

INFORMATION TO BE PUBLISHED

UNDER SECTION IV (1) (b) OF THE RIGHT TO INFORMATION ACT 2005



THE COMMISSIONER OF STATE TAXES

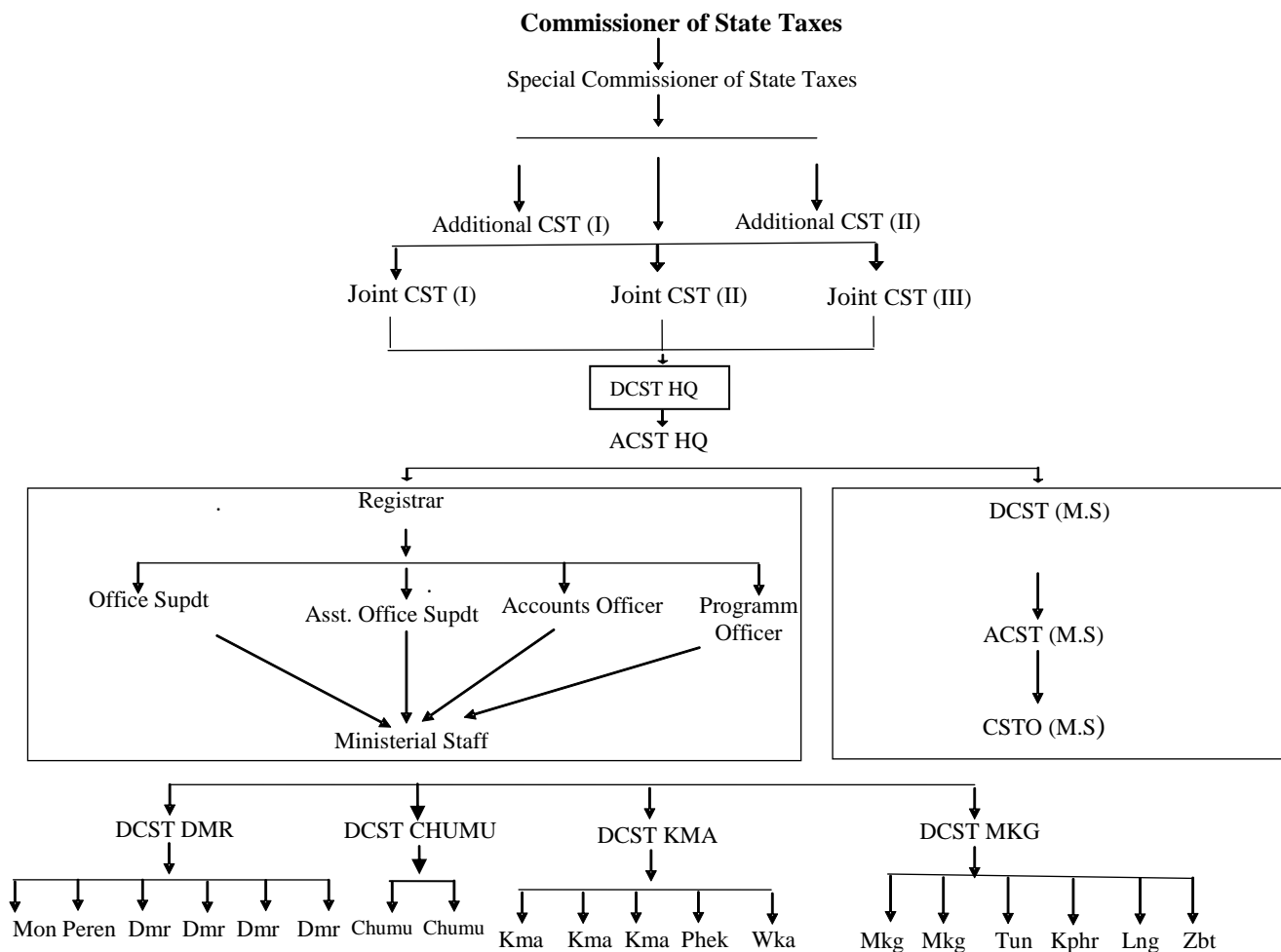
DEPARTMENT OF STATE TAXES

Nagaland: Dimapur.

2024 - 2025

MANUAL -I

Organizational Chart/Organogram of the Department



History and Background of the Department:

Till attainment of Statehood, the then Naga Hills District was an administrative Unit under Assam. Among others, Sales Tax Law of Assam was extended to Naga Hills effective from 2-2-1948. However, it is not available on record, to ascertain whether any revenue was collected from the Naga Hills District.

The Department of Taxes, Nagaland was established in August 1964, with the appointment of the Commissioner, Nagaland as the ex-officio Commissioner of Taxes; vide Government Notification NO.SGN.182/63/29 (a) 14-6-63.

A full-fledged Commissioner of Taxes was created on 20th August 1976, with its Headquarters at Kohima. In the same year, the Headquarter was shifted down to Dimapur, the Commercial hub of the State, for better tax administration. A post of Superintendent of Taxes was also created and an Officer from Assam Taxation Service was brought on deputation to start the functioning of the Department along with skeleton staff.

With the establishment of the Department, the question of adoption of the existing Taxation Laws of Assam as applied to the erstwhile Naga Hills District to the newly formed State by the Nagaland Adoption of Laws Order, 1965 were examined but due to some confusion the provisions of Taxation Laws could not be enforced by adoption/modification. Meanwhile, the Government took a decision to have its own Laws which led to the enactment of the following Taxation Laws.

1. The Nagaland Sales Tax Act, 1967.
2. The Nagaland Finance (Sales Tax) Act, 1967.
3. The Nagaland (Sales of Petroleum & Petroleum Products, including Motor spirit and Lubricants) Taxation Act, 1967.
4. The Nagaland Passenger and Goods Taxation Act, 1967.
5. The Nagaland Profession, Trade, Callings and Employment Taxation Act, 1968.

The above laws could not be implemented immediately, even after the assent of the President. It was only with the enactment of Rules in respect of each of the Acts in 1970, that all the above Acts, except the Passengers and Goods Taxation Act, were implemented in the State. The Revenue Collection made during the first year of implementation i.e., 1970-71 stood as under:

Year	NST	Pro.Tax	Am.Tax	Total(in lakhs)
1970-71	14.22	1.42	2.92	18.56

Brief Function of the Branches:

Name of branches	Functions
1. General	<ol style="list-style-type: none">1. Statistics2. Election matters3. Training/Departmental examination4. Public relation with other department5. Liaison with central and other state department6. All miscellaneous matter of general nature.
2. Establishment Branch	<ol style="list-style-type: none">1. Appointment, Transfer, Promotion & Retirement2. Maintenance of Service Book3. All Personal File of gazetted and Non- gazetted4. Court cases.5. Land & Building
3. Revenue branch	<ol style="list-style-type: none">1. Revenue budget and collection2. All matters related to revenue of the department
4. Legal branch	<ol style="list-style-type: none">1. All taxation matters including amendment of laws and orders2. Appeal and revision3. Issue of statutory forms and various other forms4. RTI
5. Audit branch	<ol style="list-style-type: none">1. Inspection2. Internal and external audit including PAC matters3. Certificate cases4. Vigilance/allegations and complaints
6. Computer branch	<ol style="list-style-type: none">1. Management of Tax-software application2. Management of Department's website3. All matter relating to computerization of the department.
7. Stationery branch	<ol style="list-style-type: none">1. Stock maintenance of non-statutory forms2. Postal services and stamp3. Management of conference hall and office library4. All matters related to stationery
8. Receipt and dispatch	<ol style="list-style-type: none">1. All matters relating to receipt and dispatches

Details of location, postal address, contact numbers, especially PIOs’:

Sl.No	Name	Designation	Phone No (O)	Mobile No
1	Sh. Abhinav Shivam, IAS	Commissioner of State Taxes Nagaland: Dimapur.	-	9415457000
2	Sh. Y. Mhathung Murry	Special Commissioner of State Taxes Nagaland: Dimapur.	03862-248535	9436003596
3	Sh. C. Lima Imsong	Additional Commissioner of State Taxes (I) Nagaland: Dimapur.	03862-248540	9436003727
4	Sm. N. Areni Patton	Additional Commissioner of State Taxes (II) Nagaland: Dimapur.		7085169839
5	Sh. Imosong Imsong	Joint Commissioner of State Taxes (I) Nagaland: Dimapur		9402696695
6	Sm. Lirila Sangtam	Joint Commissioner of State Nagaland Dimapur. (II)		9436017204
7	Sm. Nitoli Sema	Joint Commissioner of State Nagaland Dimapur. (III)		9436013329
8	Sm. Tokatoli	Deputy Commissioner of State Taxes (HQ)		9436012514
9	Sm. L. Yanbeni	Assistant Commissioner of State Taxes, (Hq), Nagaland.		9402809264
10	Sh. Vekhozo Dozo	Deputy Commissioner of State Taxes Kohima Zone, Kohima Nagaland. (PIO)		8131916410
11	Sm. Chevitshu Nyuthe	Deputy Commissioner of State Taxes Dimapur Zone, Nagaland. (PIO)		9436066620
12	Sh. I. Mughato Aye	Deputy Commissioner of State Taxes Mokokchung Zone, Nagaland. (PIO)	0369-226447	9436002309
13	Sh. Y Toshi Yimchunger	Deputy Commissioner of State Taxes, Mobile Squad, Dimapur. (PIO)		9005660663
14	Sm. Orenponi Yanthan	Deputy Commissioner of State Taxes, Chumoukedima.		9774574357
15	Sm. Abeni Lotha	Assistant Commissioner of State Taxes, Dimapur Zone, Ward-A, Nagaland.		9615376939
16	Sh. Atener Aier	Assistant Commissioner of State Taxes,	0370-2290468	9612097040

