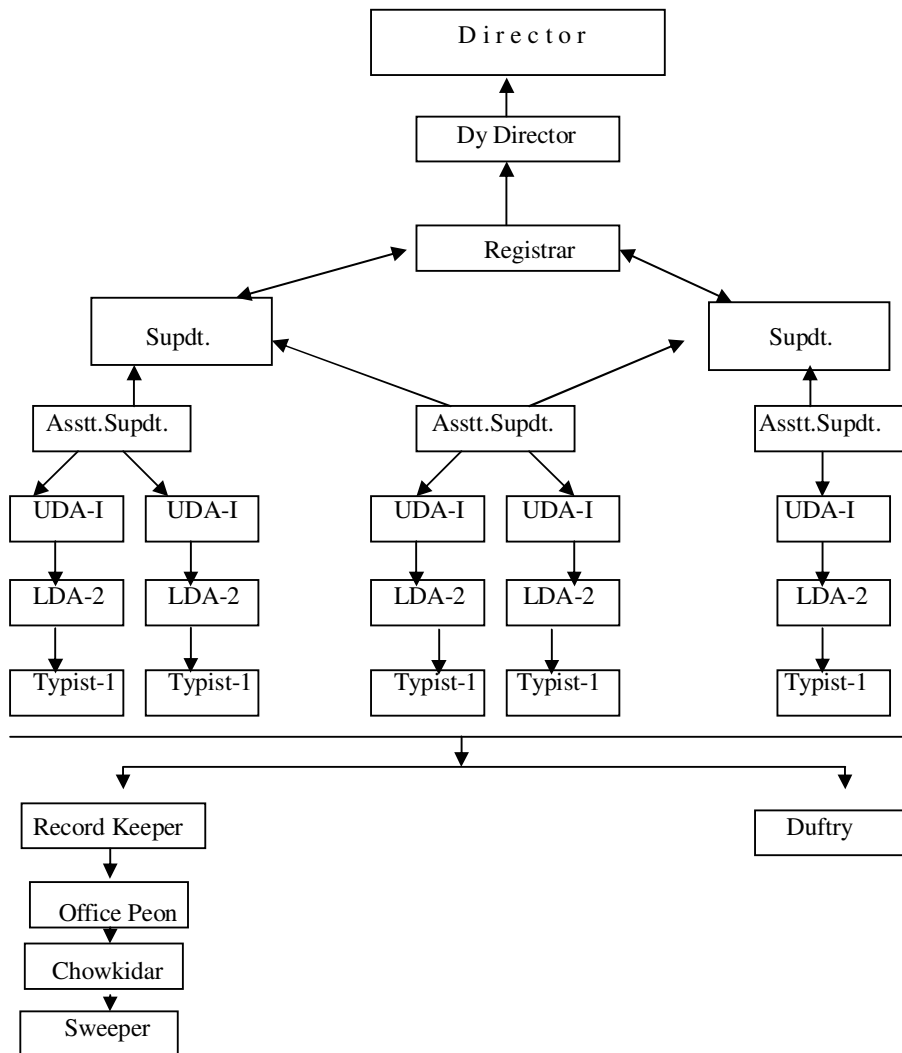


Introduction:

The Directorate of Nagaland State Lotteries under the department of Finance, Government of Nagaland, was established in 1972 with the main objective to generate revenue for the State by organizing, conducting and marketing through the Sole Selling Agents duly appointed in accordance with the Nagaland State Lotteries (Regulation) Rules with amendment from time to time in conformity with the provisions laid down by the Government of India Lotteries (Regulation) Act, 1998.

(I) The organizational structure of the Directorate of State Lotteries is shown below as on 31/03/2010.



The present strength of the staff of the Directorate of Nagaland State Lotteries is given below:-

- | | | | |
|--------------------|-----|------------|-----|
| 1. Director | - 1 | 8. Steno | - 2 |
| 2. Deputy Director | - 1 | 9. Typist | - 5 |
| 3. Registrar | - 1 | 10. Duftry | - 1 |

4. Suptd.	- 2	11. Record Keeper	- 1
5. Asstt. Supdt	- 3	12. Driver	- 3
6. UDAs	- 5	13. Office Peon	- 8
7. LDAs	- 10	14. Sweeper	- 2
		15. Chowkidar	- 2

The Directorate of State Lotteries comprises of the following branches.

