
2. Haikambe - Joint Controller & PIO

Controller of Legal Metrology & Consumer Protection,
Nagaland, Kohima. - Head of the Directorate

Assistant Controller of Legal Metrology & Consumer Protection are the head of Office in all the 8 (eight) Districts except in the District of Peren, Longleng and Kiphire-where posts are not created till date.

• **Contact details: (District)**

Sl. No.	Name	Designation	Phone	Place of Posting
1	Shri. Shiloh Kath	Assistant Controller	9436066179	Kohima
2	i). Shri. Limatoshi ii).Shri. M. Zeliang	Assistant Controller Assistant Controller	9862090231 7085684478	Dimapur
3	Er. Ngangshimakok	Assistant Controller	9436428579	Mokokchung
4	Shri.Chullen Chang	Assistant Controller	9774371223	Tuensang
5	Shri.Takeeth Imchen	Assistant Controller	9436600384	Zunheboto
6	Shri. T. Aimong	Assistant Controller	9436208004	Wokha
7	Shri. Relise	Assistant Controller	9436405040	Mon
8	Shri.Shiekhozo	Assistant Controller	9862975854	Phek

MANUAL – II

POWER AND DUTIES OF OFFICERS AND EMPLOYEES:

A. SECRETARIAT LEVEL:

Sl.No	Designation	No. of Employees	Powers & Duties
1	Commissioner & Secretary	1 (one)	The Commissioner & Secretary is the Administrative Head and the overall head of the Department, and administrative decisions are taken with his approval.
2	Joint Secretary	1 (one)	Joint Secretary plays a key role, she studies the files thoroughly and scrutinize the details of every file and gives comments before it is put up to Commissioner & Secretary.
3	Under Secretary	2 (two)	The Under Secretary is the link- Officer between the Joint Secretary and other Officers who scrutinize the notes and give suggestions.
4	Section Officer	5 (five)	The Section Officers analyses all the files put up by the Dealing Assistants before it is being put up to the senior tables.

B. DIRECTORATE:

Sl.No	Designation	No. of Employees	Powers & Duties
1	Additional Controller & HoD	1 (one)	AA, DDO, general administration, planning, budget, work distribution, files not assigned (if any)
2	Joint Controller	1 (one)	PIO, CSS, NEC, Act and rules, (LM and CP), laboratory, technical, revenue, new schemes (LM & CP), enforcement, technical & enforcement files - index register.
3.	Deputy Controller	1 (one)	Assist the Joint Controller in all the subject
4	Registrar	1 (one)	Attendance Register, casual leave, handing and taking over of charge, supervision of staff, nodal officer for A.G., Audit, reconciliation with A.G., notifications, memorandum, circular, training (ministerial staff), RTI (non-technical), file index (non-technical), non governmental organizations. She shall also perform the duties and functions of the Registrar in addition to her normal duties.
5	Superintendent	1 (one)	Vacant
6	Assistant	1 (one)	Vacant

	Superintendent		
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Sl.No.	Name	Assigned Subject.
1.	Shri. Bizo M. Kuotsu Addl. Controller & HoD	- AA, DDO, general administration, planning, budget, comptroller and auditor general, public accounts committee, work distribution, files not assigned (if any)
2.	Shri. Haikambe Deputy Controller	- PIO,CSS, NEC, Act and Rules,(LM & CP), laboratory, technical, revenue, new schemes (LM & CP), enforcement, technical & enforcement files-index register, tools & equipment, (LM), CP Act & Rules, printing of books, pamphlets, leaflets etc. related to consumer protection and consumer protection stores and stock register.
3.	Smti. Sashimenla Registrar for accountant technical),	- Attendance Register, casual leave, handing and taking over of charge, supervision of staff, nodal officer the accountant general, reconciliation with general, audit, notifications, nodal officer for public grievances, memorandum, circular, training (ministerial staff), RTI (non-technical), file index (non non-governmental organizations.
4.	Superintendent	- Vacant
5.	Asstt. Superintendent	- Vacant
6.	Smti. Nukshimenla, Steno maintenance Attached to Jt.Controller & HoD the	- Incharge of computer typings for sl.no-1, of computer and photostat machines, custodian of IN and OUT files and letters etc. till it is perused by Head of Department.
7.	Smti. Atezono, Steno Attached to Dy. Controller perused by	- Incharge of computer typings for sl.no. 02,03,04,05,10, maintenance of computer and photostat machine, custodian of IN and OUT files till it is the Deputy Controller.
8.	Smti. Talila, Typist	- (i) Accounts (ii) Cashier (incharge of all payments), (iii) Payment Register and payment records. (iv) Computer typings for account section (v) Travel expenses (Gazetted & Non-Gazetted)
9.	Smti. Lovungi, Typist	- Incharge of typings for sl. -11,12, 13, 22, maintenance of typing machines, incharge of tea and refreshment.
10.	Miss. Megovono, Inspector (HQ)	- India Govt. Mint, APIO (Directorate), information and technology nodal officer, information and public relation nodal officer, LM Act and Rules, training

- (technical), legislative assembly, republic day, independence day, administrative report, the Deptt., printings relating to LM.
- speeches of
11. Smti. Mhonbeni, U.D.A. - Disaster management, road show, local and municipal bodies and related subjects.
 12. Shri. Mezhulie, U.D.A - Land acquisition, land documents, immovable properties, allotment of quarters, house rent, house tax, land tax, works programme, motor vehicles, bus fare collection.
 13. Smti. Avita, U.D.A - General provident fund for (gazetted & non-gazetted) and group-'D', loan, water supply, electricity, solar energy, telephone.
 14. Miss. Temjenmenla, U.D.A. - Appointment (District staff), personal files (District), increment (District), promotion (District), monthly expenditure statement, for- Kohima, Dimapur, Wokha, Mokokchung, Tuensang, Mon, Zunheboto, Phek.
 15. Shri. Haopu Singson, U.D.A. - Appointment of State Commission president and members, appointment of district fora president and members, appointment of state commission and district members commission
district members commission
Consumer Protection
fora,
fora, awareness, reports, programmes, consumer welfare fund, voluntary consumer organizations, societies.
 16. Miss.Mengono, U.D.A. - Appointment of staff (Directorate and Technical), creation, increment, promotion, transfer, confirmation, leave, MACPS, pension, continuation of temporary posts, census, incumbency list, personal files (Directorate), service books (Directorate).
 17. Shri. Keyicaulang L.D.A.-Cum-C/Asstt - Inspectors reports → daily, weekly, monthly prosecution compounding of cases for Kohima, Dimapur, election, publicity and advertisement.
 18. Smt. Khriethono L.D.A.-Cum-C/Asstt - Group insurance, medical advance and re-imburement.
 19. Smti. Vikhono, L.D.A - (i) Registry (IN and OUT), (ii) Service stamp accounts. (iii) Custodian of letters and files till they are personally handed over to the Officer concerned or the Dealing Assistants.
 20. Miss. Drusila Kez L.D.A.-Cum-C/Asstt - Appointment of staff for NSCH (Consumer Helpline) office, personal files of NSCH staff, general correspondence, reports, meeting, conference, seminar etc related to NSCH, general stationery and expenses, consumer clubs, pay, allowances for office the the
President of the NSCDRC (state commission) and Presidents of the District Fora, allowances for

- the staff, honorarium for the Members of District
Fora - Kma, Dmr, Wokha, Mkg, Mon, Tsg, Zbto, Phek,
Peren, Longleng and Kiphire
21. Shri. Honwang L.D.A.-Cum-C/Asstt daily, compounding - New pension scheme (National Pension Scheme)for staff appointed on or after 01-01-2010, Reports – weekly, monthly, annual prosecutions and of cases for Wokha, Mokokchung, Tuensang, Mon, Zunheboto, Phek, Peren, Longleng, Kiphire.
 22. Shri. Kevilhoutuo Store Keeper - Incharge of store, stock register and store records, (general stationery).
 23. Shri. Phutoi Lab. Assistant Laboratory, - Incharge of entrance gate, to supervise and check the duties of gr-IV staff for the entrance gates, to assist the officer incharge of the Secondary Standard and also the Inspector (H.Q).
 24. Smti. Asangla, Duftry -(i) Registry (IN and OUT), (ii) Postal incharge
 25. Shri. Rukhielhoulie, Duftry - Attached to the Head of Department, incharge of Photostat machine in the HoD’s room.
 26. Shri. Pangyie, Peon - Attached to the Dy. Controller (except on Mondays he shall stand guard and manage the Main entrance gate of the office on Mondays to ensure that no visitors are allowed inside the office).
 27. Shri. Zhathose, Lab Attendant - He shall stand guard and manage the Main entrance gate of the office on Wednesdays, and to assist the officer incharge of the Secondary Standard Laboratory.
 28. Shri.Vizokholie, Peon - Attached to the Head of Department.
 29. Smti. Senalemla, Peon - Attached to the Registrar, and assist Smt. Lovungi for refreshment.
 30. Smti. Nisedeno, (Contingent) Lovungi - Attached to the Registrar, and assist Smt. for refreshment.
 31. Shri. Judha Bahadur, Handyman Account - Attached to Staff Bus, and also attached to Section,
 32. Shri. Menokholie, Peon - Attached to the Deputy Controller.
 33. Shri. Zeneikho, Sr. Driver - Attached to Staff Bus.
 34. Shri. Manshak Konyak, Driver - Attached to the Hon’ble Advisor, LMCP Deptt.
 35. Shri. Asazo Sanchu, Driver - Attached to the Hon’ble M.P (Lok Sabha)
 36. Shri. Sohojit Singha, Driver - Attached to the Head of Department.

37. Shri. Neithoboulie, Chowkidar - To take care of the deptt. assets, properties, entire compound, maintenance of cleanliness, unauthorised visitors etc.
38. Sweepers - Cleaning the office, and its surroundings and supervision of contingent sweepers.