		Dimapur Zone, Ward-C, Nagaland.		
17	Sm. Moasenla	Assistant Commissioner of State Taxes, ,Dimapur Zone, Ward-E, Nagaland.		9436660777
18	Shri. Poshutho	Assistant Commissioner of State Taxes, Dimapur Zone, Ward-F, Nagaland.		9856780808
19	Sh Y Chingtuk Phom	Assistant Commissioner of State Taxes, Chumoukedima, Ward-A, Nagaland.		9612126295
20	Sh. Jimyang Imlong	Assistant Commissioner of State Taxes, Chumoukedima, Ward-B, Nagaland.	03867-220303	9436079834
21	Sh. Bendanghuba	Assistant Commissioner of State Taxes, Kohima Zone, Ward-A, Nagaland.		9402809264
22	Sh. Yanrenthung Yanthan	Assistant Commissioner of State Taxes, Kohima Zone, Ward-B, Nagaland.		9862875382
23	Sm. Remasangla	Assistant Commissioner of State Taxes, Kohima Zone, Ward-C, Nagaland.		9856847126
24	Sh. Merenchuba	Assistant Commissioner of State Taxes, Zunheboto Nagaland.		9856894566
25	Sh. Keyichetlube Pame	Assistant Commissioner of State Taxes, Phek, Nagaland.		9615101737
26	Sh. H.Ngamwang Konyak	Assistant Commissioner of State Taxes Mon, Nagaland.		9436609506
27	Sm. Chubanaro	Assistant Commissioner of State Taxes, Mokokchung Ward A, Nagaland.		9612432930
28	Sm. Aowati	Assistant Commissioner of State Taxes, Mokokchung Ward B, Nagaland.		9436006583
29	Sm. M Chibeni Lotha	Assistant Commissioner of State Taxes, Wokha, Nagaland		
30	Sh. Imlisanen Longchar	Programm Officer, O/O Commissioner of State Taxes, Dimapur Nagaland	0369-248132	9436015144

MANUAL-II

Powers and Duties of Officers

Sl. No.	Name	No. of Employees	Powers and Duties
1	Commissioner of State Taxes	1	Overall control and supervision of the functioning of the department including Appellate Authority under RTI Act, 2005, Appellate authority for advance Ruling (AAAR), Member Secretary to standing Committee of the Nagaland State Consumer Welfare Fund.
2	Special Commissioner of State Taxes	1	Appellate Authority, State Nodal Officer to GSTN, GST Audit, Matters relating to Revenue, Establishment, Computerization and General issues.
3	Additional Commissioner of State Taxes	2	a) Revenue, Legal, Audit, Computerization, all matters related to GST and all matters not listed. b) Looks after DDO and Accounts, Establishment, General and Stationery
4	Joint Commissioner of State Taxes	3	All matter relating to Revenue, Establishment, Administration, Legal, Audit, Computerization and all matters related to GSTN Looks after Accounts, General, Stationery and Statutory Forms.
5	Deputy Commissioner of State Taxes (HQ)	1	General Branch, Revenue, Training Centre Management, RTI-PIO and All legal issues under GST, Matters relating to Nagaland Sales of Petroleum and Product etc Tax Act 1967.
6	Deputy Commissioner of State Taxes	6	Certificate officer, DDO and PIO under RTI Act, 2005
7	Assistant Commissioner of State Taxes	18	Assessing and Registering authority
8	Registrar	1	Supervision and monitoring of all branches. Will deal with files from Establishment Branch, Revenue Branch, Accounts Branch, Computer Branch and all other residuary issues
9	Program Officer and IT Nodal Officer	1	Nodal Officer on all IT matters including MMP-CT, GSTN etc. and Computerization
10	Office	1	Legal Branch, General Branch and Audit Branch Looks

	Superintendent		after preparation of revenue target, MPR, transportation, issue of state and central statutory forms.
11	Account Officer	1	All Accounts and Establishment matters of the department
12	Statistical officer	1	All statistical matters of the department
13	Commercial State Tax Officer	48	Field inspection and preparation of reports Monitor the flow of goods movement both inward and outward as well as transit.

Functions and Duties

Details of powers and duties of different levels of employees: -

- (a) **Commissioner of State Taxes:** The post of Commissioner is manned by an IAS officer. He is the head of the department. He exercises overall control and supervision for effective and smooth tax administration and enforcement of the Taxation Laws applicable in the State. The Commissioner is the Revisional Authority in the department and revises any order passed by any of his officers under the Acts and Rules in force and pass such orders as he may deem fit in accordance with the provisions of the tax laws. He is the link between the department and the Government. The Commissioner is also the Appellate Authority under the RTI Act, 2005.
- (b) **Special Commissioner of State Taxes:** The Special commissioner of State Taxes assists the Commissioner of State Taxes and exercises such powers and functions as may be delegated to him under the Acts and Rules from time to time. He oversees and supervises all the matters related to the Department for effective and smooth functioning of the department. Special Commissioner functions as the head of the department in the absence of the Commissioner.
- (c) **Additional Commissioners of State Taxes:** Assists the Commissioner of Taxes and exercises such powers and functions as may be delegated to him under the Acts and Rules from time to time. The Additional Commissioner of State Taxes primarily looks after revenue and general establishments of the department. The senior most Additional Commissioner State Taxes functions as the head of the department in the absence of the Special Commissioner.
- (d) **Joint Commissioner of State Taxes:** Assists the Commissioner of State Taxes and Additional Commissioner of State Taxes and exercises such powers as may be delegated under the Acts and Rules enforced in the State. The Deputy Commissioner of State Taxes also acts as the Drawing & Disbursing officer of the Directorate.

- (e) **Deputy Commissioner of State Taxes:** Exercises control and supervision over the functioning of the Wards and District Superintendents and Inspectors under his Zones. He acts as the Certificate Officer for recovery of tax arrears under the Bengal Public Demand Recovery Act, 1913. He also acts as the Appellate Authority of the Zone. He/She monitors the performance of each Ward and District and ensures that the officers and staff function as per provisions of the Taxation laws. He/She also acts as the Drawing and Disbursing officer of the Zonal office. He/She also exercises such powers as may be delegated to him under the provisions of the various taxation laws enforced in the State.
- (f) **Assistant Commissioner of State Taxes:** Exercises such power and functions as may be delegated under the provisions of Taxation Laws enforced in the State. He/She acts as the assessing as well as registering officer of the Ward or District. He/She also monitors filing of tax returns and payment of tax by the dealers. He/She also ensures that all the liable dealers under his/her jurisdiction are registered and carries on business as per the provisions of Tax laws enforced in the State. The Assistant Commissioner of State Taxes acts as the Drawing and Disbursing officer and also represents the department at the District level. Assistant Commissioner of State Taxes maintains records of registration certificate issued and cancelled, Daily Collection Register, Issue and Stock Register of Declaration and Statutory Forms, and compiles the monthly collection statement. He/She enforces the tax laws and ensures tax compliance by all concerned.
- (g) **Commercial State Tax Officer:** Commercial Tax Officer is the field officers of the department. They function under the direct supervision of the Assistant Commissioner of State Taxes of the Ward/District to which they are attached or posted. They keep vigil on the business activities of the tax payers. They are responsible for inspection and filing of reports pertaining to the business transactions of dealers at regular intervals. They also verify the accuracy of the information disclosed by the dealers in the applications for registration and also investigate cases relating to evasion of tax and report to the Ward/District Assistant Commissioner of State Taxes. They also maintain Survey Register in respect of the Ward/District.
- (h) **Checker:** Since the abolition of Check Posts after the introduction of GST since 1st July, 2017, all the Checkers previously employed at the Check post are attached to the Commissioner of State Taxes temporarily.
- (i) **Head Assistant:** Head Assistant heads ministerial staff of all the districts and zone offices. They control and supervise the functioning of the ministerial staff for smooth disposal of office works.