- (i) Establishment.
- (ii) Budget and monitoring.
- (iii) General cash/Bill branch.
- (iv) Commercial Cash branch.
- (v) Distribution of Prize Money.
- (vi) Commercial Accounts (Paper/Online).
- (vii) Lottery schemes (Paper/Online)
- (viii) Conducting of lotteries (Paper/Online).
- (ix) Maintenance of commercial complex office building
- (x) Compilation of lottery results.
- (xi) Appointment of Sole Selling Agent and correspondence.
- (xii) Stationery branch.
- (xiii) Revenue branch/ Daily Sales Accounts.

Functions and duties:

The basic role of this Directorate is to conduct/monitor the different lottery draws which is held on weekly basis. The Directorate maintains draw records and makes placement of orders for lottery tickets from security printers outside the State. Keeping proper records of printing, tickets (sold/unsold), processing and releasing of prize money, prize claim/unclaimed, monitoring Government revenue, etc. are the major activities of the Directorate.

The Directorate of Nagaland State Lotteries also formulates the various types of lottery schemes, collects revenue out of the conduct of lotteries. Monthly revenue receipt deposited into the govt. head of account through treasury challan and submits monthly/quarterly report of revenue receipts/expenditure to the Govt.

(II) The powers and duties of the Officers and employees:

The department is headed by a Director from NCS Cadre. He exercises control and supervision over all the branches of the directorate and exercise powers on behalf of the Government under various acts being administered by the department. He is also the Appellate Authority of the department under the RTI Act. He is assisted by one Deputy Director (Public Information Officer), one Registrar and officers in the rank of Superintendent and Assistant Superintendent's who process matters for decision making and disposal of references in subject matters relating to the department under the Rules of Executive business. The Powers and duties of the Officers are shown below:-

- | | |
|--------------------|---|
| a) Director | : Overall in charge. |
| b) Deputy Director | : Work pertaining to all matters |
| c) Registrar | : In charge of establishment |
| d) Supdt. | : Matter relating to Commercial & Administration. |
| e) Asstt. Supdt | : Deals with Establishment. |
| f) Asstt. Supdt | : Deals with Paper Lottery, Accounts, Audit etc. |
| g) Asstt. Supdt | : Deals with Online Lottery. |

(III) The procedures followed in the decision making process including channel of supervision and accountability:

On receipt of any document, the Director after examination endorses to the concerned Officers who in turn mark the document down to the concerned dealing assistants to process and put up. The Dealing Assistants process the case in the relevant file and sent back to the

Asstt.Suptds./Supdt/ Registrar/ Deputy Director. The Director reviews the files and takes the final decision. The flow of the process is also shown above in the chart.

(IV) The norms set by it for the discharge of its functions:

The Directorate controls and regulates various types of lottery schemes and conduct of lottery draws from morning 8:30 a.m. till the last draw at 10:10 p.m. even on Sundays and general holidays in a calendar year working 365 days. The officers and staff spend most of the time on lottery affairs to regulate the lotteries in consultation with the Sole Selling Agents appointed by the Government, and disburse prize money to the prize winners. It ensures that the States lotteries are conducted in compliance of the Lotteries (Regulation) Act 1998 and the rules framed thereunder. It also takes action on various court cases relating to lotteries, and seeks to generate revenue for the Government revenue in an efficient manner through conducting of lotteries.

(V) The Rules Regulations, instructions and records held by it or under its control or used by its employees for discharging of its functions:

- The Lotteries (Regulation) Act,1998.
- The Nagaland Lottery Rules 2007.
- The Lotteries (Regulation) Rules 2010.

(VI) A statement of the categories of documents that are held it or under its control:

The department maintains files and documents that can be classified 'secret', 'confidential' and 'routine'. They are kept in the custody of the various branches as per internal work allocation.

(VII) The Particulars of 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: No such specific arrangement at present.

(VIII) A statement of the boards, councils, 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 meetings of those boards, councils, committee and other bodies are open to the public or the minutes of such meetings are accessible for public: Department Promotion Committee constituted as per the Government guidelines/instructions, including the Departmental Promotion Committee. The minutes of their proceedings are not open to the public. However, they are accessible to the Public on an application filed under the provisions of the RTI,2005.