N.B : (i) Letters relating to LM acts, and rules, technical, RTI accepted by the HoD shall be marked by the Deputy Controller, and send through the Inspector (HQ) for recording before being put up by the Dealing Assistant sl.no. 14, 21.

- (ii) Technical files of sl.no.14, 21, and information technology related matters, and RTI related files shall be directly put up to the Deputy Controller (PIO) through the Inspector (H.Q) (APIO).
- (iii) Files related to CP under sl.no. 15,20 shall be directly put up to the Deputy/AC (HQ).
- (iv) Files relating to RTI (non-technical) shall be routed through the Registrar before being put up to the Dy. Controller.
- (v) Files put up to the Registrar and above shall be entered in IN and OUT Registers (separately maintained for every table) to avoid misplacement of files.
- (vi) The officers and staff shall furnish timely information on matters of RTI pertaining to their subject to the Inspector (H.Q) (APIO) and the Dy. Controller (PIO), HoD & AA as and where/when necessary.
- (vii) The stenos, typists, and LDA-cum-Computer Assistants shall take proper care of the machines.
- (viii)The officers and the Dealing Assistants shall assist the serial no.1,2,3 in budget, accounts, audit and other related matters.
- (ix) All the LDA-cum-Computer-Assistants shall type and print out their own drafts.
- (x) Registry shall maintain registers for receipt and issue separately.
- (xi) Smt. Vikhono and Smt. Asangla shall look after the Registry.
- (xii) General stores records shall be maintained by the Store-Keeper.
- (xiii) Consumer Protection Stores Tools, equipments and standard instruments stores and records shall be maintained by the Deputy Controller who shall be assisted by the Inspector (HQ).
- (xiii) Norms and procedures of govt. file movement shall be strictly followed.

All the staff are directed to immediately take over the assigned duties, and submit reports to the Head of Department within the specified period.

MANUAL – III.

THE PROCEDURE FOLLOWED IN DECISION MAKING PROCESS INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY:

- **Specifically identify the major outputs/tangible results/services/goods as applicable that you are responsible for providing to the public.**

The Department follows the procedure contained in the Nagaland Secretariat Manual and Rules of Executive Business Manual in making decisions.

The Commissioner & Secretary is the Administrative Head of Department, all matters and administrative decision concerning the department are taken with his approval.

- **Identify the decision making chains in the form of a flow chart explaining the rank/grade of the public functionaries involved in decision making process and the specific stages in the decision making hierarchy.**

The stages through which procedure and decision are made for each proposal are shown in the format below:

Sl. No	Activity	Level of Action	Time frame
1	Establishment	Addl. Controller & HoD > Joint Controller > Deputy Controller > Registrar > Supdt > Asstt. Supdt. > UDA/LDA < Asstt. Supdt < Supdt. < Registrar < Deputy Controller < Jt. Controller and HoD	All papers received through the Addl. Controller & HoD and sent down to the level of the concerned D/Asstt. And these files are put up to the higher tables until it finally reach the last chair for decision
2	Budget	- do -	
3	Planning/Construction	- do -	
4	Motor Transport	- do -	
5	Technical	Addl. Controller & HoD > Joint Controller > Deputy Controller > Inspector < Deputy Controller < Joint Controller < Additional Controller & HoD	

- **Give in details the powers of each officers including the powers of supervision over subordinates involved in the chain of decision making.**

The concerned Dealing Assistants put up the puc explaining in brief about the contents of each papers upon which the next higher officers give suggestion of action to be taken supported by Govt. orders (if any) upon which the HoD takes final decision in the Directorate level related matters.

- **Changes in the chain of decision making or decentralization of decision making or adoption of an entirely new decision making process be explained. Process of decision making**

As mentioned above.

MANUAL – IV.

THE NORMS SET BY IT FOR DISCHARGE OF ITS FUNCTIONS:

- **Nature of functions/services offered.**

The Department of Legal Metrology & Consumer Protection is to enforce the Legal Metrology Act and Rules passed by the Parliament of India as well as by the Nagaland State Legislative Assembly, alongwith the allied Acts & Rules- namely, the Legal

Metrology Act, 2009, Rules, Packaged Commodities Rules, 2011, the Consumer Protection Act 1986 and Rules, 1987.

- **Norms/standards for functions/service delivery.**

Implementation of Acts and Rules and other activities and programmes under Legal Metrology & Consumer Protection are being carried out as per the norms, directives, guidelines and the standards set by the Ministry of Consumer Affairs, Government of India and the Government of Nagaland and under the Act/Rules.

- **Time-limits for achieving the targets.**

The enforcement officers conduct surprise checks in the market in order to stop the malpractices in trade and commerce and take legal action against the unscrupulous traders under the provisions of Act and Rules.

- **Reference document prescribing the norms.**

The Legal Metrology Act, 2009 – with effect from 1st April, 2011
The Legal Metrology General Rules, 2011
The Legal Metrology (Enforcement) Rules, 2011 – with effect from 1st April, 2011
The Legal Metrology (Packaged Commodities) Rules, 2011
The Consumer Protection Act, 1986
The Consumer Protection Rules 1987

MANUAL –V

THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS:

- **Title and nature of the record/manuals/instructions**

The Legal Metrology & Consumer Protection Department implements the Legal Metrology Act & Rules, and the Consumer Protection Act and Rules – in the interest of the consumers.

- **Gist of content**

After being notified by the Central Govt. vide No. S.O. 210(E) dated 31st Jan.'2011, the following Central Acts have been repealed.

- 1.6 The Standards of Weights & Measures Act, 1976
- 1.7 The Nagaland Standards of Weights & Measures (Enf) Act, 1985

its The Legal Metrology & Consumer Protection Department of Nagaland exercises function in conformity with the Central Act and Rules. And it is administering the following statutory Act and Rules for the consumers.

Sl.No	Name of Acts, and Rules.
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1	The Legal Metrology Act, 2009 (No.1 of 2010) with effect from 1 st April'2011
2	The Legal Metrology General Rules, 2011
3	The Nagaland Legal Metrology (Enf.)Rules, 2011, with effect from 1 st April'2011
4	The Legal Metrology (Packaged Commodities) Rules, 2011.
5	The Consumer Protection Act, 1986.
6	The Consumer Protection Rules, 1987.

MANUAL-VI .

A STATEMENT OF CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS:

Sl No	Name/Nature/Category of the documents	Name of documents	Procedure to obtain the documents	Held by/under control of.
1.	All the subjects	All the subjects	A.A	Additional Controller & HoD
2.	Establishment	Appointment, promotion, transfer posting, confirmation of service of Non-Gazetted staff, maintenance of personal files of Gazette & Non-Gazetted staff, General Administration, Medical Bill, Pension cases.	A.P.I.O (Non-technical)	Registrar
3.	Planning	Preparation of longterm and Annual Plan Documents	P.I.O	Joint Controller
4.	Budget/Account	Budget, Estimates, Accounts and expenditure	P.I.O	Joint Controller & DDO
5.	Motor Vehicles	Files and records relating to purchase, maintenance, and allotment of all vehicles .	P.I.O	Joint Controller
6.	Civil Works	Records relating to all construction works (minor and major).	P.I.O.	Deputy Controller
7.	Technical	Files & Records relating to technical, Laboratories, Equipments, Dealership/ License, Money Receipt, Statistics of the Deptt. Activities, Weekly, Monthly and consolidated Reports, Annual Achievements Reports, Inspection, Prosecution and Compounding etc.	P.I.O	Joint Controller
8.	Consumer Protection	Records relating to State Commission, and D.F, State & National Consumer Helpline, Consumer Clubs/Societies , Observation of	P.I.O	Joint Controller.

		World Consumer Rights Day & National Consumer Day.		
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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:

- **Relevant rules, circulars**

- **Arrangements for consultation with or representation by the members of the public in policy formulation/policy implementation**

"DOES NOT ARISE"

MANUAL-VIII

A STATEMENT OF THE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS ITS PART OR ETC:

- **Name of the Board, council, committee etc.**
 1. The Nagaland State Consumer Protection Council, Head quarter at Kohima, Nagaland.
 2. The District Consumer Protection Council, all District Headquarters in Nagaland.

- **Composition**

(State Council)

(i) The Hon'ble Minister	– Chairman
(ii) The Secretary, Deptt. of Legal Metrology & Consumer Protection	– Member Secretary

The 15 Members of the State Consumer Protection Council include Minister Department of LM & CP, one MLA to be nominated, President NVCO, Chairman, KMC, Nominee from Department of Consumer Affairs, (Govt. of India). Commissioner & Secretary, IPR, Nagaland, Principal Director, School Education, Nagaland, Director, Youth Resources & Sports, HoD of LM & CP Department, President, Kohima Chamber of Commerce, President Dimapur Chamber of Commerce, Director, Women Development, Nagaland, Chairperson Naga Mothers' Association.

- **Power & functions**
 - (i). To protect the interest and the rights of the consumers.
 - (ii). To protect the rights of the consumers to be informed about the quality, quantity, potency, purity, standard and price of goods so as to protect consumers against unfair

trade practices.

(iii). To protect the rights of the consumers to be assured that they get their choice of goods at competitive prices.

(iv). To protect the rights of the consumers to be heard and to be assured that consumer interest shall be reserved for consideration at appropriate Forum/Fora.

(v).To protect and redress the grievances of the consumers against exploitation.

(vi).To educate the consumer.

- **Whether their meetings are open to the public.**

No

- **Place where the minutes if open to the public are available?**

Decision to be taken by the concerned authority at the Government level.

MANUAL-IX

DIRECTORY OF OFFICERS.

