

RTI DISCLOSURE updated on 07-07-2010
NAGALAND INFORMATION COMMISSION
UNDER SECTION 4 OF THE RIGHT TO INFORMATION
ACT, 2005.

A) Background of Nagaland

Nagaland, part of Assam and Northeast frontier Agency (NEFA) in 1847, became the 16 State of India and was inaugurated on December 1, 1963. Special constitutional provision is provided under Article 371(A) of the Indian Constitution to safeguard the culture, traditions and way of life of the Nagas. One of the smaller hill states of India, Nagaland is known for its myriad tribes with their rich culture and traditions.

Nagaland is one of the ‘seven sisters’ of the Northeast. The state is bounded by Assam in the west, Myanmar in the east, Manipur in the South, and Arunachal Pradesh and part of Assam on the North. The state has an area of 16,579 sq. km. The state is predominantly rural with 82.26% of the population living in villages, generally situated on high hilltops.

B) Statistic of Nagaland

Total Population (2001) :	19,88,636
Urban Population	17.74%
Annual Population Growth Rate	64.41%
Infant Mortality Rate (per 1000 live births)	6.86%
Literacy Rate	61.11% (71.77% Male/61.92% Female)
Sex Ratio	909 F : 1000 M
Surface Area (km 2)	16,579
State Boundaries	East-Myanmar (Burma) and Arunachal Pradesh West- Assam North- Assam and Arunachal Pradesh South- Manipur
State Capital	Kohima (1444.12 mtrs above sea level)
Administration Divisions	11 districts (Kohima, Mokokchung, Tuensang, Dimapur, Wokha, Phek,,Peren, Longleng, Mon, Kiphire, Zunheboto)
Official Language	English
Connectivity	Railway : Dimapur Airport : Dimapur