(IX) A directory of its officers and employees are given below:-

<i>Sl. No.</i>	<i>Name of the Officer's</i>	<i>Designation</i>	<i>Place of posing</i>	<i>Telephone Number</i>
1	2	3	4	5
1	Shri A.Wopen Lotha	Director	Posted from Nagaland Civil Service Cadre	9436009492 (M) 0370-2229982 (O)
2	Shri K.Tohovi Sema	Deputy Director	Directorate of State Lotteries, Kohima	9436247123 (M) 0370-2241305 (O)
3	Smt. Kevizakieu Anagami	Registrardo.....	9436601251 (M)
4	Shri M.Eyilo Kikon	Superintendentdo.....	9612163163 (M)
5	Shri Rosiepa Nyuthe	Superintendentdo.....	9856150363 (M)

6	Smt.Jonchobeni Kikon	Asstt. Supdt.do.....	9856793316 (M)
7	Shri Ezanbemo Lotha	Asstt. Supdt.do.....	0370-2229980 (O)
8	Shri Chopathung Kikon	Asstt. Supdt.do.....	9436400059 (M)

(X) The monthly remuneration received by each officers and employees including the system of compensation as provided in its regulations as on 31/03/2010.

Sl. No	Name of the Employees	Name of the Post/Designation	Group of post (A/B/C/D)	Scale of Pay	Basic Pay	Gross total
1	2	3	4	5	6	7
1	Shri A.Wopen Lotha	Director	A	14300-400-18300/- P.M	15900	42554
2	Shri K.Tohovi Sema	Dy. Director	A	10000-325-15200/- P.M	12600	33742
3	Smt. Kevizakieu Angami	Registrar	A	8500-275-11800-300-14200/- P.M	9600	25732
4	Shri M.Eyilo Kikon	Supdt.	A	8000-275-13500/- P.M	8275	21574
5	Shri Rosiepa Nyuthe	Supdt.	A do	8000	21460
6	Smt.Jonchobeni Kikon	Asstt.Supdt.	B	6000-175-7750-200-9750	7225	18850
7	Shri Ezanbemo Lotha	Asstt.Supdt.	B	4500-125-7000/- P.M	7225	19392
8	Shri Chopathung Kikon	Asstt.Supdt.	B do	6525	17522
9	Shri. M. Wapang Jamir	U.D.A	C do	6000	16120
10	Smt. Emilo Ovung do	C do	5750	15022
11	Shri W.Libemo do	C do	5750	15454
12	Smt. Lily Ovung do	C do	5750	15454
13	Smt. Neimelie Mhasi do	C do	5625	15120
14	Shri. E. Konthungo Odyuo	L.D.A	C do	5625	15120
15	Shri. Neilakuolie do	C do	5625	15120
16	Shri Rendinunbga do	C do	5625	15120
17	Smti. Asenla Lolen do	C do	5625	15120
18	Shri Bendangnukshi do	C do	5625	15120
19	Shri Philipalemba Jamir do	C	3200-85-4900/- P.M	4815	12957
20	Shri A. Imna Pongener do	C do	4900	13384
21	Miss Asenla Imty do	C do	4815	12957
22	Smti. Pemrawon do	C do	4135	11141
23	Miss Rhokusha Nyuthe do	C do	3285	8871
24	Shri Apemo Tungoe	Steno Gr.II	C	5000-150-8000/- P.M	5000	13450
25	Smti. Yangertola Amlari	Steno Gr.III	C	4125-100-4725-125-6475/- P.M	4725	12716
26	Smt. K.Ayangla Aonok	Typist Gr-II	C	3200-85-4900/- P.M	4815	12958
27	Smt. Neizelieu	Typist Gr-III	C	3050-75-3950-80-4590/-P.M	4590	12355
28	Smt. Motsulo do	C do	4590	12355
29	Smt. Talimenla do	C do	3875	10448
30	Shri Shanjanthung Ezung do	C do	3350	9046
31	Shri Limasashi Ao	Driver Gr-I	C	4000-100-6000/- P.M	5200	13984
32	Shri Brikha Bahadur Gurung do	C do	5000	13450
33	Shri Beizo Angami do	C do	4100	11048
34	Shri Imkongsowa Jamir	Duftry	D	2750-70-3800-75-4400/- P.M	4250	11518
35	Smt. Mhonsali	Peon	D do	3875	10517
36	Shri Yiremo Lotha do	D do	3875	10517
37	Smt. Nzano Merry do	D do	3660	9943
38	Shri Lhovotsolie Angami do	D do	3660	9913

