

GOVERNMENT OF NAGALAND
DIRECTORATE OF EVALUATION
NAGALAND KOHIMA



ANNUAL ADMINISTRATIVE REPORT
2018-2019

CONTENT	PAGE NO
1. PROFILE	1
2. FUNCTIONS	1-2
3. STAFF STRENGTH OF THE DIRECTORATE	3
4. ORGANISATIONAL STRUCTURE	4
5. STAFFING PATTERN	5
6. MAJOR ACHIEVEMENTS DURING THE YEAR	6
7. PROPOSED ACTION PLANS DURING 2018-2019	7-9
8. PUBLIC INFORMATION OFFICERS AND ASSISTANT PUBLIC INFORMATION OFFICERS	10
9. BUDGET OUTLAY OF THE DEPARTMENT	11
10. PHOTO SECTION	

ANNUAL ADMINISTRATIVE REPORT OF THE EVALUATION DIRECTORATE FOR THE YEAR 2018-2019

1. PROFILE

- 1.1 Set-up on 14th October 1968 as an evaluation and monitoring unit, the Evaluation unit is now a full fledged Directorate functioning under the administrative control of the Planning and Co-ordination Department, with District Evaluation Offices in all the eleven district, Kohima, Mokokchung, Mon, Phek, Tuensang, Wokha, Zunheboto, Dimapur, Peren, Longleng and Kiphire districts and a total sanctioned strength of 121 staff. The Evaluation Directorate office is located at A.G Road, Kohima.
- 1.2 The Evaluation Directorate functions under the administrative control of the Planning and Co-ordination Department headed by the Additional Chief Secretary and Development Commissioner. All Administrative matters and sanctions for the Directorate are routed through the administrative Department.

2. FUNCTIONS

- 2.1 The ultimate test for any programme is in terms of final outcomes. Often this can only be determined over a period of time through evaluation of the programme/project.
- 2.2 The main function of the Evaluation Department is to undertake evaluation studies on the intervention schemes/programmes of the Government to assess whether the programmes are impacting the targeted beneficiaries at the grass root and to suggest ways and means to bring about improvement in their formulation and execution. Through the two aspects: retrospective and prospective and through cost-benefit analysis the Evaluation studies aid decision making by providing insight into the programme.
- 2.3 In addition to the independent State level studies carried out by the Directorate, the District Evaluation Offices conduct District Specific Studies as per the requirement of the respective District Planning & Development Boards and as may be entrusted by the Departments. Quick review studies are also undertaken to examine whether the

findings, impact and suggestions made earlier still hold true and whether any follow-up action has been taken by the Departments concerned.

2.4 Evaluation studies are undertaken with the general guidance of the *Evaluation Steering Committee* which consists of:

- | | |
|---|-------------------|
| i. The Development Commissioner | -Chairperson |
| ii. Secretary, Finance Department | -Member |
| iii. Secretary, P & AR Department | -Member |
| iv. Vigilance Commissioner | -Member |
| v. Commissioner & Secretary/Secretary
and Head of the Department whose scheme/report
is under study | -Co-opted Members |
| vi. Secretary, Planning & Coordination | -Member |
| vii. Director, Evaluation | -Member Secretary |

2.5. The Steering Committee decides the schemes for which Evaluation Studies are to be undertaken and guides the Directorate on the approach and methodology to be adapted for the study. On completion of the study the Committee scrutinizes and approves the reports for publication. The Committee also assesses the follow up actions taken by the Government as suggested/recommended in the Evaluation reports.