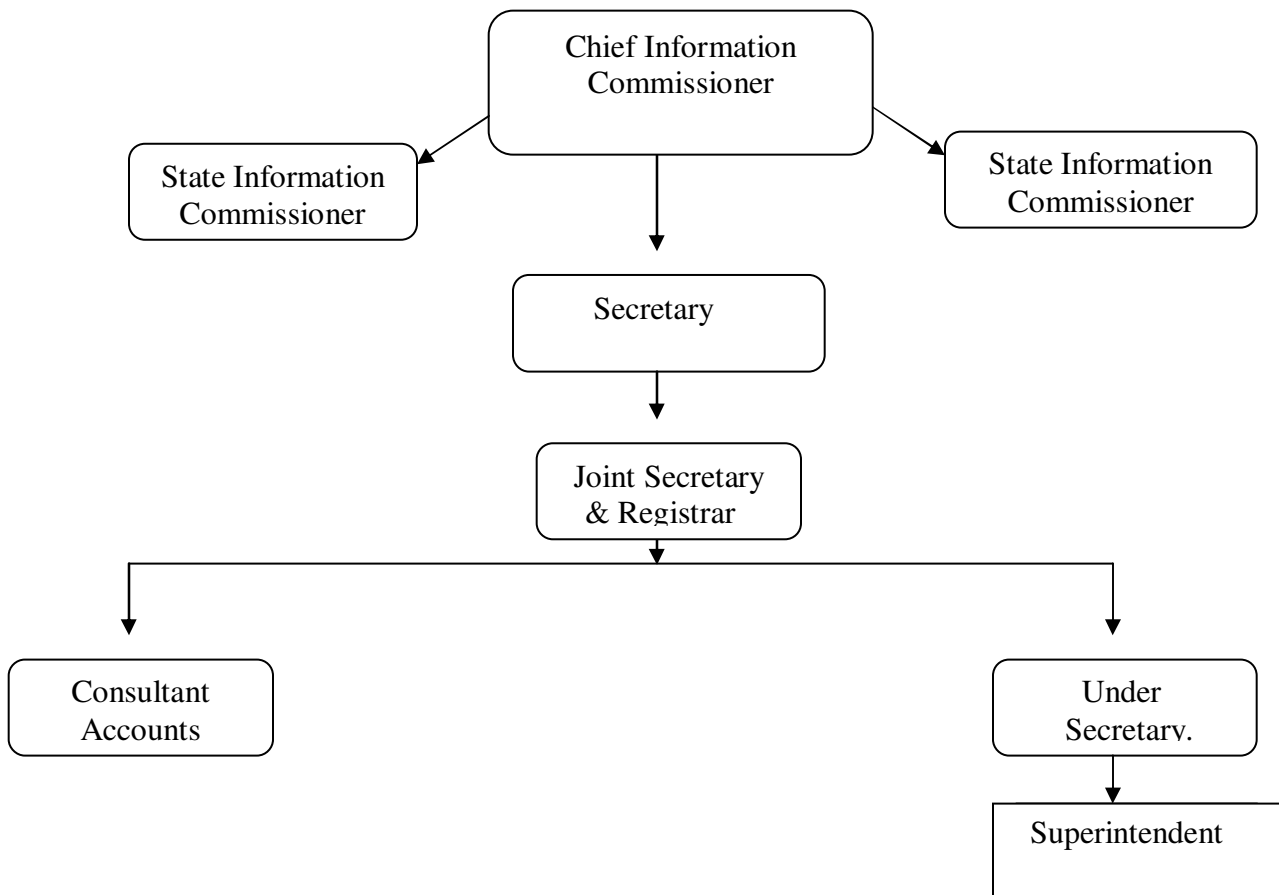
Manual-I

Organization, functions and duties.

Name of the Office : **Nagaland Information Commission**
Address : **Old Secretariat Complex, P.O. Box 148, Kohima, Nagaland**
PIN – 797001
Ph: 0370 – 2291595 / 2291200/ 2290654
Fax: 0370 – 2291774
Email: cic_nagaland@yahoo.co.in
Office timings: 10 a.m to 4 p.m

The Nagaland Information Commission was constituted on 14 th March 2006, vide Government Order N0. AR- 3/ Gen-147/2005. On the recommendation of the Appointment Committee constituted in terms of Section 15(3) of the Right to Information Act, 2005 and under the provision of Section 15(1) & (2) of the said Act, His Excellency, the Governor of Nagaland Shri Shyamal Datta administered the oath of office to the Chief Information Commissioner and 2 (two) State Information Commissioners to form the Information Commission and to exercise the power conferred on them and to perform the functions assigned to it under the Act.

Organizational Structure



As per the RTI Act, 2005 the Nagaland Information Commission is assigned with the task of receiving complaints and appeals, for providing suitable relief to the appellants as per the provision of the RTI Act 2005. The Commission has also power to receive and inquire into a complaint from any person, who is unable to submit a request to Public Information Officer either by reason that no such officer has been appointed under this Act, or because the Public Information Officer has refused to accept his or her application or appeal under this Act or the applicant has not received any response from PIO. If the Commission is satisfied that there are reasonable grounds to inquire into the matter, it may initiate an inquiry in respect thereof. During the inquiry of any complaint under this Act, the Commission has the power to examine any record to which this Act applies which is under the control of the public authority, and no such record may be withheld from it on any grounds. While making an inquiry the Commission shall have all powers, as are vested in a civil court while trying a suit under the code of civil procedure. The Section 19(8) of the Act gives the Information Commission very broad ranging decision making powers. The Commission shall perform all other responsibilities as assigned to it, autonomously without being subjected to direction given by any other authority under this Act.

The Information Commissioners:



P. Talitemjen Ao IAS (Rtd)
Chief Information
Commissioner



Dr. Kuhoi K. Zhimomi, Ph.D.
State Information Commissioner



Rev. Dr. W. Pongsing Konyak, Th.D.
State Information Commissioner

The general superintendence, direction and management of the affairs of the Nagaland Information Commission vests in the Chief Information Commissioner who is assisted by the State Information Commissioners and exercise all such powers and does all such acts and things which may be exercised or done by the Nagaland Information Commission autonomously without being subjected to directions by any other authority under the RTI Act.