Sl. No	Name of employee	Designation	Contact No.			Email ID (if any)	
			STD Code	Office	Fax		Mobile
1	Shri. Nikhashe Sema	Commissioner & Secretary	0370			9436012945	
2	Smti.Y.Akumla Walling	Joint Secretary	0370			9436061906	
3	Shri. Bizo M.Kuotsu	Addl. Controller & HoD	0370	2221609		9436005743	addlcontr.lmcp-ngl@gov.in
4	Shri. Haikambe	Joint Controller				9436400575 8413957112	haikambehaikam@g.mail.com
5	Shri. Meyimeren	Deputy Controller				8974418638	imeyiao@g.mail.com
6	Smti. I. Sashimenla	Registrar				9436604316	amenla longri@g.mail.com
7	Shri. Shiloh Kath	Assistant Controller				9862818488 9436066179	shiloh kath@g.mail.com
8	(i) Shri. Limatoshi	- do -				9862090231	limat jr@rediffmail.com
	(ii)Shri. Meyievilhou	- do -				7085684478	meyiezeliang@g.mail.com

9	Shri. T. Aimong	- do -				943620800 4	aimongsumao @ g.mail.com
10	Er. Ngangshimakok	- do -				943642857 9	ngangshijami r @ rediffmail.com
11	Shri. Chullen Chang	- do -				977437122 3	cullenchan @ g.mail.com
12	Shri. Relise	- do -				943640504 0	yrilisehong @ g mail.com
13	Shri. Takeeth	- do -				943660038 4	k.takeeth.imc hen @ g.mail. com
14	Shri. Shiekhozo	- do -				986297585 4	sheikhozo @g.mail.com

MANUAL -X
STAFF EMPLOYEES LEGAL METROLOGY & CONSUMER PROTECTION DEPARTMENT.(2017-18)

Sl. No	Name	Father's Name	Gen d-er (M/F)	Educational Qualification	Designation	Status (Regular/ Contract/ Adhoc/ Contingency)	Date of Birth	Date of entry into service/ first appointment	Date of appointment to present post	Place of Posting	Date of Retirement	Pay Band	Grade Pay	Gross Salary
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	Shri. Bizo M.Kuotsu	Kolezhu	M	B.Sc	Addl. Controller & HoD	Regular	23/08/1964	21-03-1984	24-04-2017	Directorate	31-03-2019	29500-55100	8700	123179
2	Shri. Haikambe	Kengimkulung	M	B.A	Joint Controller	- do -	18/05/1962	21-08-1984	30-08-2017	- do -	31-08-2019	15600-39100	7700	100970
3	Shri. I. Meyimeren	I. Impu Ao	M	B.A.	Dy. Controller	- do -	01/03/1960	02-01-1987	28-11-2017	- do -	28-02-2020	- do -	6600	102952
4	Smti. I.Sashimenla	Imkongtoshi	F	B.A	Registrar	- do -	13/03/1968	11-03-1986	22-06-2016	- do -	31-03-2021	- do -	5700	71651
5	Smti. Mhombeni	Chiporao Lotha	F	B.A	UDA	- do -	11/06/1974	05-04-2001	25-05-2013	- do -	30-04-2034	5200-20200	2800	40915
6	Shri. Mezbulie	Pfulhousa	M	P.U	UDA	- do -	18/04/1969	21-02-1990	25-05-2013	- do -	28-02-2025	- do -	2800	40689
7	Smti. Avita	Tokhuvi	F	B.A	UDA	- do -	12/12/1975	06-02-2004	01-03-2016	- do -	31-12-2035	- do -	2800	38429
8	Smti Temjenmenla	Tsuknung Ao	F	M.A	UDA	- do -	05/01/1985	01-11-2010	01-03-2016	- do -	31-01-2045	- do -	2800	34248
9	Shri Haopu Singson	Sona Singson	M	B.A	UDA	- do -	10/02/1982	01-04-2011	01-03-2016	- do -	28-02-2042	- do -	2800	34248
10	Shri Keyicaulang	Ikwerangbe	M	B.A	UDA	- do -	06/07/1983	01-04-2011	04-07-2017	- do -	31-07-2043	- do -	2800	33231
11	Smti. Mengono	Bizo M. Kuotsu	F	B.A (Hon)	UDA	- do -	10/03/1990	23-05-2013	01-03-2016	- do -	30-05-2048	- do -	2800	34248
12	Smti. Khriethono	Thepfusa	F	M.A	UDA	- do -	24/08/1980	01-12-2014	01-02-2017	- do -	31-08-2040	- do -	2000	20849
13	Smti. Vikhono	Vimetel	F	P.U	LDA	- do -	07/03/1985	01-09-2005	01-09-2005	- do -	31-08-2040	- do -	2000	26112

14	Smti Drusilla Kez	Kehoyi	F	M.A	LDA-C-C/Asstt.	- do -	29/11/19 87	15-10- 2011	15-11- 2011	- do -	31-10- 2046	- do -	2000	28485
15	Shri Honwang	Wangpoh	M	B.A	LDA-C-C/Asstt	- do -	23/06/19 87	01-04- 2016	01-04- 2016	- do -	30-06- 2047	- do -	2000	25321
16	Smt. Limapongla	Nungsangwa ti	F	B.Sc	LDA-C-C/Asstt	- do -	18/04/19 94	01-04- 2017	01-04- 2017	- do -	31-03- 2052	- do -	2000	24643
17	Smti. I.Talila Kichu	Limawati	F	B.A	Typist grade-I	- do -	24/09/19 67	14-04- 1987	01-05- 2011	- do -	30-04- 2022	9300- 34800	4400	48995
18	Smti. Lovungi	C N Lotha	F	Matric	Typist grade-II	- do -	13/10/19 69	01-09- 1988	01-06- 2015	- do -	30-09- 2023	5200- 20200	2800	40915
19	Smti. Nukshimenla	Imdongensa	F	P.U	Steno grade-II	- do -	11/02/19 70	02-04- 1990	01-02- 2016	- do -	30-04- 2025	9300- 34800	4200	59075
20	Smti. Atezono	Neiputshelie	F	P.U	Steno grade- III	- do -	17/09/19 79	01-09- 2000	01-09- 2000	- do -	31-08- 2035	5200- 20200	2800	43850
21	Smti. Megovono	Beizo M. Kuotsu	F	B.Sc (Hon)	Inspector	- do -	18/04/19 86	01-11- 2010	01-03- 2011	- do -	31-10- 2045	- do -	2800	40689
22	Shri. Kevilhoutuo	Lt.Mengulho u	M	Matric	Storekeeper	- do -	30/06/19 74	01-08- 2002	01-08- 2002	- do -	30-06- 2034	- do -	2000	34926
23	Shri. Phutoi	Atoshe Sema	M	P.U	Lab.Asstt.	Regular	12/11/19 77	02-02- 2004	02-02- 2004	Director ate	30-11- 2037	5200- 20200	1900	32510
24	Shri. Zeneikho	Lhoubeizolie	M	CI-7	Driver Gr-I	- do -	02/03/19 69	17-09- 1987	17-09- 1987	- do -	30-09- 2022	- do -	2600	50068
25	Shri. Rokophreto	Lhusuokhrie	M	CI-VIII	Driver	- do -	06/09/19 64	15-12- 1993	01-12- 2004	- do -	30-09- 2024	- do -	2400	41706
26	Shri Keningutuo	Kiyachuto	M	CI-V	Driver	- do -	17/01/19 83	01-07- 2012	01-07- 2012	- do -	31-07- 2043	- do -	1800	25095
27	Shri. Judha Bahadur Khatree	Harka Bahadur	M	CI-7	Handyman	- do -	15/01/19 63	06-06- 1987	06-06- 1987	- do -	30-06- 2022	5200- 20200	1900	39116
28	Shri. Asazo Sanchu	Duonielie	M	P.U	Driver	- do -	26/01/19 86	12-10- 2010	12-10- 2010	- do -	31-10- 2045	- do -	1800	25773
29	Smti. Asangla	Nathan	F	CI-10	Duftry	- do -	15/01/19 64	21-04- 1986	08-12- 2014	- do -	30-04- 2021	- do -	1900	35410
30	Shri. Monokholie	Kedovizo	M	Matric	Peon	- do -	16/10/19 90	01-11- 2016	01-11- 2016	- do -	31-10- 2050	4400- 17200	1300	19680
31	Shri. Zhathose	Thino	M	CI-8	Lab. Attendant	- do -	25/07/19 69	09-05- 1988	09-05- 1988	- do -	31-05- 2023	5200- 20200	1900	36169
32	Shri. Rukhielhoulie	Zevolhou	M	CI-6	Duftry	- do -	12/09/19 72	17-09- 2003	01-02- 2016	- do -	30-09- 2032	4400- 17200	1400	29059
33	Shri. Pangnyei	Choulong Phom	M	CI-9	Peon	Casual	10/01/19 74	17-06- 1997	17-06- 1997	- do -	30-06- 2032	2550-3200	1600	17764