- (j) **UDA:** UDA looks after the accounts and also act as the cashier of the District and Zonal office and also assist the Head Assistants in all establishment and other general matters.
- (k) **LDA cum Computer Assistant:** They maintain the dealer's proceeding files and flag it to the controlling officers and keep the proceeding files updated in time. They are the data entry operators of the district and ward offices.
- (l) **Typist:** All official matters are being typed by the typists. They ensure accuracy and clean typing of officials Letter.
- (m) **Driver:** Drivers are attached with officers who are attached with official vehicles. They ensure that the vehicles are clean and in good condition at all time to drive the vehicles for bona-fide official duty
- (n) **Peon:** Peons are responsible for handling office files. They also attend the officers.
- (o) **Sweeper:** Sweeper sweeps the office regularly and keeps the office neat and clean.
- (p) **Chowkidar:** Chowkidar handles the office keys and keep the office open and closed as per office timing and ensures security of the office.
- (q) **Mali:** Mali takes care of the gardens in the office compound.

Ministerial staff in the Directorate:

- (a) **Registrar:** Registrar co-ordinates the activities and functioning of the ministerial staff attached to different branches in the Directorate. He supervises the movement of the files and ensures maintenance of proper records and receipt of letters. He acts as the dictionary of the Directorate and assists the senior officers on all important official matters.
- (b) **Office Superintendent:** The Office Superintendent assists the Registrar in smooth functioning of the Directorate. He ensures accuracy of all accounts matters in the Directorate. He prepares the Department's budget, monitors the expenditure of the department and ensures regularity and attendance of the ministerial staff.
- (c) **Assistant Office Superintendent:** AOS works out and prepares the revenue target, maintain and compile the revenue collection figures of the department, monitor the MPR of the districts and ward

offices, monitor the POL and annual maintenance of the department's vehicle and also monitor and maintain the stock registers of statutory forms and other state forms.

(d) Accounts officer: Accounts officer monitor and assist the department in all account and establishment matters to maintain accuracy of records at all time.

(e) Senior Accountant: He assists the Office Superintendent in all accounts matters. He prepares pay and allowances and performs Treasury duties. He is responsible for drawal and disbursement of bills in the Directorate.

(f) Personal Secretary to Commissioner: He/She personally assists the Commissioner for smooth disposal of official works.

(g) Programme Officer: He heads the computer cell and ensures its safe and smooth functioning. He also looks into all matters relating to computerization.

MANUAL-III

Procedure followed in decision making process including channels of supervision and accountability.

Job description and responsibilities of each level of staff

Sl. No.	Name and Designation	Work assigned/Functions
1	Shri. Abhinav Shivam, IAS, Commissioner of State Taxes	1. Overall supervision and control. 2. Appellate Authority under RTI Act, 2005. 3. Appellate Authority for Advance Ruling (AAAR). 4. Member Secretary to Standing Committee of the Nagaland State Consumer Welfare fund. 5. Nagaland State GST Co-ordination Committee.
2	Shri. Y. Mhathung Murry, Special Commissioner of State Taxes	1. Appellate Authority. 2. State Admin for GSTN & SPOC. 3. GST Audit. 4. Matters relating to Revenue & Establishment

3	Shri C Lima Imsong, Additional Commissioner of State Taxes (I)	<ol style="list-style-type: none"> 1. All Matters relating to Revenue, Enforcement, IT, Red Flags & BIFA. 2. Authority for Advance Ruling. 3. Member SLSC on Anti-profiteering. 4. All matters relating to Refund, TDS and MS. 5. Matters relating to the Nagaland Sales of Petroleum and its products etc. Tax Act 1967 and the CST Act. 6. State Nodal Officer to GST Council, NACIN& GSTAT. 7. Incharge of Dimapur Zone
4	Smti. N. Areni Patton Additional Commissioner of State Taxes (II)	<ol style="list-style-type: none"> 1. Matters relating to General, Vigilance, Fake Invoices, External Audit& GST Prime. 2. Matters relating to GST Registration, Returns, Payment, Refunds and CWF. 3. Matters relating to NVAT Act 2005 and Nagaland Professionals Tax Act 1968. 4. Nodal Officer for EoDB and Public Relation Officer. 5. DDO. 6. Staff attendance. 7. All accounts matters including Budget & Finance. 8. Incharge of Chumoukedima Zone.
5	Shri. Imosong Imsong, Joint Commissioner of State Taxes, (I)	<ol style="list-style-type: none"> 1. Matters relating to Revenue, IT& GST Prime. 2. GST Audit. 3. Matters relating to GST Registration, Returns, Payment & Refunds 4. Matters relating to the Nagaland Sales of Petroleum and its products etc, Tax Act 1967. 5. All matters relating to smooth implementation of GST and IT issues. 6. Public Information Officer under RTI Act, 2005 7. Nodal Officer to Finance Department. 8. In charge of Kohima Zone.
6	Smti. Lirila Sangtam,, Joint Commissioner of State Taxes (II)	<ol style="list-style-type: none"> 1. Matters relating to Establishment, Enforcement & Vigilance. 2. Matters relating to GST Council meeting and Amendments, Notification, Circular, etc. 3. Nodal Officer for SLCS on Anti-

		<p>profiteering and PwD etc.</p> <ol style="list-style-type: none"> 4. Matters relating to Refund, TDS and CWF. 5. Matters relating to NVAT Act 2005 and Nagaland Professionals Tax Act 1968. 6. Nodal Officer to AG. 7. In charge of Mokokchung Zone.
7	Sm.Nitoli Sema, Joint Commissioner of State Taxes (III)	<ol style="list-style-type: none"> 1. Matters relating to General Branch. 2. Matters relating to the CST Act and MS including e-waybills. 3. External Audit. 4. Scrutiny of Returns, Red Flag & BIFA 5. Transport including POL/AM. 6. Nodal Officer for Disaster Management.
8	Sm. Tokatoli Sohe, Deputy Commissioner of State Taxes (HQ)	<ol style="list-style-type: none"> 1. Matters relating to Establishment, Revenue, Vigilance and Enforcement issues. 2. GST Audit & GSTAT. 3. Assistant Public Officer under RTI Act, 2005. 4. HRD including Training and Workshops. 5. Matters relating to the Nagaland Sales of Petroleum and its products etc. Tax Act 1967. 6. Matters relating to GST Registration, Returns Payment & Refunds. 7. Matters relating to Anti-Profiteering.
9	Sm. Yanbeni Humtsoe, Assistant Commissioner of State Taxes (HQ)	<ol style="list-style-type: none"> 1. Matters relating to General issues& GST Prime. 2. Matters relating to IT issues. 3. Consumer Welfare Activities and Programs. 4. Matters relating to Anti-Profiteering. 5. Matters relating to GST Refunds, TDS and MS. 6. Matters relating to CST Act.
10	Sh. Lusang, Registrar	Overall Supervision and monitoring of all the Branches and ensure smooth and prompt disposal of works by all branches.
11	Sh. Imlisanen, Programme Officer and IT Nodal officer	<ol style="list-style-type: none"> 1. Nodal Officer for IT. 2. Matters relating to IT System of the department including VCs and other virtual meetings. 3. Matters relating to GSTN application including Network and Hardware issues.

		4. Management of the Department website, Taxsoft, TINXSYS, E-waybill, Training and Conference Hall. 5. GST Prime.
12	Office Superintendent	1. Matters relating to Revenue, General, Establishment, Audit & IT. 2. All Accounts matters including Budget & Finance of the Department.
13	Sh. Dokho Phira, Sr. Accounts Officer	1. All Accounts matters including Budget and Finance Matters. 2. All Establishment and Service matters relating to maintenance of Service Books, Leave Account & Pensions.
14	Statistical officer	All Matters relating to Statistical Department.
15	Sh. E. Mhabemo Ovung, Asstt. Office Superintendent	1. All matters relating to Revenue & External Audit. 2. All legal matters including enactment and amendment of various Acts and Rules, 3. Matters relating to Nagaland Sales of Petroleum and its product etc. Tax Act 1967 and the CST Act. 4. Matters relating to GST Refunds, TDS and MS. 5. Matters relating to IT issues including Department Website, Taxsoft, TINXSYS and E-waybill. 6. Matters relating to Registration, Returns, Payment and CWF.
16	Sm. Flora T Patton, Asstt. Office Superintendent	1. All matters relating to Establishment, General, Transport & Accounts. 2. Matters relating to Vigilance and Enforcement issues. 3. Matters relating to NVAT Act, 2005 and Nagaland Professionals Tax Act 1968. 4. Office Stationeries and Statistical matters.
Deputy Commissioner of State Taxes, Dimapur Zone.		
17	Sm. Chevitsu Nyuthe, Deputy Commissioner of State Taxes, Dimapur Zone	Additional Charge of Dimapur Zone. Certificate officer, DDO, APIO under RTI Act, 2005
18	Sm. Abeni Lotha, Assistant Commissioner of State Taxes, Dimapur Ward-A	Assessing and Registering authority