39	Shri Zhekiye Sema do	D	2610-60-3150-65-3540/- P.M	3475	9419
40	Shri Kahoi Sema do	D do	3345	9042
41	Smt. Sechonuo do	D	2550-55-2660-60-3200/- P.M	2660	7213
42	Smt. T. Ayangla Ao	Chowkidar	D do	2900	7854
43	Smt. Arali Kikon	Sweeper	D	2750-70-3800-75-4400/- P.M	3875	10487
44	Shri Zevihuo Solo	Fixed Pay R.K.	Rs.1350/-		
45	Smti. Banuo Angami	Fixed Pay Sweeper	Rs.1350/-		
46	Shri Kevikhrielie	Fixed Pay Peon	Rs.1350/-		
47	Shri Rabenthung	Fxd. Pay Night Chowkidar	Rs.1350/-		

(XI) The budget allocation to each of its agency indicating particulars of all plans, proposals expenditure and reports on disbursements made: The department does not have any Plan allocation except Non-Plan expenditures as per the details reflected in the Demand for Grants of every financial year.

Final Expenditure figures for the Year '2009-2010' in respect of Demand No. **17 - NAGALAND STATE LOTTERIES.**

(XII) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes: Not applicable to this directorate.

(XIII) Particulars of recipients of concessions permits or authorities granted by it: The department issues sales permits for sale of Nagaland State Lotteries to dealers who possess shop licenses from the respective Town Councils.

(XIV) Details in respect of the information available or held by it reduced in an electronic form: Details of Rules and Act orders and Notifications issued documents relating to the annual Budget etc. may be obtained from the website <http://finngl.nic.in/>. This is the official website of Finance Department. The Directorate of Nagaland State Lotteries does not

Head of Account Strictly as per the Printed Demand for Grand for 2009-10.	B.E	R.E	Final expenditure during 2009-2010		
			Non-Plan Expd.	Total Saving (-) Excess (+)	Reasons for saving/excess expenditure.
1	2	3	4	5	6
<u>Revenue Section.</u>					
Major Head: '2075' Minor Head: M.G.S 103-State Lotteries					
1. Salaries	84.91	90.75	85,59,928	5,15,072(-)	The post of 1(one) Asstt. Director, 1 (one) Sr. A.O. & 3(three) posts of L.D.A. could not be filled up during 2009-10. Hence an amount of Rs.5.15 lakhs is being surrendered under salaries.
2. Wages	0.88	0.88	88,671	671(-)	
3. Travel Expenses	5.00	5.00	4,99,821	179(-)	
4. Office Expenses	6.00	7.00	6,99,975	25(-)	
5. Motor Vehicles	4.00	10.80	10,79,683	317(-)	
6. Rent, Rates & Taxes	4.00	4.00	3,99,761	239(-)	
7. Miscellaneous			
8. Mach. & Equipment	0.40	0.40	40,000		
9. Adv., Sales & Publicity	10.42	14.92	14,91,993	7(-)	<i>Manual RTI (Directorate of State Lotteries)</i>
	115.61	133.75	1,28,59,832	5,15,168(-)	

have a separate website at present.

(XV) The particulars of facilities available to citizens for obtaining information including the working hours of a library as reading room, if maintained for Public use:

There is no library in the directorate. Information may be obtained from the concerned officers during office hours.

(XVI) The names, designation and particulars of the Public Information Officers: The names and designated are given below.

- | | | |
|-------|-------------------------|--|
| (i) | Shri A.Wopen Lotha | Appellate Authority
Director
Contact No.9436009492 (M)
0370-222882 (O) |
| (ii) | Shri K.Tohovi Sema, | Deputy Director
Public Information Officer (PIO)
Contact No.9436247123(M)
0370-2241305(O) |
| (ii) | Shri Rosiepa Nyuthe, | Superintendent
Assistant Public Information Officer (APIO)
Contact No.9856150363. |
| (iii) | Smti. Jonchobeni Kikon, | Assistant Superintendent
Assistant Public Information Officer (APIO)
Contact No.9856793316. |