The Act enjoins upon the state government to provide the Chief Information Commissioner and the State Information Commissioners with such officers and employees as may be necessary for the efficient performance of their functions under this Act, and the salaries and allowances payable to and the terms and conditions of service of the officers and other employees appointed for the purpose of this Act shall be such as may be prescribed. The Nagaland Information Commission had submitted proposal for creation of 33 (thirty three) Nos. of posts to the Government. Out of the proposed number of posts, 4 (four) posts were created in the first year of the Commission's functioning and subsequently 6 (six) posts were created in the following year. A total of 10 (ten) posts of various categories have been created in a phase-wise manner till date.

Manual-II : Powers and duties of its Officers and Employees:

Sl. NO.	Designation	Powers and Duties
1.	Chief Information Commissioner (CIC)	General superintendence, direction and management of affairs of the Nagaland Information Commission which receives appeals and complaints under the RTI Act.
2.	State Information Commissioners (SICs)	To assist the CIC, each Commissioner has been allocated departments & PSUs for receiving appeals and complaints.
3.	Secretary	To supervise the office, perform Secretarial and administrative work of the Commission Office. Perform duty as the Appellate Authority of the Commission.
4.	Joint Secretary & Registrar (Post creation awaited)	To assist the Secretary and perform the function of Registrar for all appeals and complaints coming to Commission.
5.	Consultant Accounts	To handle budget and Account matters.
6.	Under Secretary	To handle RTI Matters in jurisdiction of CIC/ SICs which will be assigned. Perform duty as the PIO of the Commission.
7.	Superintendent	To assist Under Secretary and to perform any other Responsibility that may be assigned from time to time.

The following Departments & Public Sector Undertakings have been allocated to Commissioners:

Chief Information Commissioner	State Information Commissioner (P)	State Information Commissioner (Z)
Governor Secretariat	<p><u>Planning, Development & Coordination:</u></p> <p>Additional Chief Secretary & Development Commissioner. Urban Development Directorate of Evaluation Directorate of Economic & Statistic Controller, Legal Metrology & Consumer Protection.</p>	<p>Commissioner & Secretary of School Education Commissioner & Secretary of Higher Education. Commissioner & Secretary, Technical Education. Secretary, Youth Resources & Sports. Secretary, Social Welfare, Women Development department. Women Commission Secretary, PHED. Secretary, Art & Culture. Commissioner & Secretary, Geology & Mining. Secretary. Industries & Commerce. Commissioner & Secretary Labour & Employment. Commissioner & Secretary Sericulture. Commissioner & Secretary, Information Technology & Communication Secretary, Science & Technology.</p>
Chief Minister Secretariat	<p><u>Agriculture & Allied Departments:</u></p> <p>Directorate of Agriculture. Directorate of Soil & Water Conservation. Registrar Cooperative Societies/MARCOFED Land Resources Department. Directorate of Horticulture. Directorate of Irrigation & Flood Control. Directorate of Veterinary &</p>	<p><u>Directorates :</u></p> <p>Directorate of School Education. Directorate of Higher Education Directorate of Technical Education. Directorate of Youth Resources & Sports. Directorate of Art & Culture. Directorate of Social Welfare. Directorate of Women</p>