19	Assistant Commissioner of State Taxes, Dimapur Ward B	Assessing and Registering authority
20	Sh. Atener Aier, Assistant Commissioner of State Taxes, Dimapur Ward-C	Assessing and Registering authority
21	Sm. Moasenla, Assistant Commissioner of State Taxes.	Assessing and Registering authority -
22	Sh. Poshutho, Assistant Commissioner of State Taxes, Dimapur Ward-F	Assessing and Registering authority of Petroleum & Amusement Tax
23	Commercial State Tax Officer	Field inspection and preparation of reports.
Deputy Commissioner of State Taxes, Kohima Zone, Kohima		
24	Sh. Vekhozo Dozo, Deputy Commissioner of State Taxes.	Certificate officer, DDO and PIO under RTI Act, 2005
25	Sh. Bendangchuba, Assistant Commissioner of State Taxes, Kohima A.	Assessing and Registering authority
26	Sh. Yanrenthung Yanthan, Assistant Commissioner of State Taxes, Kohima Ward-B.	Assessing and Registering authority
27	Sh. Remasangla, Assistant Commissioner of State Taxes, Kohima Ward-C	Assessing and Registering authority
28	Commercial State Tax Officer	Field inspection and preparation of reports.
Assistant Commissioner of State Taxes, Wokha		
29	Sm M. Chibeni Lotha, Assistant Commissioner of State Taxes, Wokha	Assessing and Registering authority, DDO and APIO under RTI Act, 2005
30	Commercial State Tax Officer	Field inspection and preparation of reports.
Assistant Commissioner of State Taxes, Phek		
31	Sh. Keyichetlube Pame, Assistant Commissioner of State Taxes, Phek	Assessing and Registering authority, DDO and APIO under RTI Act, 2005
32	Commercial State Tax Officer	Field inspection and preparation of reports.
Deputy Commissioner of State Taxes, Mokokchung Zone, Mokokchung		
33	Sh. I. Mughato Aye, Deputy Commissioner of State Taxes, Mokokchung	Certificate officer, DDO and PIO under RTI Act, 2005

34	Sh. Aowati, Assistant Commissioner of State Taxes, Mokokchung Ward-B.	Assessing and Registering authority
35	Sm. Chubanaro, Assistant Commissioner of State Taxes, Mokokchung Ward A	Assessing and Registering authority
36	Commercial State Tax Officer	Field inspection and preparation of reports.
Assistant Commissioner of State Taxes, Tuensang		
37	Assistant Commissioner of State Taxes Tuensang, Kiphire and Longleng	Assessing and Registering authority, DDO and APIO under RTI Act, 2005
38	Commercial State Tax Officer	Field inspection and preparation of reports.
Assistant Commissioner of State Taxes, Mon		
39	Sh. H. Ngamwang Konyak, Assistant Commissioner of State Taxes, Mon	Assessing and Registering authority, DDO and APIO under RTI Act, 2005
40	Commercial State Tax Officer	Field inspection and preparation of reports.
Assistant Commissioner of State Taxes, Zunheboto		
41	Sh Merenchuba, Assistant Commissioner of State Taxes, Zunheboto	Assessing and Registering authority, DDO and APIO under RTI Act, 2005
42	Commercial State Tax Officer	Field inspection and preparation of reports.
Deputy Commissioner of State Taxes (MS), Dimapur		
43	Sh. Y Toshi Yimchunger, Deputy Commissioner of State Taxes (MS)	Supervise the functioning of the Mobile Squad and APIO under RTI Act, 2005
44	Sh. Zulutemba Longkumer, Assistant Commissioner of State Taxes (MS)	Conduct search and seizures, Assist the Deputy Commissioner of State Taxes (MS)
45	Commercial State Tax Officer	Assist the Assistant Commissioner of State Taxes and Deputy Commissioner of State Taxes.
Deputy Commissioner of State Taxes, Chumukedima Zone		
46	Sm. Orenponi, Deputy Commissioner of State Taxes	Certificate officer, DDO and PIO under RTI Act, 2005
47	Sh. Zulutemba, Assistant Commissioner of State Taxes, Dimapur Ward-A	Assessing and Registering authority
48	Sh. Jinyang Imlong, Assistant Commissioner of	Assessing and Registering authority

	State Taxes, Dimapur Ward-B	
49	Commercial State Tax Officer	Field inspection and preparation of reports.

MANUAL-IV

The norms set up for discharging of its functions

Since the inception of the Department, the Department has been extending all possible assistance to the Tax Payers and compliance with the provisions of the GST Laws Enforced in the State are encouraged. From time to time, the Department also publishes GST FAQs in all local dailies for general information and compliance by all the tax payers.

Manner in which different types of works are attended to (e.g. ordinary, Urgent and confidential matters:

The functions of the department are quasi-judicial. All matters relating to implementation of various taxation laws enforced in the state are attended to as per the provision of the Acts and Rules and are classified as confidential matters. Updating of RTI Manual and furnishing information under the RTI Act, 2005 and other important correspondences with state and central government offices are attended to on priority basis depending on the nature of the case and are classified as urgent matters. Other normal and regular correspondences are classified as routine matters

MANUAL-V

Acts and Rules, Regulations, Instructions, Manuals and Records held by it or under its control or used by its employees for discharging its functions:

- (a) Goods and Services Tax Act, 2017
- (b) The Nagaland (Sales of Petroleum & Petroleum Products including Motor Spirit and Lubricants) Taxation Act, 1967 and Rules, 1970;
- (c) The Nagaland Professions Trades, Calling and Employment Taxation Act, 1968 and Rules made thereunder;

In addition, the Nagaland Government Servant Conduct Rules, 1968; the Nagaland Service (Discipline and Appeal) Rules, 1967; Leave Rules; F.R./S.R., R.O.P. Rules, Central Treasury Rules, Pension Rules and other Government standing orders and instructions issued from time to time are followed by its employees for discharge of official duties and functions.

MANUAL-VI

A Statement of Categories of Document that are Held by it or under its Control.

The department maintains files and documents that can be classified 'secret' 'confidential' and 'routine' are kept in the custody of the various branches as per internal work allocation. Correspondences relating to proper and better administration of the various taxation laws enforced in the state and smooth functioning of the department, notifications, circulars, Office memorandum etc., are classified as Administrative. Matters relating to appointment transfer and posting, service books, APAR etc., are classified as Establishment.

Sl. No	Nature/ Category of the Document	Name of the Document	Procedure to obtain the Document	Held by / Under Control of
	Secret, Confidential and Routine	Notifications, Circulars, Office Memorandum	By spl courier	Commissioner

MANUAL – VII

The particulars of any arrangements that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof:

The department, being a technical and quasi-judicial in nature implements and enforces the tax laws and ensures better tax collection. The department gives its views as and when sought for and also suggests and proposes to the government for suitable amendment of the Act and Rules in the interest of public revenue. We have a common GST portal, Pan India. For better tax services, the department has developed its own website for delivery of e-services to the tax payers and the citizens. It has a helpdesk to attend queries relating to any tax matters.

MANUAL – 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, Committees and other bodies are open to the public, or the minutes of such meetings are accessible to the public:

The department has two levels of DPCs. The DPC for the gazette officers consist of the Chairman of the NPSC as Chairman, Finance Commissioner or his nominee as member, Secretary, P&AR or nominated by the Secretary P&AR as member and Commissioner of Taxes or his subordinate officer as

member secretary. The DPC for the non-gazetted subordinate staffs consists of Commissioner of Taxes as Chairman, one departmental senior officer as member secretary, representative from P&AR as member and representative from Finance department as member.

The department also constitutes Selection Boards from time to time for appointment of various posts in the department. In addition, Departmental Screening Committees are also constituted from time to time to examine and clear grant of financial up gradation benefits to its employees under A.C.P Sche

Manual –IX

A Directory of its Officers and Employees:

<i>Sl. No.</i>	<i>Name</i>	<i>Designation</i>	<i>Place</i>	<i>Mobile number</i>
1.	Shri Abhinav Shivam, IAS	Commissioner of State Taxes	Directorate	9717824814
2.	Shri. Y. Mhathung Murry	Special Commr. of State Taxes	Directorate	9436003596
3.	Shri. C. Lima Imsong	Addl. Commr. of State Taxes (I)	Directorate	9436003727
4.	Smti. N. Areni Patton	Addl. Commr. of State Taxes (II)	Directorate	7085169839
5.	Shri. Imosong Imsong	Joint Commr. of State Taxes (I)	Directorate	9402696695
6.	Smti. Lirila Sangtam	Joint Commr. of State Taxes(II)	Directorate	9436017204
7.	Smti. Nitoli Sema	Joint Commissioner of State Taxes (III)		8974061411 9615223847 9436013329
8.	Smti. Tokatoli Sohe	Deputy Commissioner of State Taxes (Hq)	Dimapur	9436112514
9.	Smti. Yanbeni Humtsoe	Asstt. Commr. of State Taxes (HQ)	Directorate	9612126295
10.	Shri. Lusang	Registrar	Directorate	9612165426
11.	Shri. Dokho Phira	Sr. Accounts Officer	Directorate	8787484515
12.	Shri. Imlisanen Longchar	Programme Officer	Directorate	9436015144
13.	Shri. Rongpangmeren Tzudir	Steno Gr-III	Directorate	9436600751
14.	Smti. Imtilangla Longkumer	Steno (Gr-III)	Directorate	9863993232