34	Smti. Senalemla	Chayumeren	F	CI-10	Peon	- do -	11/05/1974	01-06-1996	01-06-1996	- do -	30-06-2031	4400-17200	1300	20810
35	Shri. Sohojit Singha	Sunarborn	M	CI-10	Driver	Regular	01/01/1980	01-03-2011	01-03-2011	- do -	28-02-2040	5200-20200	1800	25095
36	Shri. Atsaba Mongzar	Thresepi	M	CI-VIII	Driver	Fixed	06/08/1994	01-08-2017	01-08-2017	- do -	-	8000 (Fixed)	-	8000
37	Shri. Megoneikho	Setsolie	M	CI-VI	Driver	Fixed	10/06/1988	01-09-2017	01-09-2017	- do -	-	8000 (Fixed)	-	8000
38	Shri. Keviroko	Pelhoutuo	M	CI-IX	Driver	Fixed	08/05/1994	01-09-2017	01-09-2017	- do -	-	8000 (Fixed)	-	8000
39	Shri Vizokolie	Thenuokhrielie	M	CI-10	Peon	Casual	05/10/1978	01-09-2005	01-09-2005	- do -	31-10-2038	2550-3200	1600	18004
40	Shri. Neithoboulie	Lt.Zevolhou	M	CI-10	Chowkidar	Regular	03/05/1985	01-09-2005	01-09-2005	- do -	31-08-2040	4400-17200	1300	25095
41	Shri. Pukhato Ayemi	Zhevito Ayemi	M	P.U	Peon	- do -	23/12/1988	01-09-2010	01-09-2010	- do -	31-08-2045	- do -	1300	23861
42	Smti.Medozono	Zhalelie	F	Illiterate	Sweeper	- do -	27/07/1981	01-08-2011	01-08-2011	- do -	31-07-2041	4400-17200	1300	21375
43	Smti. Zapuvino	Kolalie	F	- do -	Sweeper	- do -	29/05/1980	01-09-2011	01-09-2011	- do -	31-05-2040	- do -	1300	22505
44	Smti. Zutoli	Inaho Sema	F	P.U	LDA	Casual	01/01/1970	30-01-2001	30-01-2001	ADC (J)	31-12-2029	3200-4900	1900	21361
45	Shri. Akato Sumi	Lhukeyi	M	CI-VII	Peon	Casual	30/09/1980	01-06-2000	01-06-2000	SC	31-05-2035	800-1475	143	11049
46	Smt. Neishedenu	Kikhweho	F	CI-V	C/ Peon	Contingent	06/06/1980	01-06-2000	01-06-2000	Directorate	-	3450 (Fixed)	-	3450
47	Smt. Anguno Kelevino	Neichutolie	F	CI-III	C/Sweeper	- do -	06/06/1980	01-05-1999	01-05-1999	- do -	-	3450 (Fixed)	-	3450
48	Smti. Zakievono	Neiko	F	CI-I	C/Sweeper	- do -	06/09/1980	01-08-2011	01-08-2011	- do -	-	3450 (Fixed)	-	3450
49	Smt. Zevotono	Vilazo	F	CI-III	C/Sweeper	- do -	24/11/1979	01-11-2008	01-11-2008	- do -	-	3450 (Fixed)	-	3450
50	Shri. Lungham	Longna Konyak	M	CI-IX	C/Peon	Contingent	06/02/1992	01-09-2012	01-09-2012	Directorate	-	3450 (Fixed)	-	3450
51	Smt. Bano Mhalo	Tepfulhoukho	F	Illiterate	C/Sweeper	Contingent	10/03/1981	01-06-2010	01-06-2010	- do -	-	3450 (Fixed)	-	3450
52	Shri. Thefukiezo	Lhoukedo	M	CI-III	Chowkidar	- do -	02/02/1977	02-01-2012	02-01-2012	- do -	28-02-2037	4400-17200	1300	23183
53	Shri. Limatoshi Jamir	Tsudongsungba	M	B.Sc	Asstt. Controller	Regular	10/7/1966	26-11-1993	05-12-2010	Dimapur	31-07-2026	15600-35100	5700	90522
54	Shri. Meyievilhou	Kulamyng	M	PU	Asstt.	Regular	24/12/19	05-12-	05-12-	- do -	31-12-	15600-	5700	91840

					Controller		68	1989	2010		2024	39100		
55	Shri. G.Tokihe Sumi	Ghokhevi	M	Matric	H/A	- do -	11/09/1962	05-05-1987	10-10-2017	- do -	30-05-2022	5200-20200	4200	48825
56	Shri. G.Martin Sumi	Ghokiye	M	B.Com	Inspector	- do -	01/05/1977	04-10-2002	30-01-2014	- do -	30-04-2037	- do -	2800	38429
57	Er. Mharhoni Murry	Zubenthung	F	M.Tech	Inspector	- do -	21-01-1991	01-02-2016	01-2-2016	- do -	31-01-2051	- do -	2800	35265
58	Smti. Vetsopele	Zuturu	F	Matric	UDA	- do -	23/03/1969	01-06-1991	04-11-2013	- do -	01-09-2026	5200-20200	2600	42595
59	Shri. Inovi Swu	Kakihu	M	B.A	LDA-C-C/Asstt	- do -	13/06/1984	27-05-2013	27-05-2013	- do -	30-06-2044	- do -	1900	27129
60	Smti. Siyale Seb.	Inatha	F	PU	LDA	- do -	01/11/1968	01-11-1991	08-11-2017	- do -	31-10-2026	- do -	2000	42836
61	Shri. Dzuvilhou Khano	Krulhoupra	M	B.Sc	LDA-C-C/Asstt	- do -	04/08/1981	01-06-2014	01-06-2014	- do -	31-08-2041	- do -	2000	23513
62	Smt. Zuchobeni	Thungchabe mo	F	B.A.	LDA-C-C/Asstt	Adhoc	19/01/1995	20-11-2017	20-11-2017	- do -	30-11-2052	- do -	1900	22835
63	Shri. Kughakhu	Tuyi	M	CI-X	Driver	Temporary	26/04/1992	07-03-2018	07-03-2018	- do -	30-04-2052	- do -	1800	21705
64	Shri. M.Banger Jamir	Merentemjen	M	B.A	Lab. Attendant	- do -	16/05/1977	01-11-1998	01-11-1998	- do -	30-11-2033	4400-17200	1800	32440
65	Shri. Nchumbemo Ngullie	Ntsenthung	M	CI-10	Lab. Attendant	- do -	03/08/1980	02-04-2000	02-04-2000	- do -	31-04-2035	- do -	1800	30330
66	Shri. Samuel Kajan Seb	G.T.Kajan	M	P.U.	Lab. Attendant	- do -	01/07/1980	30-07-2009	30-07-2009	- do -	30-07-2040	- do -	1400	25330
67	Shri. Ghuvishé Kenny	Vishiho	M	CI-IX	Lab. Attendant	- do -	12/12/1991	01-11-2014	01-11-2014	- do -	30-11-2052	- do -	1400	19558
68	Smti. Ponainla	Imkonglepzu k	F	HSSLC	Peon	- do -	03/1/1987	10-11-2010	10-11-2010	- do -	30-11-2045	- do -	1300	21485
69	Smti. Vimhazono	Kolezhu	F	CI-X	Peon	- do -	19/06/1979	01-06-2012	01-06-2012	- do -	31-06-2039	- do -	1300	21140
70	Shri. Moatemjen	Tiayanger	M	CI-IX	Chowkidar	Regular	07/04/1991	05-11-2014	05-11-2014	- do -	31-11-2049	- do -	1300	21140
71	Smti. Abigail	Khyuchamo	F	P.U	Sweeper	- do -	04/03/1983	09-08-2016	09-08-2016	- do -	31-08-2043	- do -	1300	19445
72	Shri. Ilungcung	Namhelung	M	CI-VIII	Driver	Fixed	01/06/1994	01-09-2017	01-09-2017	- do -	30-09-2052	8000 (Fixed)	-	8000
73	Shri Shiloh Kath	Sunthang Kath	M	M.A.	Asstt. Controller	Regular	06/06/1969	26-11-1993	19-03-2012	Kohima	30-11-2028	15600-39100	5700	90522
74	Shri. Mezo. Motonyu. Kuotsu	Bizo. M Kuotsu	M	B.Sc (Hon)	Inspector	- do -	05/10/1992	04-03-2014	22-05-2014	- do -	31-03-2049	5200-202000	2800	38429

75	Smti. Tenodele	Swuthuhe	F	CI-X	Typist Gr-II	- do -	08/12/19 64	30-06- 1991	01-06- 2015	- do -	30-06- 2024	9300- 34800	4200	45774
76	Smti. Ruokuoneinuo Rubica	Khrielie Chadi	F	M.Com	LDA-C-C-Asstt.	Casual	03/05/19 82	05-09- 2011	05-09- 2011	- do -	31-05- 2042	5200- 202000	1900	23513
77	Shri. Kedokholie Kipu	Kuolalie Kipu	M	B.A	LDA-C-C-Asstt.	- do -	06/04/19 91	01-06- 2017	01-06- 2017	- do -	30-06- 2051	- do -	1900	27129
78	Shri. Puleho	Pore	M	CI-X	Lab. Asstt.	Regular	08/11/19 68	01-03- 1993	01-03- 1993	- do -	28-02- 2028	- do -	1900	36169
79	Shri. Aketo	Chekiye Zhimo	M	CI-VI	Driver	Regular	02/03/19 70	01-04- 2001	01-04- 2001	Kohima	31-03- 2030	5200- 202000	2400	32615
80	Shri. Mhasiselie	Ruulesie	M	Matric	Sr. Lab.Asstt.	- do -	10/03/19 75	09-11- 1992	01-11- 2010	- do -	30-11- 2027	- do -	2400	39333
81	Shri. Ronald	Balie	M	P.U	Peon	- do -	26/01/19 89	01-04- 2013	01-04- 2013	- do -	31-03- 2048	4400- 17200	1300	21705
82	Smt. Thejakhrieno Zashumo	Thefusa Zashumo	F	P.U	Sweeper	- do -	01/06/19 87	01-06- 2012	01-06- 2012	- do -	31-05- 2047	- do -	1300	21140
83	Shri.Ngangshima kok	Akangwati	M	M.Tech	Asstt. Controller	Regular	29/10/19 78	28-05- 2009	19-05- 2017	Mkg	31-10- 2038	15600- 39100	5700	67583
84	Shri. Noksangyuba Pongen	Bendangwati Ao	M	B.E	Inspector	- do -	15/10/19 79	01-04- 2016	01-04- 2016	- do -	31-10- 2039	5200- 20200	2800	35265
85	Shri. Temjenlemba	Toshikaba	M	PU	Inspector	- do -	07/08/19 74	16-11- 1998	01-08- 2009	- do -	30-11- 2033	- do -	2800	37299
86	Smti. Nungsanglila L.Tzur	T. Wati Jamir	F	PU	H A	- do -	16/10/19 64	29-11- 1983	14-10- 2013	- do -	30-11- 2018	9300- 34800	4200	54927
87	Shri. Lanunungsang	Lijemangba	M	Matric	Sr. Lab. Asstt.	- do -	10/08/19 67	11-05- 1984	01-05- 2017	- do -	30-04- 2019	5200- 20200	2400	42949
88	Shri. Sashineken	Zulunungsang Ao	M	- do -	Sr.Driver	- do -	26/06/19 69	30-08- 1986	01-06- 1997	- do -	31-08- 2021	- do -	2400	46904
89	Shri. Limasunep	Imkongtoshi	M	B.A	LDA-C-C-Asstt.	Casual	30/01/19 90	01-09- 2017	01-09- 2017	- do -	31-01- 2040	- do -	1900	27129
90	Shri. Tialiba Ao	Akangtoshi	M	Matric	Lab. Attendant	Regular	22/06/19 70	15-02- 2002	15-09- 2012	- do -	30-06- 2030	- do -	1800	25720
91	Shri. Jakjemtemjen	Toshikaba	M	U.Matric	Watchman	- do -	24/06/19 61	01-05- 1984	01-05- 1984	- do -	30-04- 2019	- do -	1800	28648
92	Shri. Toshiwapang	Tsukjemsung ba Ao	M	- do -	Peon	- do -	21/10/19 70	01-06- 1995	01/06/19 95	- do -	31-05- 2030	- do -	1800	29385
93	Shri. T. Meren Ao	Chubatongzu	M	B.A	U.D.A.	- do -	04/03/19 83	02-11- 2010	30-10- 2017	- do -	31-03- 2043	- do -	2600	30632