	Animal Husbandry. Directorate of Fishery.	Development. Directorate of Industries. Directorate of Employment & Craftsman Training. Directorate of Geology & Mining. Directorate of Information & Technology. Directorate of SCERT. Directorate of Sericulture. Joint Labour Commission. Senior Scientific Officer, Science & Technology.
Cabinet Cell	<u>Rural Development:</u> Directorate of Rural Development. State Institute of Rural Development(SIRD)	<u>Corporations:</u> Nagaland Handloom & Handicrafts Development Corporation (NHHDC) Nagaland Industries Development Corporation (NIDC). Nagaland Industrial Raw Material Supply Corporation (NIRMSC) Nagaland State Mineral Development Corporation (NSMDC) Nagaland Khadi & Village Industries Board (NKVIB)
High Court	<u>Information & Public Relation:</u> Directorate of Information & Public relation.	<u>Chief Engineers :</u> Chief Engineer,Roads & Bridges Chief Engineer,Housing Chief Engineer,Mechanical Chief Engineer, PHED Chief Engineer, National Highways
Home Civil Secretariat, District Administration, Police, Jails, Nagaland Houses, Home Guards, Rajya Sainik Board, Fire Services	<u>Tourism:</u> Directorate of Tourism.	Global University
Election Department	<u>Power:</u>	

	Chief Engineer, Power. Directorate of New & Renewable Energy	
Assembly Secretariat	<u>Food & Civil Supplies:</u> Directorate of Food & Civil Supplies, Dimapur.	
Parliamentary Affairs	Directorate, Health & Family Welfare: Directorate of Health Services. Naga Hospital Authority Christian Institute of Health & Research Centre	
Forest & Environment		
Border Affairs		
Finance Department Treasury & Accounts Taxes Lotteries Department	<u>Department of Under Developed Area:</u> Directorate of Department of Under Developed Areas	
Personal & Administrative Reforms Nagaland Public Service Commission. Vigilance Commission. Administrative Training Institute.	<u>Transport & Communication:</u> Additional Transport Commissioner. General Manager, NST (Dimapur)	
Law & Justice	<u>Excise:</u> Commissioner of Excise,	
<u>Land Revenue:</u> Land Record & Survey Department (Dimapur)		

Manual-III : Procedure followed in the decision making process including channels of supervision and accountability :

Matters relating to RTI Appeals, Complaints are dealt with in the manner explained below :-

The Commission receives the complaints under Section 18 and Appeals under Section 19 of the RTI Act, 2005. The Complaint is placed before the State Information Commissioner who has been allocated the departments whose Public Information Officer (PIO) has been complained against. The SIC will study the matter and present the same to the full Commission for further action. Then the Commission will summon both the appellant/complainant and the PIO for hearing. Both the parties will be given an opportunity to state their case after which the Commission will give its decision and order.

With regard to administrative matters, final decision rests on the Chief Information Commissioner.

Manual-IV : The norms set by it for the discharge of its functions:

The Information Commission is an autonomous organization. Each officer is assigned with specific responsibilities under the control of the Chief Information Commissioner. All the officers and staffs are accountable to the Chief Information Commissioner.

The functioning of the Commission may broadly be divided into two categories, viz, all Administrative functions under the Secretary and the Commission's functions under the control of the Chief Information Commissioner.

Manual V : Rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions :

1. A Handbook for Trainers on RTI Act, 2005.
2. A Guidebook for Civil Society Organizations on RTI Act, 2005.
3. A Guide for Media on RTI Act, 2005
4. Manual for Public Authorities, Public Information Officers & Appellate Authorities on RTI Act, 2005.
5. Right to Information Act, 2005, published by YASHADA.
6. Nagaland State Right to Information (Regulation of Fee and Cost) Rules, 2005
7. Nagaland State Information Commission (Appeal Procedure) Rules, 2005
8. RTI Act, 2005, in local dialects, viz, Ao, Sema, Lotha, Tenyidie, Chakhesang, Sangtam, Rengma, Zeliang, Yimchungru, Khiamniungan, Kuki, Kachari
9. A Handbook for citizens on RTI Act, 2005.
10. Citizen's guide to RTI Act, 2005, in local dialects, viz, Ao, Sema, Lotha, Tenyidie, Chakhesang, Rengma, Sangtam, Yimchungru, Zeliang, Khiamniungan, Kuki, Kachari
11. Citizen's guide to RTI Act, 2005 in English
12. Guide on Right to Information Act, 2005 (A DoPT publication)
13. Annual Report of the Commission on the implementation of the RTI Act, 2005. (2006-07, 2007-08)
14. Directory of Public Authorities, Appellate Authorities, PIOs and APIOs in Nagaland.