15.	Smti. Tsuknungrenla	Steno (Gr-III)	Directorate	7005289968
16.	Smti. Flora T Patton	AOS	Directorate	8794215144
17.	Shri E. Mhabemo	AOS	Directorate	9436267403
18.	Shri. Satminthang Guite	UDA	Directorate	9436832351
19.	Smti. Chumbeni Murry	UDA	Directorate	8014427279
20.	Smti. Wewule Thopi	UDA	Directorate	9436403984
21.	Smt. Pfucukha-u Wetsah	UDA	Directorate	9436077893
22.	Shri. Shime Jamir	LDA (Contract)	Directorate	8259824014
23.	Smti. J. Zuchano Kikon	LDA (Contract)	Directorate	9402433736
24.	Smti. Eunice Yephthomi	LDA (Contract)	Directorate	8415026261
25.	Shri. Subongmeren Ao	LDA (Contract)	Directorate	9856981973
26.	Smti. Nikmenmenla Changkiri	LDA (Contract)	Directorate	9811698405
27.	Shri. Wingambo	LDA (Contract)	Directorate	9402042454
28.	Shri. Visielhou Chupuo	LDA (Contract)	Directorate	9774610379
29.	Shri. Zasivilie Chasie	LDA	Directorate	9856257358
30.	Smti. Bendangkokla	Typist Gr-III	Directorate	9862438773
31.	Smti. Bamzeu Liegise	Typist Gr-I	Directorate	9089686169
32.	Smti. Vitoungu-ü Chasie	Typist. Gr.-I	Directorate	9862157394
33.	Shri. Lenkhomang Gangte	Duftry	Directorate	8974455968
34.	Shri. Asakho	MTS	Directorate	9436432521
35.	Shri. Tsito	MTS	Directorate	9615598040
36.	Shri. Kedutso	MTS	Directorate	7005248427
37.	Smti. Lily Murry	MTS	Directorate	9615548268
38.	Smti. Zubeni	MTS	Directorate	9612500277
39.	Shri. Thilixu Aye	MTS	Directorate	

40.	Smti. Imchizungla Longkumer	MTS Fixed Paid	Directorate	9863001783
41.	Shri. Ruopfuvizo Rio	MTS	Directorate	
42.	Smti. I. Sungtinaro	MTS	Directorate	7005649842
43.	Shri. Solomon	Driver	Directorate	9436670447
44.	Shri. Jasper Imsong	Driver	Directorate	8575176342
45.	Shri. Nnio Mirry	Driver	Directorate	
46.	Shri. Meyesunep	MTS	Directorate	8974509572
47.	Smti. Chumchano Lotha	MTS	Directorate	9089410845
48.	Smti. Sashinungla	MTS (Fixed Paid)	Directorate	9612466590
49.	Smti. Neithono	MTS (Fixed Paid)	Directorate	8414974285
50.	Smti. Lichumbeni	Computer Operator (Fixed Paid)	Directorate	7005105560
51.	Shri. Y Toshi Yimchunger	Deputy Commissioner of State Taxes	Dimapur (MS)	9233794716
52.	Shri. Zulutemsu	Assistant Commissioner of State Taxes	Dimapur (MS)	9436011101
53.	Shri. Ngullie Aaron M. Mhonbemo	Commercial State Tax Officer	Dimapur (MS)	8826610318
54.	Shri. Mughapu Swu	Commercial State Tax Officer	Dimapur (MS)	8787535474
55.	Smti. Sentikala Sanglir	Commercial State Tax Officer	Dimapur (MS)	9862193291
56.	Shri. Alemwabang	Commercial State Tax Officer	Dimapur (MS)	7005805561
57.	Shri. Bendangtemsu	Commercial State Tax Officer	Dimapur (MS)	7005423544
58.	Smti. Liisii Thur	Commercial State Tax Officer	Dimapur (MS)	8794280127
59.	Smti Viki Sumi	Commercial State Tax Officer	Dimapur (MS)	7630915167
60.	Smti. Nisheli Awomi	LDA (Contract)	Dimapur (MS)	9089367009
61.	Smti. Inatoli Sema	LDA (Contract)	Dimapur (MS)	7005658557
62.	Shri. Kezhangulie Kire	LDA (Contract)	Dimapur (MS)	

63.	Shri. Vikato	LDA (Contract)	Dimapur (MS)	8730075380
64.	Shri. Irangteing	LDA (Contract)	Dimapur (MS)	9436390668
65.	Smti. Mesue	LDA (Contract)	Dimapur (MS)	804698471
66.	Smti. Tiajungla Jamir	UDA	Dimapur (MS)	9774309942
67.	Smti. Nzamoni Patton	UDA	Dimapur (MS)	9774335749
68.	Shri. Prem Bahadur Chetri	Driver	Zunheboto	
69.	Shri. Suresh Thapa	Driver	Dimapur (MS)	8416059710
70.	Shri.Pongshen Jamir	Checker	Dimapur (MS)	9856583843
71.	Shri.Imtiyanger	Checker	Dimapur (MS)	9402988334
72.	Shri. M. Sentiyanger	Checker	Dimapur (MS)	9436178667
73.	Shri. K.Tochi	Checker	Dimapur (MS)	9402009921
74.	Shri. Merentemjen	Checker	Dimapur (MS)	9436424665
75.	Shri. Aman Konyak	Checker	Dimapur (MS)	9612315627
76.	Shri. R. Odyuo	Checker	Dimapur (MS)	9436260943
77.	Shri.Arenjenba.	Checker	Dimapur (MS)	8575770182
78.	Shri.Velato Thira	Checker	Dimapur (MS)	9856309030
79.	Shri.Nievizokho Kense	Checker	Dimapur (MS)	9856681165
80.	Shri.Langlem Konyak	Checker	Dimapur (MS)	9436602516
81.	Shri.Mhasilhousier	Checker	Dimapur (MS)	9856359668
82.	Shri.Limatongzuk	Checker	Dimapur (MS)	9774195956
83.	Shri. Anato Sema	Checker	Dimapur (MS)	9856827914
84.	Shri. Rangteileu	Checker	Dimapur (MS)	9436211328
85.	Shri. Hetovi Achumi	Checker	Dimapur (MS)	9615936853
86.	Smti. N.Hotoli	Checker	Dimapur (MS)	9436425394
87.	Shri. Moanungba Walling	Checker	Dimapur (MS)	9436267728

88.	Shri.Shempha Konyak	Checker	Dimapur (MS)	9436446813
89.	Shri. T. Nikheto Sema	Checker	Dimapur (MS)	8731888545
90.	Shri. Hutovi Chishi	Checker	Dimapur (MS)	
91.	Shri. Hotolu Z.Yeptho	Checker	Dimapur (MS)	
92.	Shri. Jangkhokam Hangsing	Checker	Dimapur (MS)	8729978969
93.	Shri. Wochumo Odyuo	MTS	Dimapur (MS)	9612191896
94.	Shri. Atoi Sema	MTS	Dimapur (MS)	9436267501
95.	Shri Akheto	MTS	Dimapur (MS)	8132915803
96.	Shri Artong	MTS	Dimapur (MS)	9862854336
97.	Smti. I.Imsejungla	Commercial State Tax Officer	Tuensang	8575017641
98.	Shri. Thsidilong	Commercial State Tax Officer	Tuensang	9612171167
99.	Shri. Mongko P Chang	Commercial State Tax Officer	Tuensang	7005011731
100.	Shri.Anungba Ao	HA	Tuensang	9612135801
101.	Shri. S.Rangsingba Sangtam	UDA	Tuensang	9402644859
102.	Shri. Likhumse Sangtam	UDA	Tuensang	9612361447
103.	Shri. Hanvang Phom	LDA	Tuensang	7085290184
104.	Shri. Pesing Khamniungan	LDA(Contract)	Tuensang	8974666147
105.	Shri. C. Sulim	Driver	Tuensang	9402633991
106.	Shri. I. Moba	MTS	Tuensang	9612969300
107.	Shri.Khoniyejong	MTS	Tuensang	8732074774
108.	Shri. C.Thango	MTS	Tuensang	8415824975
109.	Shri. L Shingnia Khamniungan	MTS	Tuensang	9862414406
110.	Shri. L.Longshong Phom	MTS	Tuensang	9612098336
111.	Shri. Tethnsomong J Sangtam	MTS	Kiphire	8732096695
112.	Shri. Yangseri Sangtam	MTS	Tuensang	9774326967