		k												
94	Shri. Pasanger	Chubawati	M	Matric	Lab. Attendant	- do -	02/07/1990	08-07-2010	06-07-2010	- do -	31-07-2045	- do -	1400	19416
95	Shri Rongsensangba	Tongpangnungba	M	U/ Matric	Peon	- do -	09-06-1987	22-07-2016	22-07-2016	- do -	30-06-2047	- do -	1300	16338
96	Smti. Wataro	Akangkoba	F	CI-VIII	C/Sweeper	Contingent	11/07/1978	01-07-2013	01-07-2013	- do -	31-07-2039	3450 (Fixed)	-	3450
97	Shri. Benjungyanger	Ngangshitoshi	M	- do -	C/Peon D/F, Mkg	Contingent	24/12/1992	01-06-2014	01-06-2014	- do -	31-05-2049	3450 (Fixed)	-	3450
98	Shri. Shiekhozo	Vechupa Rhakho	M	M.A	Asstt. Controller	Regular	06/05/1975	12-12-2003	11-05-2017	Phek	31-05-2035	15600-39100	5700	67298
99	Smti. Khriesonuo	Lt.. Puhulie	F	B.A	U.D.A.	- do -	14/06/1978	01-05-2008	01-02-2016	- do -	30-06-2038	5200-20200	2600	34361
100	Smti. Neikesono	Lt. Neiputshelie	F	B.Com	LDA	- do -	05/08/1979	27-04-2004	27-04-2004	- do -	28-04-2039	- do -	1900	26338
101	Smti. Neivotsonuo	Lt. Vetsubu Rose	F	CI-X	Typist	- do -	12/05/1967	11-06-1987	11-06-1987	- do -	30-06-2022	- do -	1900	44305
102	Shri. Lhuvitso Khrievotsolie	Vezo	F	B.A	LDA-C-C/Asstt	- do -	08/12/1987	01-12-2012	01-12-2012	- do -	31-12-2047	- do -	1900	26903
103	Smti. Vekulu Dozo	Veta Dozo	F	M.A	LDA-C-C/Asstt	- do -	07/04/1983	01-08-2013	01-08-2013	- do -	30-04-2043	- do -	1900	23513
104	Shri Thuyeseyi	Ranyi Vero	M	CI-XII	Lab. Attendant	- do -	11/10/1992	01-09-2012	01-09-2012	- do -	30-09-2047	- do -	1400	20123
105	Shri. Zaveta	Lt. Vekhruhu Tunyi	M	M.A	Peon	- do -	25/05/1988	14-05-2007	15-05-2007	- do	30-05-2042	4400-17200	1300	25208
106	Shri. Kuseta	Huveneyi Kezo	M	CI-XII	Chowkidar	Regular	15/05/1983	25-05-2005	25-05-2005	- do -	31-05-2040	4400-17200	1300	25886
107	Smti. Huvoshelu	Vetare	F	CI-X	Sweeper	- do -	01/03/1979	26-03-1998	26-03-1998	- do -	31-03-2033	- do -	1300	19445
108	Shri T. Aimong	H.Thangsoi	M	M.A	A.C.	- do -	06/08/1985	27-05-2009	10-04-2018	Wokha	31-04-2044	15600-39100	5700	65660
109	Smti. Abeni Jami	Nkhao Lotha	F	B.A	Inspector	- do -	05/06/1981	04-04-2005	04-04-2005	- do -	30-04-2040	5200-20200	2800	45774
110	Smti. Hantilo Kez	Haitso	M	P.U.	LDA	- do -	30/08/1983	01-09-2004	01-09-2004	- do -	01-09-2039	5200-20200	1900	32214
111	Shri. Mhasi-u Zashumo	Thepfusa Dominic	M	M.A	LDA-C-C/Asstt	- do -	13/03/1987	01-06-2014	01-06-2014	- do -	31-03-2047	- do -	1900	24191
112	Smt. S. Nyanbeni Ngullie	Shanbemo Ngullie	F	B.A.	LDA-C-C/Asstt	Contract	01/12/1988	24-11-2016	24-11-2016	- do -	01-12-2048	- do -	1900	19847
113	Smti. Konbeni	Tachow	F	CI-X	Typist	Regular	15/12/19	20-10-	20-10-	- do -	31-10-	- do -	1900	40350

3	Lotha						75	1993	1993		2028			
11 4	Shri. Supenthung Ngullie	Mhontsen Ngullie	M	CI-IX	Sr. Driver	- do -	1/04/197 7	04-07- 2001	04-07- 2001	- do -	31-07- 2036	- do -	1800	35039
11 5	Smt. Mhabeni Jami	Chungichan	F	M.A.	Lab. Asstt.	Contract	20/09/19 88	01-08- 2017	01-08- 2017	- do -	30-09- 2048	- do -	1900	19274
11 6	Shri. Lipithung Lotha	Mhonshan Ngullie	M	CI-X	Lab. Attendant	Regular	14/06/19 80	01-03- 2001	01-03- 2001	- do -	31-03- 2036	4400- 17200	1400	29850
11 7	Smti. Phyobeni Ngullie	Nrio	F	CI-IX	Peon	Regular	20/05/19 71	01-12- 1998	01-12- 1998	- do -	31-05- 2031	- do -	1300	29850
11 8	Shri. Chenithung R. Lotha	Ramongo Lotha	M	CI-VII	Peon	- do -	23/12/19 95	01-05- 2017	01-05- 2017	- do -	30-04- 2050	- do -	1300	20245
11 9	Smti. Lerini	Yancho Odyou	F	CI-VI	Peon	Casual	07/01/19 79	01-06- 2010	01-06- 2010	- do -	31-01- 2039	- do -	1300	15865
12 0	Smti. Rhanbeni	Yakdamo Lotha	F	- do -	Sweeper	Regular	12/11/19 62	01-12- 1998	01-12- 1998	- do -	30-11- 2022	- do -	1300	29850
12 1	Shri.T. Nribemo	Tsuremo Lotha	M	CI-X	Chowkidar	- do -	20/02/19 76	01-07- 2003	01-07- 2003	- do -	28-02- 2036	- do -	1300	29059
12 2	Shri. K. Takeeth Imchen	Kumli Imchen	M	B.Sc	Asstt. Controller	Regular	18/06/19 67	09-04- 1990	05-12- 2010	Zbto	30-04- 2025	15600- 39100	5700	10182 2
12 3	Shri. Khevishe Z. Zhimomi	Zhekheto	M	B.A.	Inspector	- do -	28/08/19 77	08-06- 2004	08-06- 2004	- do -	30-06- 2037	5200- 20200	2800	47130
12 4	Smti. I. Aholi Chishi	Ivexu Sema	F	Matric	L.D.A.	- do -	01/12/19 63	14-04- 1987	14-04- 1987	- do -	30-04- 2022	- do -	2600	47243
12 5	Shri. Ghokheho	Vihuto Zhimomi	M	Matric	L.D.A.	- do -	25/11/19 76	01-03- 2004	01-03- 2004	- do -	30-11- 2036	- do -	1900	33118
12 6	Shri. V.Tokishe Zhimomi	Vihuto Zhimomi	M	CI-VIII	Sr. Lab. Asstt.	- do -	02/01/19 69	09-07- 1988	09-07- 1988	- do -	31-07- 2023	- do -	2400	39333
12 7	Smti. Kaholi Zhimo	Vihuto Zhimomi	F	Matric	Typist	- do -	03/11/19 72	18-08- 1990	18-08- 1990	- do -	30-08- 2025	- do -	2000	42836
12 8	Smti. Nagaholi	Ikato Jimo	F	- do -	Lab. Attendant	- do -	05/02/19 86	03-08- 2009	03-08- 2009	- do -	31-08- 2044	4400- 17200	1400	24530
12 9	Shri. Mughavi Sema	Vihoi Sema	M	CI-X	Driver	- do -	24/12/19 77	01-03- 2007	01-03- 2007	- do -	31-12- 2037	5200- 20200	1800	28937
13 0	Shri. Khekato Sema	Hovikhe Sema	M	Matric	Chowkidar	- do -	20/01/19 71	29-06- 1990	29-06- 1990	- do -	31-06- 2025	4400- 17200	1400	34587
13 1	Smti. Sheholi Sumi	Vihuto Zhimomi	F	Matric	Peon	- do -	01/11/19 85	01-12- 2004	01-12- 2004	- do -	31-12- 2039	- do -	1300	25886
13 2	Smti. Khesheli Sema	Suzhevi	F	Matric	Sweeper	Casual	01/05/19 65	01-10- 1994	01-10- 1994	- do -	31-05- 2025	- do -	1300	19445
13 3	Smti. Kanili	Hoishepu	F	Matric	Peon (DF)	Casual	22/12/19 78	15-09- 2011	15-09- 2011	- do -	31-12- 2030	- do -	1300	16411