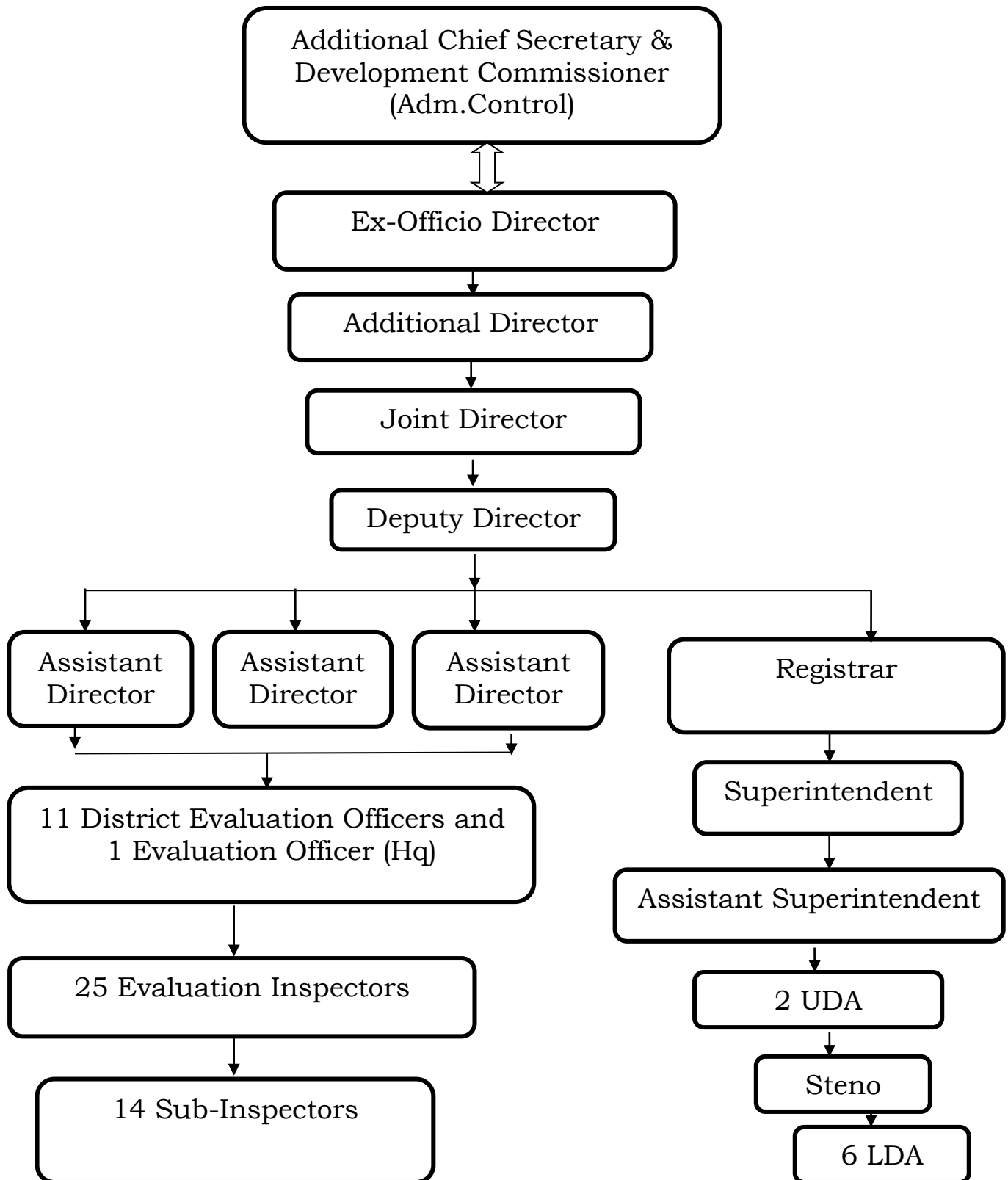
3. STAFF STRENGTH OF THE DIRECTORATE

3.1 Headed by an ex-officio Director, the Directorate has sanctioned staff strength of 121.

Details are given below:

Sl No	Category of posts	Sanctioned Strength	In position
A	Directorate/Headquarters		
i	Additional Director	1	1
ii	Joint Director	1	1
iii	Deputy Director	1	1
iv	Assistant Director	3	3
v	Evaluation Officer	1	1
vi	Inspector	6	6
vii	Sub-Inspector	3	3
viii	Registrar	1	-
ix	Superintendent	1	1
x	Ministerial Staff/others	22	22
Total of A		40	39
B.	District Evaluation Offices		
i	District Evaluation Officer	11	10
ii	Inspector	19	19
iii	Sub-Inspector	11	10
iv	Ministerial Staff/others	40	38
Total of B		81	77
Total of A & B		121	116

3.2 ORGANISATIONAL STRUCTURE



3.3. STAFFING PATTERN OF THE DIRECTORATE OF EVALUATION

Man power position (in position) in the Directorate Office and in the District Evaluation Offices as on 31.01.2019 .

	Technical			Establishment				Total
	Officers	Inspector	Sub-Inspector	Officers	Grade III Employee	Grade IV	Contingency paid	
Directorate Office	7	6	3	2	15	6	6	45
District Evaluation Office, Kohima	1	2	1		3	2		9
District Evaluation Office, Tuensang	1	2	1		2	2	1	9
District Evaluation Office, Mokokchung	1	2	1		2	2	1	9
District Evaluation Office, Wokha	1	2	1		3	2		9
District Evaluation Office, Phek	1	2	1		1	2	1	8
District Evaluation Office, Mon		2	1		2	2		7
District Evaluation Office, Zunheboto	1	2	1		2	2		8
District Evaluation Office, Dimapur	1	2	1		3	3		10
District Evaluation Office, Longleng	1	1	1		1	1	1	6
District Evaluation Office, Peren	1	1	1		1	1	1	6
District Evaluation Office, Kiphire	1	1	1		1	1		5
Total	17	25	14	2	37	26	11	132

4. MAJOR ACHIEVEMENTS DURING THE YEAR

4.1. Evaluation Studies undertaken during 2018-2019.

- i. Implementation of Agricultural Technology Management Agency (ATMA) in Kohima District.
- ii. Implementation of Mid-Day Meal Scheme in Mon District.
- iii. Impact study on Integrated Watershed Development Programme (IWDP) in Kiphire District.
- iv. Implementation of Maternal Schemes in Dimapur District.
- v. Impact study on Industrial Training Institute (ITI) in Nagaland under Monitoring of 15 point programme.