113.	Shri. Keyichetlube Peme	Assistant Commissioner of State Taxes	Phek	9615101737
114.	Shri Souvitho Nyusou	Commercial State Tax Officer	Phek	986755826
115.	Smti. Elinyilou Thopi	Commercial State Tax Officer	Phek	-
116.	Shri. Mhaseyi	Sr.H.A	Kohima	9436210202
117.	Smti. Merilo Shitiri	LDA Contract	Phek	9774698227
118.	Shri. Vekho Nyekha	UDA	Phek	8974267615
119.	Shri Kedoutsolhi	MTS	Phek	90896022026
120.	Shri Zonie Koza	MTS	Phek	8974925739
121.	Shri Kope Krono	Driver	Phek	96123674421
122.	Shri. Duvoto Venuh	MTS	Phek	9862799836
123.	Shri. Toshi Yimchunger	Assistant Commissioner of State Taxes	Wokha	9233794716
124.	Shri. N. Irangsalung	Commercial State Tax Officer	Wokha	9862386235
125.	Smti. GlorY Yanthan	Sr.H.A	Wokha	8414955298
126.	Smti. Meribeni Patton	LDA Contract	Wokha	9615551660
127.	Smti. N. Mhono Ngulie	UDA	Wokha	8974520828
128.	Shri. Orenthung W Tungoe	Typist	Wokha	9862938489
129.	Shri. Orenthung Tsopoe	Driver	Wokha	9856884142
130.	Shri C. Chumchamo Patton	MTS	Wokha	9862259355
131.	Smti. Zareni Lotha	MTS	Wokha	9402643917
132.	Shri Merenchuba	Assistant Commissioner of State Taxes	Zunheboto	9856894566
133.	Smti Erika Swu	Commercial State Tax Officer	Zunheboto	8575969722
134.	Shri. Bimomo Ovung	Sr.H.A	Zunheboto	9862761759
135.	Shri. Lanu Tzudir	HA.	Zunheboto	8794974539
136.	Smti. Toli Yeptho	LDA(Contract)	Zunheboto	7005535255

137.	Shri Kughaho Sumi	MTS	Zunheboto	6009325379
138.	Smti. S. Liho Sumi	MTS	Zunheboto	7085378590
139.	Smti.Mughatoli Zhimomi	MTS	Zunheboto	8415083635
140.	Shri. K. Semato Sumi	MTS	Zunheboto	8416012322
141.	Shri. H.Ngamwang Konyak	Assistant Commissioner of State Taxes	Mon	9436609506
142.	Shri Kokdiba Sangtam	Commercial State Tax Officer	Mon	8974663875
143.	Smti. M. Tsuwing Khamniungan	Commercial State Tax Officer	Mon	9774248733
144.	Smti. Imtisenla Jamir	Sr. H.A	Mon	8413053846
145.	Shri. Ahon Konyak	LDA (Contract)	Mon	9862943275
146.	Shri. Wangmoi Konyak	UDA	Mon	9612416582
147.	Smti Linyu Konyak	Typist	Mon	8119848268
148.	Shri. Khongam Konyak	MTS	Mon	8413985024
149.	Smti. Yashirenla	MTS	Mon	9862386933
150.	Smti. P. Chingyah Konyak	MTS	Mon	8413821581
151.	Shri. Akai Konyak	MTS	Mon	-
152.	Shri I. Mughato Aye	Deputy Commissioner of State Taxes	Mokokchung	9436002309
153.	Smti Chubanaro	Assistant Commissioner of State Taxes	Mokokchung	9862419377
154.	Smti Roselinda Longchar	Commercial State Tax Officer	Mokokchung	8119840260
155.	Shri. Vikavi Z. Assumi	Commercial State Tax Officer	Mokokchung	7005224658
156.	Smti. Imtinohetla	Sr. H.A	Mokokchung	9436013368
157.	Smti Neisakhonuo	UDA	Mokokchung	9856201908
158.	Shri Kerido Yimchunger	UDA	Mokokchung	9862818981
159.	Shri Imkum Pongener	LDA (Contract)	Mokokchung	8014086201

160.	Shri Bendangkokba Longkumer	L.D.A Contract	Mokokchung	9612539681
161.	Shri T.Temjen Jamir	Driver	Mokokchung	9612937222
162.	Shri Tsuktimongba	Driver	Mokokchung	8575421521
163.	Shri Chubangangtet	MTS	Mokokchung	9612633792
164.	Smti Sashimongla	MTS	Mokokchung	9089442543
165.	Shri Temjensowa	MTS	Mokokchung	9856538389
166.	Smti Imlirenla	MTS	Mokokchung	8794974494
167.	Shri Benjongkumba	MTS	Mokokchung	8131859271
168.	Shri O.Among Sanglir	MTS	Mokokchung	9856189871
169.	Shri Lanuonen	MTS fixed paid	Mokokchung	8837078821
170.	Smti. Chevitschu Nyuthe	Deputy Commissioner of State Taxes	Dimapur	9436066620
171.	Shri. Atener Aier	Assistant Commissioner of State Taxes	Dimapur, Ward-C.	9612097040
172.	Smti. Moasenla	Assistant Commissioner of State Taxes	Dimapur, Ward-E	
173.	Shri. Poshutho	Assistant Commissioner of State Taxes	Dimapur, Ward-F.	9856780808
174.	Smti. Abeni Lotha	Assistant Commissioner of State Taxes	Dimapur, Ward-A	8794730802
175.	Shri. E. Ongshu Phom	Commercial State Tax Officer	Wokha	9862843216
176.	Shri. Boska K Yeputhomi	Commercial State Tax Officer	Dimapur	8413002226
177.	Shri. T. Taushei	Commercial State Tax Officer	Dimapur	8612010167
178.	Smti. Yanthrongla Yimchunger	Commercial State Tax Officer	Dimapur	8414850420
179.	Smti. Lanurenla I. Imsong	Commercial State Tax Officer	Dimapur	8575956108
180.	Shri. Myingthungbemo Patton	Commercial State Tax Officer	Dimapur	9862028128
181.	Smti. Moasenla	Commercial State Tax Officer	Dimapur	9856040970

182.	Smti. M. Chibeni Lotha	Assistant Commissioner of State Taxes	Wokha/Peren	8822085250
183.	Smti. Themneiting Hangsingh	Sr.HA	Dimapur	9436261062
184.	Shri. Kevikhrietuo Metha	U.D.A	Dimapur	9436804931
185.	Shri. Keneisetuo Ziekhru	U.D.A	Dimapur	8413041940
186.	Smti.Kimniething Hangsingh	U.D.A	Dimapur	9436266063
187.	Smti.Paunam Meru	U.D.A.	Dimapur	8014151276
188.	Shri. T. Ademo Murry	U.D.A	Dimapur	8729998177
189.	Shri. Jeange Yanlem	U.D.A	Dimapur	8974849080
190.	Shri. Robin K. Rochill	LDA (Contract)	Dimapur	9862227406
191.	Shri. Neivizolie Kense	LDA (Contract)	Dimapur	9856758798
192.	Shri. Ikaho Aye	LDA (Contract)	Dimapur	9774691302
193.	Shri. Imato Ayemi	LDA (Contract)	Dimapur	9774011750
194.	Shri. Benedict Humtsoe	LDA (Contract)	Dimapur	9862229890
195.	Shri. Heshika Yephthomi	LDA (Contract)	Dimapur	8974155935
196.	Shri. Atsusangba	LDA (Contract)	Dimapur	9089773588
197.	Shri. Tekhengu-u Kezo	LDA (Contract)	Dimapur	8794546360
198.	Shri. Buchong Lushing	LDA (Contract)	Dimapur	9612784363
199.	Smti. Tiajenla	LDA (Contract)	Dimapur	9436207999
200.	Shri. Ghuvish K. Yeptho	LDA (Contract)	Dimapur	7005159257
201.	Shri Lungyisappe	LDA (Contract)	Dimapur	8974397171
202.	Shri. Heigum	UDA	Dimapur	7085760721
203.	Smti. Bendangrunla Anar	UDA	Chumoukedima	9862438103
204.	Shri. Kedosetuo Vimera	MTS	Dimapur	9856213256
205.	Shri. Razhusilie Visezuo	MTS	Dimapur	9774463280
206.	Shri. C. Berithung Murry	MTS	Dimapur	9089990650