134	Shri. Hokivi Yeptho	Zheneto	M	CI-VII	Lab. Attendant	Regular	02/06/1990	22-02-2014	22-02-2014	Zbto	28-02-2049	4400-17200	1400	19558
135	Shri. Botoho Zhimomi	Atovi Zhimomi	M	Matric	Manual Asstt.	- do -	08/12/1986	01-05-2015	01-05-2015	- do -	31-12-2046	- do -	1400	19558
136	Shri. Y. Relise Sangtam	Yangtsase	M	B.A.	Asstt. Controller	Regular	10/06/1972	16-04-1990	05-12-2010	Mon	30-04-2025	5600-39100	5700	78205
137	Shri. Nganyei Konyak	Thara Konyak	M	B.Tech	Inspector	- do -	26/06/1992	03-02-2016	03-02-2016	Mon	28-02-2051	5200-20200	2800	35265
138	Shri. Mankho Konyak	Khongwang	M	BA.LLB	Inspector	Contract	16/05/1990	01-08-2017	01-08-2017	- do -	31-05-2050	5200-20200	2800	28213
139	Smti. L. Zemyong Konyak	Leipa Konyak	F	B.A.	LDA-C-C-Asstt	Regular	3/1/1993	24-2-2016	24-2-2016	- do -	28-02-2051	- do -	1900	24191
140	Smt. Asenla Jamir	Lt.Nungshiwaba	F	B.A.	LDA-C-C-Asstt	Casual	06/12-1983	18-05-2018	18-05-2018	- do -	30-05-2053	- do -	1900	19274
141	Shri. Wapangmeren	Imdongensa	M	B.Com	LDA-C-C/Asstt	Regular	30/11/1978	09-07-2013	09-07-2013	- do -	30-07-2038	- do -	1900	27129
142	Smti.Tekanaro	Waintangba	F	U/Matric	Typist Gr-II	- do -	5/10/1965	01-08-1986	01-08-1986	- do -	31-08-2021	- do -	2000	43836
143	Shri. N.Chingkai Konyak	Nganpho	M	Matric	Lab. Attendant	- do -	20/7/1984	27-02-2004	27-02-2004	- do -	31-07-2039	4400-17200	1400	29729
144	Shri.T. Ngamwang Konyak	Tingtong	M	PU	Lab. Attendant	Contract	13/3/1993	01-09-2015	01-09-2015	- do -	31-08-2050	- do -	1400	15987
145	Shri. Naiwang	Khonwang Konyak	M	CI-VIII	Lab. Attendant	Contingent	07/08/1997	01-09-2016	01-09-2016	- do -	31-08-2051	3450 (Fixed)	-	3450
146	Shri. S. Amei	Shejing	M	U/Matric	Chowkidar	Regular	14/2/1967	01-05-1989	01-05-1989	- do -	30-04-2024	- do -	1400	36178
147	Shri. B.Theppen	Buang Phom	M	U/Matric	Driver Gr-I	- do -	11/11/1974	01-12-1995	02-08-2005	- do -	31-12-2030	5200-20200	2400	41706
148	Shri. Ngamlang	Yanik	M	U/Matric	Peon	- do -	05/9/1980	30-09-2003	30-09-2003	- do -	31-05-2038	4400-17200	1400	27468
149	Shri. Manshak Konyak	Khongpupe Konyak	M	CI-VIII	Driver	- do -	18-10-1989	01-08-2016	01-08-2016	- do -	21-10-2049	5200-20200	1800	22383
150	Smti. Toihon	Holem	F	U/Matric	Sweeper	- do -	20/2/1991	14-08-2015	14-08-2015	- do -	31-08-2050	4400-17200	1300	15465
151	Shri. Y. Angmung Konyak	Lt. Yongang Konyak	M	PU	Lab. Asstt.	- do -	19/09/1984	12-07-2017	12-07-2017	- do -	31-07-2052	5200-20200	1900	27129
152	Shri. C. Chullen Chang	N. Chingmak Chang	M	M.A	Asstt. Controller	Regular	29/11/1980	28-05-2009	06-04-2018	Tsg	31-05-2040	15600-39100	5700	65662
153	Shri. Yemjong Chang	Bemsosikum Chang	M	B.Tech	Inspector	- do -	22/12/1991	01-02-2016	1-02-2016	- do -	31-01-2051	5200-20200	2800	34248

154	Smti. Nosano	Kronizo Yoho	F	PU	U.D.A.	- do -	01-01-1969	03-06-1991	06-11-2017	- do -	30-06-2026	9300-34800	4200	48825
155	Shri Khekato	K. Viketo Zhimomi	M	Matric	UDA	- do -	12/03/1976	05-05-2005	01-02-2016	- do -	30-06-2025	5200-20200	2600	35378
156	Smti. Merentola	Sangtenchiba	F	Matric	Typist	- do -	10/05/1965	03-04-1987	01-06-2015	- do -	31-04-2022	- do -	2600	44079
157	Shri. Sakutemjen	Tsuknungchiba	M	CI-VIII	Driver	- do -	26/11/1979	01-03-2011	01-03-2011	- do -	30-11-2039	- do -	1800	32785
158	Shri. Pewlimew	Leshithong	M	PU	LDA-C-C/Asstt	Contract	05/03/1987	20-12-2013	20-12-2013	- do -	31-03-2047	- do -	1900	19274
159	Shri .Shojiba	Ruchang	M	U/ Matric	Driver	Contract	26/10/1990	27-05-2013	27-05-2013	- do -	31-05-2048	5200-20200	1800	19025
160	Shri. Ako Chang	Mosha Chullen	M	- do -	Chowkidar	Regular	26/06/1968	07-05-1986	07-05-1986	- do -	31-05-2021	- do -	1800	32785
161	Shri.Temjenmongba	Mangyang Jamir	M	PU	Lab. Attendant	- do -	10/07/1975	30-06-2003	30-06-2003	- do -	31-07-2035	- do -	1800	29737
162	Shri. Tomukem	Tsinthang	M	PU	Lab. Attendant	Regular	08/03/1977	03-11-1997	03-11-1997	Tsg	30-11-2032	4400-17200	1400	29530
163	Smt . Chungki Chang	Chomong Chang	F		Peon	- do -	02/02/1984	01-06-2014	01-06-2014	- do -	28-02-2044	- do -	1300	19445
164	Shri. Thamjong	Langkuh	M		Driver	Fixed	15/02/1992	23-08-2017	23-08-2017	- do -	28-02-2052	8000 (Fixed)	-	8000
165	Shri. M.Tanyei Phom	Sandole	F	CI-VIII	Chowkidar(Longleng)	- do -	02/02/1989	01-06-2016	01-06-2016	- do -	31-01-2048	3450 (Fixed)	-	3450
166	Shri. Ongli Chang	Joseph	M	Matric	Peon (DF, Tsg)	- do -	24/11/1991	11-06-2014	11-06-2014	- do -	30-06-2049	3450 (Fixed)	-	3450
167	Smti. Cheshemla	Omo Achang	F	CI-X	C/Sweeper	- do -	28-08-1974	01-11-2007	01-11-2007	- do -	-	3450 (Fixed)	-	3450
168	Shri. Kerekucipeung	Hegeuliabe	M	CI-X	C/Peon-cum-Chowkidar (Peren)	- do -	01/03/1994	01-12-2013	01-12-2013	- do -	-	3450 (Fixed)	-	3450
STATE COMMISSION & DISTRICT FORA														
169	Justice (Rtd) B.D. Agarwal	Nawrang Rai Agarwal	M	BA. LLB	President Nagaland SCDRC	5 yrs term	17/6/1952	12-01-2015	12-01-2015	NSCDRC	30-06-2019	1,44,800	-	1,44,800
170	Smti. Moakala	Ozukum	F	P.U	Steno	- do -	23/07/1986	01-09-2011	01-09-2011	- do -	-	7000 (Fixed)	-	7000
171	Smti. Nikhrevino	Niketei	F	B.A	LDA-C-C/Asstt	- do -	10/04/1985	01-04-2015	01-04-2015	- do -	-	6000 (Fixed)	-	6000
172	Shri. Ruguozelie	Lhoutsuvi	M	B.A	Registrar (Acting)	- do -	19/12/1982	01-09-2011	01-09-2011	- do -	-	20000 (Fixed)	-	20000

17 3	Shri. Akato	Lhokeyi	M	U/Matric	Peon NCDRC	Contract	30/10/19 80	01-06- 2000	01-06- 2000	- do -	-	800-1475	-	11049
17 4	Shri.Md. Lanchand Ali		M	- do -	Driver	Fixed		01-04- 2016	01-04- 2016	- do -	-	6000 (Fixed)	-	6000
17 5	Smt. Sasthi Das		F	- do -	P/P	Fixed		01-04- 2016	01-04- 2016	- do -	-	3450 (Fixed)	-	3450
17 6	Smti. Khreiketouno	Tsuzu	F	Matric	Sweeper	- do -	25/02/19 92	28-11- 2011	28-11- 2011	- do -	-	3450 (Fixed)	-	3450
17 7	Shri. Tepumeho	Dozen	M	U/Matric	Chowkidar	- do -	13/3/198 0	01-09- 2011	01-09- 2011	- do -	-	3450 (Fixed)	-	3450