4.2. Promotion during the year:

- i. Four Officers were promoted to higher post.

4.3. Construction.

- i. Construction of New Directorate Office building near the Nagaland Civil Secretariat, Kohima nearing completion.
- ii. Completion of Construction of security fencing with gate/retaining wall at the newly constructed District Evaluation Office, Longleng.
- iii. Construction of security fencing with Iron Gate, random rubble stone masonry/drainage at District Evaluation Office DEO, Kiphire nearing completion.
- iv. Repair Renovation of staff quarters at Kohima.
- v. Repair Renovation of District Evaluation Office at Kiphire, Wokha, Zunheboto and Dimapur.
- vi. Initiated Construction of Director's quarter at Kohima.



Constructions of New Directorate office Building near the Nagaland Civil Secretariat, Kohima.



Constructions of District Evaluation office Building in Tuensang District



Constructions of Steel gate, Fencing and repair renovation of District Evaluation office, Dimapur.



Construction of security fencing with steel gate and retaining wall at DEO Kiphire



Repair and Renovation of District Evaluation Office, Wokha.



Constructions of Steel gate, Security Fencing of District Evaluation Staff Quarter, Dimapur.

6. PROPOSED ACTION PLAN DURING 2019-2020

I. State Level Studies:

One State Level Study as per the requirement/approval of Evaluation Steering Committee.

II. District Level:

11 (Eleven) District Specific Studies as per the requirement of the District Planning & Development Boards.

III. Review Studies:

Absence of follow up action on the findings of the studies/report defeats the whole purpose of conducting evaluation studies. Therefore the Directorate proposes to undertake quick review studies especially the major schemes, to examine whether the findings, impact and suggestions made earlier still hold true and whether any follow-up action has been taken by the Departments concerned or not. To assess to what extent steps are required to improve implementation of the programme, 1 (one) quick review studies are proposed to be taken up.

IV. Monitoring of 15 Point Programme and 20 Point Programme:

Monitoring of various programmes under 15 point programme and 20 point programme implemented in the State to be taken up on priority basis.

6.2 Strengthening of Directorate:

- i. Purchase of furniture in the newly constructed Directorate building at Kohima.
- ii. Strengthening of the human resource of the Directorate
- iii. Build capacities/upgrade skills of the Officers and through in-house training programme by sourcing subject experts and by deputing them to reputed capacity building institutions.
- iv. Improve and upgrade the logistic requirement of the Department

6.3. Strengthening of District:

- i. Improve and upgrade the logistic requirement of all the eleven district offices.

- ii. Orientation/Workshops would be conducted in all the eleven districts in coordination with the district administration, VDBs, DPDB of the respective districts on impact of evaluation and its importance in policy formulation.
- iii. Placement of furniture in the newly constructed DEO office at Longleng, Peren, Dimapur, Tuensang, Kiphire and Zunheboto
- iv. Installation of inverter and Xerox machine in all the 11 (even) districts.

6.4. Mailing Address:

Directorate of Evaluation

Below A.G Office

A.G Road, Kohima-797001 Nagaland

Contact No: 0370-2221745(o)

Email direvl-ngl@nic.in

Website www.evaluation.nagaland.gov.in

7. PUBLIC INFORMATION OFFICERS AND ASSISTANT PUBLIC INFORMATION OFFICERS OF THE EVALUATION DEPARTMENT

In pursuance to P&AR No-3/Gen-147/2005 Dated 04-10-2006 on the Right to Information Act 2005 the Appellate Authority, PIOs and APIOs in respect of the Evaluation Directorate and the District Evaluation Offices have been appointed.