207.	Shri. H.Winsha Konyak	MTS	Dimapur	9612371073
208.	Shri. P. Tinglei Konyak	MTS	Dimapur	9862754315
209.	Shri. Imnasungba	MTS	Dimapur	8257050141
210.	Smti.Tarenjungla Sempo	MTS	Dimapur	8974795997
211.	Shri. Paukuleu	MTS	Peren	6909028293
212.	Shri Imlitoshi	MTS	Dimapur	8415005070
213.	Shri Moamonger	MTS	Dimapur	8413034555
214.	Shri Phyophenthung	MTS	Dimapur	
215.	Shri Wati Lkr	Driver	Dimapur	8787583325
216.	Shri Pauzan Zealing	Driver	Dimapur	8575498338
217.	Shri Vikhonu Shiju	Driver	Dimapur	7085653402
218.	Shri. Akato Zhimo	Driver	Dimapur	8575872580
219.	Shri. Tito G. Aye	Driver	Dimapur	8415830020
220.	Shri. Nokisangba	Driver	Dimapur	8356960046
221.	Shri. Richard Achumi	Driver	Dimapur	8119024734
222.	Shri. Roley Yeptho	Driver	Dimapur	9612578950
223.	Smti. Orenponi	Deputy Commissioner of State Taxes	Chumoukedima	9774574357
224.	Shri Jimyang Imlong	Assistant Commissioner of State Taxes	Chumoukedima, Ward-B.	9436079834
225.	Smti. Vinika Hoho	Commercial State Tax Officer	Chumoukedima	9402014350
226.	Shri. Rokovisie More	Commercial State Tax Officer	Mobile Squad	8730896952
227.	Shri Langphong Wanmai	Commercial State Tax Officer	Chumoukedima	9862853466
228.	Shri. T.Chanbemo Kikon	Commercial State Tax Officer	Chumoukedima	9089731542
229.	Smti. Rongsenkala	Commercial State Tax Officer	Chumoukedima	8974195915
230.	Smti. Mhabeni Lotha	Commercial State Tax Officer	Chumoukedima	9615624697

231.	Shri. Vekhozo Dozo	Deputy Commissioner of State Taxes	Kohima	9856668161
232.	Shri Yanrenthung Yanthan	Assistant Commissioser of State Taxes	Kohima	9862875382
233.	Shri. Bendangchuba	Assistant Commissioner of State Taxes	Kohima	9402809264
234.	Smti Remasangla	Assistant Commissioner of State Taxes	Kohima	9856847126
235.	Smti. Rechanaro Imchen	Commercial State Tax Officer	Kohima	9774001103
236.	Smti. Liyingbeni Kikon	Commercial State Tax Officer	Kohima	8794674726
237.	Shri. Vizayie Kar	Commercial State Tax Officer	Kohima	9615201355
238.	Shri B.Sangro Aier	Commercial State Tax Officer	Kohima	9436602972
239.	Shri. Merenkaba	Commercial State Tax Officer	Kohima	9612166007
240.	Shri. Rokovito Peseyie	Commercial State Tax Officer	Kohima	9366569195
241.	Shri. Vilakhoto Thatso	UDA	Kohima	8575698808
242.	Smti. Alakunu Khieya	LDA (Contract)	Kohima	8974998276
243.	Smti. Watisenla	LDA (Contract)	Kohima	9615936778
244.	Smti.Lazonuo Kengurise	LDA (Contract)	Kohima	8119022994
245.	Shri. Neikemhiezo Mere	LDA (Contract)	Kohima	8258093272
246.	Shri. Rokovisie More	Commercial State Tax Officer	Mobile Squad	8730896952
247.	Shri. Arangbe Meru	LDA (Contract)	Kohima	9402205249
248.	Smt. Medosenuo Richa	Typist	Kohima	9436604843
249.	Smti.Kereilhou-u Rupreo	Typist	Kohima	9436601790
250.	Shri Langphong Wanmai	Commercial State Tax Officer	Chumoukedima	9862853466
251.	Shri. T.Chanbemo Kikon	Commercial State Tax Officer	Chumoukedima	9089731542
252.	Shri. Kiyekha Sema	Driver	Kohima	9862743796
253.	Shri. Nechanlo Kemp	Driver	Kohima	9856581582

254.	Shri. Tepusatuo Kulnu	Driver	Kohima	8014847251
255.	Shri. Mopa Konyak	Driver	Kohima	9621015683
256.	Shri. Aotongpang	Driver	Kohima	7085270911
257.	Shri. Kevizelie Venuh	MTS	Kohima	9856349422
258.	Shri. Lhiwepre Lesuh	MTS	Kohima	9774422302
259.	Shri.Kito Temi	MTS	Kohima	7005089014
260.	Shri. Zevilhoulie	MTS	Kohima	8575768670
261.	Smti. Kevitsonuo Tepudil	MTS	Kohima	9856535649
262.	Shri. Tej Bahadur	MTS	Kohima	9089842168
263.	Shri. Kekhrieneizo Metha	MTS	Kohima	9856535649
264.	Smti. Kevilhoulie Angami	MTS	Kohima	9615609793
265.	Smti. Medosenuo Dzeyie	MTS Fixed	Kohima	936633410

MANUAL- X

Monthly remuneration received by officers & employees including system of compensation [Section 4 (1)(b)(x)]

Sl. No.	Name	Designation	Pay Matrix Level	Gross Salary
1	2	3	4	5
1	Abhinav Shivam, IAS	Commissioner of State Taxes	Level-12	178320
2	Y.Mhathung Murry	Special Commissioner of State Taxes	Level-18	263719
3	C. Lima Imsong	Addl. Commissioner of State Taxes (I)	Level-17	162654
4	N. Areni Patton	Addl. Commissioner of State Taxes (II)	Level-16	131392
5	Imosong Imsong	Joint Commissioner of State Taxes (I)	Level-16	131392
6	Lirila Sangtam	Joint Commissioner of State Taxes (II)	Level-15	128158
7	Nitoli Sema	Joint Commissioner of State Taxes(III)	Level-16	139024
8	Tokatoli Sohe	Dy. Commissioner of State Taxes (HQ)	Level-15	117182
8	Vekhozo Dozo	Dy. Commissioner of State Taxes	Level-15	122677
9	Chievitshu Nyuthe	Dy. Commissioner of State Taxes	Level-15	117378
10	Y Toshi Yimchunger	Dy. Commissioner of State Taxes	Level-15	113528
12	Orenponi Yanthan	Dy. Commissioner of State Taxes	Level-15	113528

12	I.Mughato Aye	Dy. Commissioner of State Taxes	Level-15	107060
14	L. Yanbeni Humtsoe	Astt. Com. of State Taxes	Level-13	100900
13	Tokatoli Shohe	Astt. Com. of State Taxes	Level-13	100900
16	Atener Aier	Astt. Com. of State Taxes	Level-13	97974
14	Zulutemsu	Astt. Com. of State Taxes	Level-13	105450
15	Jimyang Imlong	Astt. Com. of State Taxes	Level-13	100900
16	Yanrenthung Yanthan	Astt. Com. of State Taxes	Level-13	90428
17	Bendangchuba	Astt. Com. of State Taxes	Level-13	97974
18	Poshutho	Astt. Com. of State Taxes	Level-13	97974
19	Chubanaro	Astt. Com. of State Taxes	Level-13	95202
20	Y.Chintuk Phom	Astt. Com. of State Taxes	Level-13	97974
21	Keyichetlube Peme	Astt. Com. of State Taxes	Level-13	93046
22	H. Ngamwang Konyak	Astt. Com. of State Taxes	Level-13	90882
23	Merenchuba	Astt. Com. of State Taxes	Level-13	82882
24	Remasangla	Astt. Com. of State Taxes	Level-13	87810
25	Abeni Lotha	Astt. Com. of State Taxes	Level-13	90428
26	Lusang	Registrar	Level-14	97985
27	Imlisanen	Programme officer	Level-13	113270
28	M.Chibeni Lotha	Astt. Com. of State Taxes	Level-13	
29	Moasenla	Astt. Com. of State Taxes	Level-13	
30	E. Ongshau Phom	C.S.T.O	Level-11	85346
31	Rongsenkala	C.S.T.O	Level-11	94502
32	Mhabeni Lotha	C.S.T.O	Level-11	75798
33	Vinika Holo	C.S.T.O	Level-11	79207

34	Rechanaro Imchen	C.S.T.O	Level-11	89189
35	N. Irangsaplung	C.S.T.O	Level-11	73642
36	B. Sangro Aier	C.S.T.O	Level-11	89189
37	Viki Sumi	C.S.T.O	Level-11	82626
38	Elika Swu	C.S.T.O	Level-11	71902
39	Liyngbeni Kikon	C.S.T.O	Level-11	81622
40	Langphong Wanmai	C.S.T.O	Level-11	81622
41	Liisii Thurr	C.S.T.O	Level-11	90287
42	Merenkaba	C.S.T.O	Level-11	71486
43	Vizayie Kar	C.S.T.O	Level-11	71486
44	Sentikala Sanglir	C.S.T.O	Level-11	71486
45	Rokovisie Mor	C.S.T.O	Level-11	71486
46	Rokovito Peseyie	C.S.T.O	Level-11	65480
50	Alemwabang	C.S.T.O	Level-11	85346
51	Roselinda Longchar	C.S.T.O	Level-11	75798
52	Bendangtemsu	C.S.T.O	Level-11	82626
53	Yanthrongla Yimchunger	C.S.T.O	Level-11	71486
54	Lanurenla I. Imsong	C.S.T.O	Level-11	69484
55	Vikavi Z Assumi	C.S.T.O	Level-11	71486
56	I. Imsejungla	C.S.T.O	Level-11	68450
57	Thsidilong	C.S.T.O	Level-11	64538
58	Boska K Yeputhomi	C.S.T.O	Level-11	71486
59	Mongko P Chang	C.S.T.O	Level-11	62736
60	Kokdiba Sangtam	C.S.T.O	Level-11	82882
61	Taushei	C.S.T.O	Level-11	71486
62	M. Tsuwing Khamniugan	C.S.T.O	Level-11	69484
63	Myingthungbemo Patton	C.S.T.O	Level-11	71486
64	Mughapu Swu	C.S.T.O	Level-11	75617
65	Souvitho Nyusou	C.S.T.O	Level-11	71486
66	T. Chambemo Kikon	C.S.T.O	Level-11	71486
67	Ngullie Aaron M Mhonbemo	C.S.T.O	Level-11	75617
68	Elinyilou Thopi	C.S.T.O	Level-11	69484
69	W. Henloi Phom	Sr. HA	Level-11	82882
70	E. Mhabemo Ovung	AOS(Directorate)	Level-	67304
71	Flora T.Patton	AOS(Directorate)	Level-11	65900
72	Imtinochetla	HA.Sr	Level-1	