CONSUMER HELPLINE

17 8	Shri. Kezhokhoto Savi	Hovinol	M	BA.LLB	Manager	Fixed	27/7/196 8	01-01- 2012	01-01- 2012	NSCH	-	10000 (Fixed)	-	10000
17 9	Smt. Virano	Vikho	F	B.A	Web Manager	- do -	19/11/19 82	01-06- 2012	01-06- 2012	- do -	-	8000 (Fixed)	-	8000
18 0	Smt. Thejanguno Yalie	M. Yalie	F	BA.LLB	Counsellor	- do -	26/09/19 85	01-06- 2012	01-06- 2012	- do -	-	8000 (Fixed)	-	8000
18 1	Smt. Rokoseno Chuse	Puzose-o	F	B.A	Office Asstt.	- do -	14/05/19 85	01-06- 2012	01-06- 2012	- do -	-	6000 (Fixed)	-	6000

DISTRICT FORA MEMBERS

18 2	Shri. Phushika Awomi	Vipuh Sema	M	BA	Member	Honorari um	11/05/19 76	25-04- 2013	25-04- 2013	NSCDRC Kohima	Five yrs term	20,000	-	20,000
18 3	Smt. Eyingbeni Shitiri	Azamo Shitiri	F	BA. LLB	Member	Honorari um	20/11/19 84	13-09- 2016	13-09- 2016	NSCDRC Kohima	- do -	20,000	-	20,000
18 4	Smt. Mhaleno Zashumo	Neilalhou Zashumo	F	MA	Member	Honorari um	25/01/19 78	17-05- 2016	17-05- 2016	DCDRF Kohima	- do -	10,000	-	10,000
18 5	Shri. Khriezenyü Chielie	Vilakuo Chelie	M	BA	Member	Honorari um	31/10/19 71	19-05- 2017	19-05- 2017	DCDRF Kohima	- do -	10,000	-	10,000
18 6	Shri. N. Y. Temjen	Ngangshijem ba	M	BA. LLB	Member	Honorari um	01/06/19 61	10-07- 2017	10-07- 2017	DCDRF Dimapur	- do -	10,000	-	10,000
18 7	Smt. Iutoli Achumi		F		Member	Honorari um		10-07- 2017	10-07- 2017	DCDRF Dimapur	- do -	10,000	-	10,000
18 8	Shri. Yanvungthung	N.M. Ngullie	M	BA. LLB	Member	Honorari um	02/04/19	19-05-	19-05-	DCDRF Wokha	- do -	10,000	-	10,000

	Ngullie						70	2017	2017					
189	Smt. Narsen Kikon	Nyimpemo Kikon	F	BA	Member	Honorarium	28/11/1973	19-05-2017	19-05-2017	DCDRF Wokha	- do -	10,000	-	10,000
190	Shri. Ngangshikokba Longkumer	Nangpongzulu	M	BA	Member	Honorarium	15/01/1981	19-05-2017	19-05-2017	DCDRF Mkg	- do -	10,000	-	10,000
191	Smt. Moamongla	Rev. Longba	F	BA	Member	Honorarium	15/01/1964	19-05-2017	19-05-2017	DCDRF Mkg	- do -	10,000	-	10,000
192	Shri. Neitsolie Janary	Tsingle Janary	M	BA	Member	Honorarium	18-01-1974	19-05-2017	19-05-2017	DCDRF Phek	Five yrs term	10,000	-	10,000
193	Smt. Lolenmenla	Tinumayang	F	MA	Member	Honorarium	26-11-1975	19-05-2017	19-05-2017	DCDRF Phek	- do -	10,000	-	10,000
194	Shri. Akato Yepthomi	Khetovi Yepthomi	M	BA	Member	Honorarium	08/07/1964	10-07-2017	10-07-2017	DCDRF Zbto	- do -	10,000	-	10,000
195	Smt. Tovini Yepthomi	Kuputo Sema	F	B.Th. B.Div	Member	Honorarium	21/12/1970	10-07-2017	10-07-2017	DCDRF Zbto	- do -	10,000	-	10,000
196	Shri. Manshah Konyak	Yingpong Konyak	M	BA	Member	Honorarium	15/03/1956	26-08-2015	26-08-2015	DCDRF Mon	- do -	10,000	-	10,000
197	Smt. N. Mannon	P. Naowang	F	BA.LLB	Member	Honorarium	22/06/1984	02-09-2015	26-08-2015	DCDRF Mon	- do -	10,000	-	10,000
198	Shri. M. Rukkiomong Yimchunger	H. Mukhe Yimchunger	M	PU	Member	Honorarium	10/03/1972	26-08-2015	26-08-2015	DCDRF Tsg	- do -	10,000	-	10,000
199	Smt. K. Alila Chang	Along Chang	F	BA	Member	Honorarium	24-08-1981	10-07-2017	10-07-2017	DCDRF Tsg	- do -	10,000	-	10,000
200	Shri. Pungbachung Meru	Kikang Meru	M	BA.LLB	Member	Honorarium	21/01/1979	26-08-2015	26-08-2015	DCDRF Peren	- do -	10,000	-	10,000
201	Smt. Apeuna Iheilung	Epelung Lungalang	F	BA.LLB	Member	Honorarium	24/02/1958	26-08-2015	26-08-2015	DCDRF Peren	- do -	10,000	-	10,000
202	Shri. Immanukshi Phom	Linyak Phom	M	B.Th	Member	Honorarium	18/09/19	10-07-	10-07-	DCDRF Longlen	- do -	10,000	-	10,000

							71	2017	2017	g				
20 3	Smt. P. Yangertula Phom	Bangko	F	BA	Member	Honorari um	03/09/19 83	10-07- 2017	10-07- 2017	D C D R F L o n g l e n g	- do -	10,000	-	10,000
20 4	Smt. Yanhola Yimchunger	Mothrong Yimchunger	F	BA	Member	Honorari um	22/06/19 79	26-08- 2015	26-08- 2015	D C D R F K i p h i r e	- do -	10,000	-	10,000
20 5	Shri. Lirimong Sangtam	Tokhyang Sangtam	M	BA	Member	Honorari um	29/08/19 81	10-07- 2017	26-08- 2015	D C D R F K i p h i r e	- do -	10,000	-	10,000

Manual – XI

Sl.No	Year	Head of account	BE	RE	Actual Expenditure
		3475-O.G.E. S. 106- Regulation of LMCP			
1	2014-15 Non- Plan Plan CSS	- do - - do - - do -	584.38 - 20.00	645.58 - 20.00	645.58 - 20.00
2	2015-16 Non- Plan Plan CSS	- do - - do - - do - - do -	662.74 130.00 378.00	757.48 130.00 378.00	757.48 130.00 378.00
3	2016-17 Non- Plan Plan CSS	- do - - do - - do -	739.42 100.00 -	804.02 100.00 -	804.02 100.00 -
4	2017-18 Non- Plan Plan CSS	- do - - do - - do -	869.69 100.00 60.54	869.69 100.00 60.54	869.69 100.00 60.54

Manual –XII

The manner of execution of subsidy Programme, including the amounts allocated and the details of beneficiaries of such programmes.

- **Name of the programme or activity**

The Legal Metrology & Consumer Protection Department organized World Consumer Rights Day celebration on 15-03-2018 in all the District Headquarters in collaboration with the consumer organizations.

- **Objective of the programme**

To sensitize the general public to know their rights in their daily life.

- **Procedure to avail benefits**

-

- **Duration of the programme/scheme**

-

- **Physical & financial targets of the programme**

-
- **Nature/scale of subsidy/amount allotted**

-

- **Eligibility criteria for grant of subsidy**

-

- **Details of beneficiaries of subsidy programme (Number, profile, etc)**

MANUAL – XIII

THE PARTICULARS OF RECEIPT OF CONCESSIONS, PERMITS OR AUTHORIZATIONS GRANTED BY IT .

- **Concessions, permits or authorizations granted by Public Authority.**

- (i) Dealership Licence fee ` . 100/- Validity 1 (one) year
- (ii) Repair Licence fee ` . 100/- Validity 1 (one) year
- (iii) Packers Licence fee ` . 500/- Validity 1 (one) year

Permits granted by the Public Authority are the dealership licence, repairers licence, packers registration licence.

- **For each concessions, permit or authorization granted.**

Fee is being realized form each of the licence granted as prescribed under the Legal Metrology (Enf) Rules, 2011.

Fees realized as licence fee during the period 2017-18.

(a) 13 (Thirteen) nos. of manufacturers/packers licence	- Rs.	6,500
(b) 3 (Three) nos. of Repairers of weights & measures and weighing and measuring instruments licence	- Rs.	300
(c) 33 (Thirty three) nos. of dealership licence	- Rs.	3,300
(d) Verification of weights & measures and weighing and measuring instruments fee	- Rs.	17,53,390
(e) There were 165 nos. of compounding of cases from which fees realized was	- Rs.	2,67,800

- **Eligibility criteria.**

Criteria and the conditions as laid down in the Legal Metrology Act and Rules.

- **Procedure for getting the concession/grant and or permits or authorizations.**

The traders who want to obtain such permits/licence shall submit application through the local Legal Metrology Officer, and upon receipt of which the officer shall inspect the traders premises. If the local Legal Metrology officer satisfies himself that the applicant fulfills all the criteria then he shall forward the application with recommendation to the Controller for consideration of grant the permit or Licence.

- **Date of award of concessions/permits or authorizations.**

Date of awarding such permits and licences is effected from the 1st January every year validating for a period of one year and i.e. Renewable for every calendar year.

MANUAL – XIV

The details in respect of the information, available to or held by it , reduced in an electronic form

- **Details of information available in electronic form .**

Sl. No	Name	Title of the document/record	Location where available	Other information
1	2	3	4	5
1	The Legal Metrology & Consumer Protection Department, Nagaland, Kohima	Information relating to Legal Metrology & Consumer Protection Department	Information available in Website and also records in the Department	-

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.

- **Name & location of the facility.**

Office of the Controller of Legal Metrology & Consumer Protection Department, Nagaland, Kohima.