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

1. Administrative documents.
2. Documents relating to Commission Finances.
3. Commission decisions on Appeals/Complaints

Manual VII : 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 :

No such arrangement exists in the Commission presently.

Manual VIII : 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, committees and other bodies are open to the public, or the minutes of such meetings of such bodies are accessible to public

No such Boards, councils, committees or other bodies have been constituted under the Commission presently.

Manual IX : Directory of its officers and employees:

Sl. No	Name and Designation	Telephone Number	e-mail address
1.	Shri P. Talitemjen Ao, IAS (Retd) Chief Information Commissioner	0370-2291595(O) Fax – 0370 2291774	cic_nagaland@yahoo.co.in
2.	Rev. Dr. W. Pongsing, Konyak State Information Commissioner	0370- 2290654 (O)	p_jessuhu@yahoo.co.in
3.	Dr. Kuhoi K. Zhimomi State Information Commissioner	0370-2291200 (O)	
4.	Smt. Soyimna Aier Koza Under Secretary	0370-2291041 (O)	usecy.nlsic@mail.com
5.	Smt. Keniedino Senior P.S.	0370-2291595(O)	
6.	Shri. Ph Asosu Consultant (Accounts)		
7.	Shri. I.Tongpanglong Superintendent		supdt.nlsic@mail.com
8.	Smt. R.Asangla Steno		

9.	Kum.Neikhotsono Steno		
10.	Smt.Kekhrielhounuo Computer Assistant		

Manual X : Monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations :

According to the RTI Act, 2005, the salaries and allowances payable to and other terms and conditions of service of the:

- (a) Chief Information Commissioner shall be the same as that of the Election Commissioner in the Centre.
- (b) State Information Commissioner shall be the same as that of the Chief Secretary of the state government.

Provided that if the Chief Information Commissioner or the State Information Commissioner, at the time of his appointment is, in receipt of a pension, other than a disability or wound pension, in respect of any previous service under the Government of India or under the Government of the State, his salary in respect of the service as the Chief Information Commissioner or the State Information Commissioner shall be reduced by the amount of that pension including any portion of pension which was commuted and pension equivalent of other forms of retirement benefits excluding pension equivalent of retirement gratuity.

Provided further that if the Chief Information Commissioner or State Information Commissioner if, at the time of his appointment is, in receipt of retirement benefits in respect of any previous service rendered in a Corporation established by or under any Central Act or State Act or a Government company owned or controlled by the Central Government or the State Government, his salary in respect of the service as the Chief Information commissioner or State Information Commissioner shall be reduced by the amount of pension equivalent to the retirement benefits.

Provided also that the salaries, allowances and other conditions of service of the Chief Information Commissioner and the State Information Commissioners shall not be varied to their disadvantage after their appointment.

Apart from the Commissioners, the Commission has working staffs, some of who are regular appointees and some who are either on deputation from other departments or appointed on contingency basis. The monthly remuneration of the Commissioners and other staffs are shown below:

Sl NO	Name of the incumbent	Designation	Scale of pay	Basic pay	Total emolument	Remarks
1.	P.Talitemjen Ao, IAS	Chief Information Commissioner	Rs. 90,000- (Fixed)	Rs. 50,606	Rs. 92,620	
2.	Dr. Kuhoi K. Zhimomi	State Information Commissioner	Rs. 80,000 (Fixed)	Rs.80,000	Rs.1,26,369	
3.	Rev .Dr. Pongsing Konyak	State Information Commissioner	Rs. 80,000 (Fixed)	Rs.80,000	Rs. 1,28,800	
4.	Smt. Soyimna Aier Koza	Under Secretary	Rs.10,000-15,200	Rs.11,625	Rs.30,020	On deputation
5.	Smt. Keneidino Senior PS	Senior PS	Rs.10,000 – 15,200	Rs.13,000	Rs 30,765	On attachment from Civil Sectt.
6.	Shri. Ph.Asosu	Consultant (Accounts)	Rs. 15,000 (Fixed)	Rs. 15,000	Rs. 15,000	On contract
7.	Shri. I. Tongpanglong	Superintendent	Rs.8,500-14,200	Rs.8,500	Rs.21,010	On deputation
8.	Smt.Kekhrielhounuo	Computer Asstt.	Rs.4,125	Rs 4,400	Rs.11,000	On attachment from Civil Sectt.
9.	Kum.Neikhotsono	Steno	Rs.5,600	Rs. 5,600	Rs. 10,000	On attachment from Civil Sectt.
10.	Smt. R.Asangla	Steno	Rs.4,125	Rs. 6,100	Rs. 10,500	On attachment from Civil Sectt.
11.	Smti.Alenuo Zehol	LDA (C)				On attachment from Civil Sectt
12.	Shri. Mhasilezo	Office Chowkidar	Rs.2550-3200	Rs.2550	Rs.6,717	Regular appointment

13.	Shri.Z. Longta Phom	Office Peon	Rs.2550-3200	Rs.2550	Rs.6,717	Regular appointment
14.	Shri.Monu Ch. Sangma	Personal Peon	Rs. 800-1,475	Rs. 890	Rs. 4,368	Regular appointment
15.	Shri.Shivito Sema	Personal Peon	Rs.2000 (Fixed)	Rs.2000	Rs.2000	On contingency
16.	Shri.Shohpong Konyak	Personal Peon	Rs.2000 (Fixed)	Rs.2000	Rs.2000	On contingency
17.	Shri. Ghokiho Aye	Driver	Rs. 3000 (Fixed)	Rs. 3000	Rs. 3000	On contingency
18.	Shri. Paujei Phom	Driver	Rs. 3000 (Fixed)	Rs. 3000	Rs. 3000	On contingency
19.	Shri Teihnyei Konyak	Office Peon)	Rs.2000 (Fixed)	Rs.2000	Rs.2000	On contingency
20.	Shri Vikou Koza	Office Peon	Rs.2000 (Fixed)	Rs.2000	Rs.2000	On contingency
21.	Kum. Rosely Sumi	Office Peon	Rs.2000 (Fixed)	Rs.2000	Rs.2000	On contingency
22.	Shri Lanupangjung	Driver	Rs.2000 (Fixed)	Rs.2000	Rs.2000	On contingency
23.	Shri Tiayanger Longkumer	Office Peon	Rs.2000 (Fixed)	Rs.2000	Rs.2000	On contingency
24.	Shri Tovika Zhimomi	Computer Programmer	Rs.6,500/- (Fixed)	Rs.6,500/-	Rs.6,500/-	On contract
25.	Shri Sedevilhou Victor	LDA cum Computer Operator	Rs.4125-6475/-	Rs.4125/-	Rs.10,805/-	Temporary appointment

Manual XI : Budget of the Commission :

The budgetary provision of the Commission is provided by Government of Nagaland under Charged. The expenditure shall be debitible under Demand NO. 80, NIC under Major Head of Account 2075 – Miscellaneous Non-Plan. The budget provision provided for the year 2009-2010 was amounting to Rs.106.19(RE). The details of budget for 2009-2010 is shown below:

FINAL EXPENDITURE STATEMENT FOR THE YEAR 2009-10 IN RESPECT OF NAGALAND INFORMATION COMMISSION.