1. Directorate Level

- i. Public Information Officer : Shri. Shinito Sema, Additional Director
ii. Assistant Public Information Officer : Shri. I. Sentinuklu Jamir, Joint Director

2. District Level

- (a) Kohima District : (i) PIO :Shri.Veshietso Kotso, District Evaluation Officer
(ii) APIO: Shri. M.Pithung Ngullie, Sub-Inspector
- (b) Zunheboto District : (i) PIO: Shri.G.Hekuto Sema, District Evaluation Officer
(ii) APIO: Shri.Sekheamew Yimchunger, Inspector
- (c) Mokokchung District : (i) PIO: Shri. Renchamo Odyuo, District Evaluation Officer
(ii) APIO: Shri. Imkongmeren, Inspector
- (d) Phek District : (i) PIO: Shri.Paunamheing ,District Evaluation Officer
(ii) APIO: Shri. Zuluhunu, Inspector
- (e) Wokha District : (i) PIO: Smt. Nungsangtula , District Evaluation Officer
(ii) APIO: Shri.M.C.Namti Newmai, Inspector
- (f) Mon District : (i) PIO: Shri.Shengwang Konyak, Inspector
(ii) APIO: Shri. Khamlep, Sub-Inspector
- (g) Dimapur District : (i) PIO: Shri.H.R.Epao, District Evaluation Officer
(ii) APIO:Smt. Setsovinuo Solo, Inspector
- (h) Tuensang District : (i) PIO: Shri. Shellem, District Evaluation Officer
(ii) APIO: Shri.Tsathrongse Sangtam, Inspector
- (i) Kiphire District : (i) PIO: Shri.Emkong Tonger, District Evaluation Officer
(ii) APIO : Shri. Isaac Tikhir, Sub-inspector
- (j) Longleng District : (i) PIO: Shri.Khoheshe Jakha, District Evaluation Officer
(ii) APIO: Shri.Imtilepden Jamir, Sub-Inspector
- (k) Peren District : (i) PIO: Shri.Erangnimbe Thou, District Evaluation Officer
(ii) APIO:Shri. Khehoshe Shohe, Inspector

3. APPELLATE AUTHORITY

Shri. Henkhohao Singson
Ex-Officio Director
Directorate of Evaluation

8. BUDGET OUTLAY OF THE DEPARTMENT

Sl.No.	Major Head / Minor Head of Development (Scheme-wise)	(PLAN/NON-PLAN) 2016-2017	(PLAN/NON-PLAN) 2017-2018	Budget estimates 2018-2019
0.	1.	2	3	4
1	Salaries	216.61	288.02	356.56
2	Wages	5.47	4.32	4.32
3	T.A	5.00	13.64	8.64
4	Office Expenses	30.00	25.00	16.00
5	Motor Vehicle	20.62	9.00	9.00
6	Publication	35.00	45.00	35.00
7	Gender Budgeting	-	-	-
8	Training/Capacity building	5.00	10.00	5.00
9	Computerisation/ Maintenance	5.00	5.00	5.00
10	State Level Studies	-	-	-
11	Rent, Rates & Taxes	4.00	0.80	0.8
12	Review Studies	-	-	-
13	Other charges	51.27	-	-
	Total 092(1)	377.97	400.78	440.32
	092(2) Subordinate Estt			
1	Salaries	322.10	285.79	356.00
2	Wages	4.18	2.95	2.95
3	Office Expenses	6.32	1.36	4.00
4	Rent, Rates & Taxes	-	3.20	3.20
5	Motor Vehicle	-	29.12	-
5	District Level Studies	-	-	-
6	T.A	0.74	-	1.36
	Total 092(2)	333.34	322.42	374.13
	Housing	PLAN	PLAN	PLAN
1	4059-01-051-01-13 Works under Evaluation.Capital Outlay Govt. Residential building/Other Housing Construction Evaluation	101.77	300.60	-
	Total Construction	101.77	300.60	-
	Grand Total	813.08	1023.80	814.45

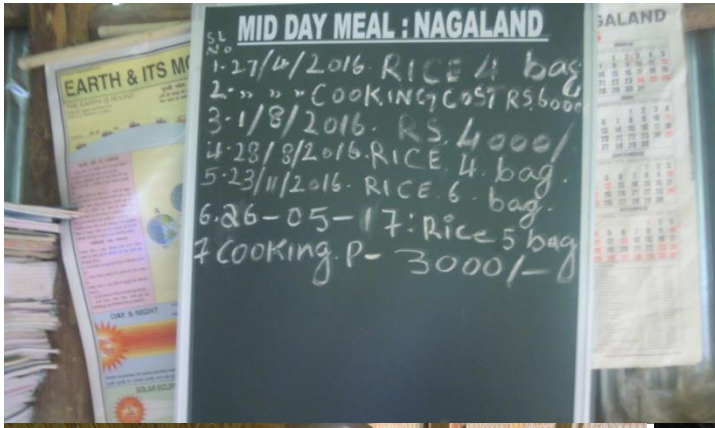
Photo Section













Evaluation Directorate office building, A.G Road ,Kohima