- **Details of information made available.**

Appellate Authority, Public Information Officer, and Asstt. Public Information Officers had been designated by the Government Notification. Therefore, any kind of information relating to the department can obtained on any working day from -

1. P.I.O.
2. Office Records.
3. Printed Acts and Rules.
4. Notice board.
5. Website.
6. Local Newspapers
7. Advertisements.

- **Working hours of the facility.**

Office timings :

Summer - 9:30 a.m. to 4:30 p.m
Winter - 9:00 a.m. to 4:00 p.m.

- **Contact person & contact details.**

Manual – VI, IX, & XVI

MANUAL – XVI

THE NAMES, DESIGNATION AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS.

- **Name and designation of the Public Information Officer, Assistant Public Information Officer & Appellate authority**

DIRECTORATE :-

Appellate Authority

: Shri. Bizo M. Kuotsu, Additional Controller & HoD
STD Code 0370 – 2221609 (O) 9346005743 (M)
e-mail: addlcontr.lmcp-ngl@gov.in

Public Information Officer

: (i) Shri. Haikambe, Joint Controller PIO-I
(ii) Shri. Meyimeren, Deputy Controller PIO-II

Assistant Public Information Officers

: (i) Smt. Sashimenla, Registrar & APIO
(Establishment, Account, others)
(ii) Ms. Megovono, Senior Inspector & APIO (Technical)
Legal Metrology.

- **Address, telephone numbers and email id of each designated officials**

DISTRICT OFFICES:

ASSISTANT PUBLIC INFORMATION OFFICERS.

Sl. No	Name	Designation	Phone	Place of Posting	Email id
1	Shri. Shiloh Kath	Asstt. Controller	9862818488 9436066179	Kohima	shiloh kath @ g.mail.com
2	(i) Shri. Limatoshi	- do -	9862090231	Dimapur	limat jr @ rediffmail. com
	(ii) Shri. Meyievilho	- do -	7085684478		meyiezeliang @ g.mail.com
3	Shri. T. Aimong	- do -	9436208004	Wokha	aimongsumao @ g.mail.com
4	Er. Ngangshimakok	- do -	9436428579	Mokokchung	ngangshijamir @ rediffmail.com
5	Shri. Chullen Chang	- do -	9774371223	Tuensang	cullenchan @ g.mail.com
6	Shri. Relise	- do -	9436405040	Mon	yrilsethong @ g. mail.com
7	Shri. Takeeth	- do -	9436600384	Zunheboto	k.takeeth.imche n @ g mail.com
8	Shri. Shiekhozo	- do-	9862975854	Phek	shiekhozo @ g.mail.com

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SUCH OTHER INFORMATION MAY BE PRESCRIBED.

- **Citizen’s charter of the public authority.**

The Legal Metrology & Consumer Protection Department has no objection and ready to accept any type of information relating to the activities of the department.

- **Grievance redressal mechanism.**

The public authority redresses the grievances and furnish information to any person who seeks information from this Department.

- **Details of application received and responses given under RTI Act, 2005.**

Details of application received and responses furnished under RTI Act, 2005 by the Legal Metrology & Consumer Protection during 2017-2018. (enclosed).

- **Lists of completed schemes/projects/programme.**

District Forum Office buildings have been constructed at Zunheboto and Tuensang under CSS during 2017-18, and payment made to the Contractor.

- **List of all contract/projects/programme underway.**

(i) Construction of 1 (one) Working Standard Laboratory at Mon

(ii) Construction of 1 (one) District Forum Office at Mon

Details of all contract entered into including name of the contractor, amount of contract and period of completion of contract.

Sl. No	Name of Contractor	Construction of building	Place of construction	Amount Rs	Period of completion	Remarks
1	2	3	4	5	6	7
1	M/s Phoenix Construction and Consultant Govt. Redg No.NPW/CI-I/959, Kohima, Nagaland	Construction of Working Standard Laboratory at Mon	Mon	50.00 lakh	15 months	Under construction
2	M/s Shangpoh Konyak, Govt. Regd NPW/CI-I/961	District Forum Office building at Mon	Mon	60.00 lakh	18 months	Starting shortly

- **Date of last updation of the proactive Disclosure**

From 01-04-2017 to 31-03-2018.

Right to Information Applications received in the Legal Metrology & Consumer Protection Department during 2016-2017.

Sl. No	Issue No & Date	Subject	Submitted to :-
1	CLMCP/RTI(ENF)01/2013 (Pt-I)/109-110	Right to Information Act, 2005-reg	Shri. Narender Singh Verma Tulip, B-803 Valley of Flowers.

	dt. 14-04-2016		
2	CLMCP/RTI(ENF)01/2013 (Pt-I)/162-69 dt. 22-04-2016	Right to Information Act, 2005-reg	Shri. B.K. Gupta, S/o Lt. Shri. Om Prakash Gupa 5-445/2, School Block Shakarpur Delhi - 110092
3	CLMCP/RTI(ENF)01/2013 (Pt-I)/162-69 dt. 22-04-2016	- do -	Dy. Secy. Govt. of Nagaland, Deptt. of Legal Metrology & Consumer Protection, Kohima. Address to : Name Longri Ao Camp: Kohima. Mobile No. 9436004162 (Failed to collect)
4	CLMCP/RTI(ENF)36/2016/400 dated 23-05-2016	- do -	Dy. Secy. to the Govt. of Nagaland, Deptt. of LMCP, Kohima.
5	CLMCP/RTI(ENF)-2/2016/09-10 dt. 28-04-2016	Information under RTI Act, 2005	Shri Rohit Thukral 14262, Street No. 2 A Ganesha Nagar, Bathinda 15100
6	CLMCP/RTI(ENF)-2/2016/11-12 dt. 28-04-2016	- do -	Shri Amit Parashar, Shankuntalam North of Hanuman Mandir, Sainik Colony, Gala Road, Danpur Patna - 801503
7	CLMCP/RTI(ENF)-2/2016/375 dt. 17-05-2016	RTI, 2005 on copy of LM (Enf) Rules 2011 passed on State Legislature	Dy. Secy. Govt. of Nagaland, Deptt. of LMCP, Kohima for Mr. Lokender Shekhaut.
8	CLMCP/RTI(Estt) Pt-II/398 dt. 23-05-2016	RTI on post vacancies & employees to retire during 2016-2017	Shri Kikruhetuo Kense Phone No. 8119023175 (Asked the person to collect but failed to collect)
9	CLMCP/RTI(ENF)-2/2016/1718 dt. 25-05-2016	Information in RTI, 2005	Shri B.K. Gupta, S/o Lt. Om Prakash Gupta S-445/2, School Block Shakarpur, Delhi -110092.
10	CLMCP/RTI(ENF)-2/2016/20-21 dt. 15-06-2016	- do -	Shri Rohit Jhukhal, 14262 Street No. 2 A Ganesha Nagar, Bathinder 151001.
11	CLMCP/RTI(ENF)-2/2016/22-23 dt. 15-06-2016	- do -	Shri B.K. Gupta, S/o Lt. Om Prakash Gupta S-445/2, School Block Shakarpur, Delhi -110092.
12	Directly replied to Shri. L.D. Agarwal, N Alipore with info copy to Jt. Director & HoD, IT & C Deptt. under No.CLMCP/RTI (ENF)-36/2016/940-41 dt. 02-09-2016	Right to Information Act, 2005-reg	Received from the Joint Director & HoD, Information & Technology & Communication Deptt. Nagaland, Kohima on transfer (LD Agarwal, 50-C Block "C", Gound Floor New Alipore, Kolkata -700053

13	CLMCP/RTI(ENF)-2/2016/26-27 dt. 03-08-2016	Information on RTI Act 2005	Shri. Amit Parashar Shakuntalam, North of Hanuman Mandir, Sainik Colony, Gala Road, Danpur, Patna -801503
14	No.CLM/RTI(Estt)-1/2013 (Pt-II)/845 dt. 22-08-2016	Seeking information under S. 6 of RTI Act 2005	NPSC Aspirants Phone : 8258026811
15	No.CLM/RTI(Estt)-1/2013 (Pt-II)/741 dt. 22-09-2016	Transfer of Application under Sec 6 (3) of RTI Act, 2005	Shri. Joel Naga Co-Chairman, ACAUT, Nagaland.
16	No.CLMCP/Estt-	- do -	Shri. Imtiyapang Secy Education

	48/85/1012 dt. 21-10-2016		- NSF
17	No.CLMCP/RTI (ENF)-2/2016/42 dt. 12-12-2016	Supply of information under RTI Act, 2005	Shri. Ashu Gupta Flat No. 49, GH-29, Sector -5 MDC Panchkula – Haryana, Phone: 9815407000
18	No.CLMCP/RTI (ENF)-2/2016/1483 dt. 27-01-2017	Information sought under the RTI Act, 2005	Ramesh S. Manwani 302 Owner's Ind'l Estate, 505 Gabriel Road, Mahun (W), Mumbai – 400016.

Right to Information Applications received in the Legal Metrology & Consumer Protection Department during 2017-2018.

Sl. No	Issue No & Date	Subject	Submitted to :-
1	No.CLMCP/RTI (ENF)-36/2016/1321-23 dt. 12-20-2017	Transfer of application under RTI Act 2005, for Schemes under NLCPR, NEC and CSS Scheme/Projects received by the State of Nagaland during 2016-17 & 2017-18	Shri. Medochútuó Angami 8014510751 (M)
2	CMLCP/RTI(ENF)-36/2016/44-46 dated 12-02-2018	Right to Information Act 2005-reg	Dr. Rakesh Joshi, CPIO & Deputy Director (LM)
3	CLMCP/RTI/Estt-1/2013/ Pt-II/6 dated 04-04-2018	Information under RTI Act 2005	Albert Peri/Meshenlo Convenor/Co-Convenor Combined Technical Association of Nagaland (CTAN)