2009-2010

(Rs in lakhs)

Sl. No.	Head of Accounts	Non - Plan	Plan	CSS	NEC	Total
1.	2075-Misc General Services 00-800 other Expenditure 00-800(2) Nagaland Information Commission					
	1. Salary					
	2.Wages	Rs.80.77	-	-	-	Rs.80.77
	3. Travel Expenses	Rs.2.70	-	-	-	Rs.2.70
	4.Office Expenses	Rs.5.44	-	-	-	Rs.5.44
	5. Motor Vehicle	Rs.8.50	-	-	-	Rs.8.50
	6. Rent, Rate & Taxes	Rs.5.78	-	-	-	Rs.5.78
		Rs.3.00	-	-	-	Rs.3.00
	Total	= Rs.106.19				Rs.106.19

(Rupees one crore six lakhs & nineteen thousand) only

2009-2010

Major Head, Su-Major Head, Minor Heads, Detailed Heads	Actual 2007-2008			Budget Estimate 2008-2009			Revised Estimate 2008-2009			Budget Estimate 2009-2010			Total
		CSS/CPS	Non-Plan	State-Plan	CSS/CPS	Non- Plan	State-Plan	CSS/CPS	Non-Plan	State-Plan	CSS/CPS	Non-Plan	(10 to 12)
	1	2	3	4	5	6	7	8	9	10	11	12	13
000-00-000													
<u>REVENUE SECTION</u>													
2075													
MISCELLANOUES													
GENERAL													
SERVICES													
2 075-00-800 Other													
Expenditure													
2 075-00-800(20) State			22.99			21.25				20.16			28.16
Information	2.20	3.12	3.12	4.92
Commission			5.26			5.50		7.50			5.50
Salaries	21.20	8.50	17.50	8.50
Wages			3.90			5.00	6.00	5.00
Travel Expenses	2.49	4.00	4.10	3.00
Office Expenses			0.00
Motor Vehicles	0.00
Rent, Rates & Taxes													
Printing &Publicity				
Expenses													
Miscellaneous				
Expenses				
				
				
	0.00	0.00	58.04	0.00		46.37	0.00	0.00	60.05	0.00	0.00	55.08	55.08
2075 : TOTAL:	0.00	0.00	58.04	0.00	0.00	46.37	0.00	0.00	60.05	0.00	0.00	55.08	55.08
GRAND TOTAL:	0.00	0.00	58.04	0.00	0.00	46.37	0.00	0.00	60.05	0.00	0.00	55.08	55.08

Manual XII : **The manner of execution of Subsidy programmes , including the amounts allocated and the details of beneficiaries of such programmes :**

Not applicable.

Manual XIII : **Particulars of recipients of concessions, permits or authorizations granted by it:**

Not applicable.

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

1. RTI disclosures of State public authorities.
2. RTI disclosure of the Commission.
3. Decisions and orders on Appeals and Complaints.
4. List of PIOs of all Govt. Departments & Public Sector Undertakings.
5. Minutes of meetings on Commission's policy matters.
6. Commission circulars.
7. Nagaland State Right to Information (Regulation of Fee and Cost) Rules, 2005
8. Matters of public importance/Commission's releases.
9. Commission's Annual Report on the implementation of the RTI Act, 2005.
10. The RTI Act, 2005.
11. A Handbook for citizens on RTI Act, 2005
12. Citizen's guide to RTI Act, 2005 in local dialects, viz, Ao, Sema, Lotha, Tenyidie, Chakhesang, Rengma, Sangtam, Yimchungru, Zeliang, Khamniungan, Kuki, Kachari
13. Guide on Right to Information Act, 2005
14. The RTI Act, 2005 in local dialects, viz, Ao, Sema, Lotha, Tenyidie, Chakhesang, Sangtam, Rengma, Zeliang, Yimchungru, Khamniungan, Kuki, Kachari
15. List of state Public Authorities.

Manual XV : **Particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use :**

1. Office library (Timings: 10 a.m to 4 p.m)
2. Commission Notice Board.
3. Commission Website (www.nlsic.gov.in)
4. Video Conferencing facilities.

5. Photo Gallery of the activities of the Commission.
6. Open proceedings during hearings.
7. RTI disclosures of various public authorities.
8. RTI disclosure of the Commission.
9. Decisions and orders on Appeals and Complaints.
10. List of PIOs of all Govt. Departments & Public Sector Undertakings.
11. Minutes of meetings on Commission's policy matters.
12. Commission circulars.
13. RTI Cost and Appeal Rules.
14. Commission's Annual Report on the implementation of the RTI Act, 2005.

Manual XVI : Names, Designations and other particulars of the Public Information officers:

1. Shri I.Tongpanglong
Superintendent
Public Information Officer
2. Smt. Soyimna Aier Koza
Under Secretary
First Appellate Authority

Manual XVII : Such other information as may be prescribed:

The jurisdiction of the Information Commission extends to All Public Authorities funded by the Government all over the state of Nagaland. The Personnel & Administrative Reforms department is the Nodal department for the Nagaland Information Commission.

Apart from performing the assigned task of receiving complaints and appeals, and for providing suitable relief to the appellants as per the provision of the RTI Act 2005, the Information Commission have interactions with the Administrative Heads of the Government departments, Heads of offices, PIOs/APIOs of the Public Authorities, media organizations etc. from time to time. The Commission also tour the districts and sub-divisions to have interaction with government officials, NGOs, Churches and civil societies for creating RTI awareness and also to monitor implementation of the Act by various Public Authorities.

For effective implementation of the RTI Act, the Commission periodically monitors the pro-active disclosures of all Public Authorities. Likewise, the Chief Information Commissioner and the State Information Commissioners tour the district headquarters and the sub-divisions for implementation of the same.

The Commission has also been actively promoting awareness generation of the RTI Act through circulation of guide books and handbooks on the Act among the masses.

With the establishment of Video Conferencing facilities the Commission has been holding interactions with heads of offices as well as with the PIOs and APIOs in the districts.

In due course the Commission proposes to utilize the VC facility for online presentation and creating awareness of RTI and also for conducting hearings and disposing of cases.

Under the Centrally Sponsored Plan Scheme on “Strengthening, Capacity Building and Awareness Generation for Effective Implementation of the RTI Act” the Commission has undertaken implementation of the following:

(a) Development of dynamic website with online registration of Appeals/Complaints.

The website with dynamic content management has the following features:

- Publishing of Notifications with Notification No., date and subject.
- Publishing of Minutes of Meeting
- Publishing of Circulars with Notifications No., date and subject.
- Publishing of Success stories/Best practices
- Photo gallery of the events related to RTI with date of uploading and caption.
- Cause list
- Link to decision of CIC
- Links to other State Information Commissions
- Status of the application on Web
- FAQs
- Profile of the ICs
- Proactive disclosure of NIC
- RTI Vault which includes Govt. Orders, Sanction Orders, Letters etc.
- Search engine for documents published on NIC website.
- Online submission of RTI Complaint/Appeal
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(b) Electronic Office Management System (DAK Digitization) and Appeals /Complaints filing and status of Appeal/Complaints through Mobile application via SMS:

For the implementation of the RTI Act, 2005 the Nagaland Information Commission envisaged to maintain its records in electronic format so as to become a role model to the public authorities in the state. To achieve this, an Electronic Office Management System (DAK Digitization) is under implementation.

This module includes tracking of entire life cycle of the Appeal/Complaints from receipt in the Commission to its final disposal. This system incorporates following features:

- Registration of Appeals/Complaints (generation of unique number) and updating the status at every stage from receipt to disposal.
- Reports viz, Year-wise, month-wise and Commissioner-wise
- Cause List of Commission-wise, Respondent/Petitioner-wise and Complaint/Appeal-wise will be provided.
- Check Status

The Nagaland Information Commission has requested the Centre for Good Governance, Hyderabad for implementation of both the EOMS and Dynamic website for NIC and the project is underway.