73	Themneiting Hangsing	HA.Sr	Level-1	
74	Neisakhono	UDA (District)	Level-7	36990
75	Kiminiething Hangsing	UDA (District)	Level-7	48616
76	Keneisetuo Ziekhru	UDA (District)	Level-7	47226
77	Kevikhrietuo Metha	UDA (District)	Level-7	57010
78	Paunam Meru	UDA (District)	Level-7	44585
79	T. Ademo Murry	UDA (District.)	Level-7	39707
80	M. Jeange Yanlem	UDA (District)	Level-4	40832
81	Bimomo Ovung	HA.Sr	Level-7	66250
82	Mhaseyi Lohe	UDA (District)	Level-10	59012
83	Wewelu Thopi	UDA (DTE	Level-8	58502
84	Pfucukha-u Wetsah	UDA (DTE	Level-8	58502
85	Chumbeni Murry	UDA (DTE)	Level-8	61925
86	Satminthang Guite	UDA (DTE	Level-8	65674
87	Gloria Yanthan	Sr.HA	Level-11	68252
88	Imtisenla Jamir	Sr.HA	Level-11	62246
89	Anungba Ao	Sr.HA	Level-11	74104
90	Lanu Tzudir	HA	Level-7	57010
91	S.Rangsingba Sangtam	UDA (District)	Level-7	49310
92	Likhumse Sangtam	UDA (District)	Level-7	43920
93	Eunice	LDA (Directorate)	Level-5	39315
94	Visielhou Chupuo	LDA (Directorate)	Level-5	37114
95	Shime Jamir	LDA (Directorate)	Level-5	36746
96	Subongmeren	LDA (Directorate)	Level-5	39315
97	J.Zuchano Kikon	LDA (Directorate)	Level-5	40510
98	Wingambo	LDA (Directorate)	Level-5	38240
99	Nikmenmenla	LDA (Directorate)	Level-5	39315
100	Zasivillie Chase	LDA (Directorate)	Level-5	53506
101	Atsusangba	LDA (District.)	Level-4	28919
102	Neivizolie Kense	LDA (District.)	Level-4	29772
103	Hesheka Yephthomi	LDA (District.)	Level-4	28919
104	Ikaho Aye	LDA (District.)	Level-4	29772
105	Imato Ayemi	LDA (District.)	Level-4	29772
106	Robin K. Rochill	LDA (District.)	Level-4	29772
107	Benedict T.Humtsoe	LDA (District.)	Level-4	28919
108	Tekhengu-u Koza	LDA (District.)	Level-4	28919
109	S.Buchong Lushing	LDA (District.)	Level-4	28919
110	Tiajenla	LDA (District.)	Level-4	28919
111	Heigum	LDA (District)	Level-4	29573
112	Thejangukho Kehie	LDA (District.)	Level-4	25925
113	Guvish K. Yephthomi	LDA (Dist.)	Level-4	27905
114	Kezhangulie Kire	LDA (Dist.)	Level-4	34162
115	Inotoli Sema	LDA (Dist.)	Level-4	35182

116	Irangteing Hemang	LDA (Dist.)	Level-4	34162
117	Vikato Yepthomi	LDA (Dist.)	Level-4	34162
118	Nisheli Awomi	LDA(Dist)	Level-4	35182
119	Mesue	LDA (Dist.)	Level-4	30830
120	Tiajungla Jamir	UDA (Dist.)	Level-7	34526
121	Nzamani Patton	UDA (Dist.)	Level-7	34526
122	Vilakhoto Thatso	UDA (Dist.)	Level-7	43304
123	Alakunu Khieya	LDA (Dist.)	Level-4	37922
124	Watisenla	LDA (Dist.)	Level-4	37922
125	Lazonuo Kengursie	LDA (Dist.)	Level-4	36819
126	Nehemiah Nchang	LDA (Dist.)	Level-4	34026
127	Arangbe Meru	LDA (Dist.)	Level-4	35796
128	Neikemhiezo Mere	LDA (Dist.)	Level-4	36819
129	Bendangkokba Longkumer	LDA (Dist.)	Level-4	33142
130	Imkum Pongener	LDA (Dist.)	Level-4	34094
131	Lungyisappe	LDA (Dist.)	Level-4	34094
132	Kerido Yimchunger	UDA (Dist.)	Level-7	75952
133	Ahon T Konyak	LDA (Dist.)	Level-4	33516
134	Wangmoi Konyak	LDA (Dist.)	Level-4	31891
135	Merilo Shitiri	LDA (Dist.)	Level-4	34060
136	Vekho Nyekha	LDA (Dist.)	Level-4	34526
137	Hanvang Phom	LDA	Level-4	34526
138	Pesing Khiamniungan	LDA (Dist.)	Level-4	35182
139	Meribeni Patton	LDA (Dist.)	Level-4	37433
140	N. Mhono Ngulie	UDA (Dist.)	Level-7	43832
141	Toli Yeptho	LDA (Dist.)	Level-4	31034
142	Bendangrunla Anar	UDA (Dist.)	Level-7	43832
143	Imtilangla Longkumer	Stenographer Gr.III	Level-9	59080
144	Tsuknungrenla	Stenographer Gr.III	Level-9	56872
145	Rongpangmeren	Stenographer Gr.III	Level-9	97210
146	Bamzeu Legise	Typist Gr.I	Level-8	75943
147	Vitoungu-u Chase	Typist Gr.II	Level-5	64350
148	Linyu Konyak	Typist Gr.III	Level-6	58088
149	Kereilhou-u Rupreo	Typist Gr.III	Level-8	65788
150	Medosenuo Richa	Typist Gr.III	Level-8	64310
151	Orenthung W Tungoe	Typist	Level-8	69586
152	Solomon	Driver Gr.II	Level-6	62558
153	Prem Bahadur Chetri	Driver Gr.II	Level-6	56548
154	Roley Yeptho	Driver Gr.II	Level-3	31658
155	Jasper Imsong	Driver Gr.II	Level-9	71868
156	Nnio Murry	Driver Gr.II	Level-9	71868
157	Orenthung Tsopoe	Driver Gr.II	Level-8	69586

158	Suresh Thapa	Driver Gr.II	Level-9	71868
159	Pauzan Zeliang	Driver Gr.II	Level-6	44168
160	Vikhonu Shijol	Driver Gr.II	Level-6	44168
161	Wati Lkr	Driver Gr.III	Level-7	54641
162	Tito G. Aye	Driver Gr.III	Level-3	31658
163	Nokisangba	Driver Gr.III	Level-3	31658
164	Richard Achumi	Driver Gr.III	Level-3	31658
165	Akato Zhimomi	Driver	Level-3	31658
166	Mopa Konyak	Driver	Level-3	24200
167	Aotongpang	Driver	Level-3	24200
168	Kiyekha Sema	Driver	Level-7	72102
169	Nchenlo Kemp	Driver	Level-6	47462
170	Tepusato Kulnu	Driver Gr-III	Level-3	24200
171	T.Temjen Jamir	Driver Gr-III	Level-3	38068
172	Tsuktimongba	Driver	Level-3	36990
173	C.Sulim	Driver Gr-II	Level-6	48848
174	Kope Kronu	Driver	Level-6	53314
175	Rangteilu	Checker	Level-4	63555
176	K.Tochi	Checker	Level-2	59196
177	Moanungba Walling	Checker	Level-4	63555
178	Shempa Konyak	Checker	Level-4	63555
179	T.Nikheto Sema	Checker	Level-4	63555
180	Hutovi Chishi	Checker	Level-4	63555
181	Hetovi Achumi	Checker	Level-4	63555
182	S Langlem Konyak	Checker	Level-4	63555
183	Phongshen Jamir	Checker	Level-3	50011
184	Merentemjen	Checker	Level-4	61762
185	Limatongzuk	Checker	Level-4	61762
186	I.Roungdyo Odyuo	Checker	Level-4	61762
187	N. Hotoli	Checker	Level-4	53286
188	Vilato Thira	Checker	Level-3	50011
189	Anato K. Chishi	Checker	Level-3	50011
190	Aman Konyak	Checker	Level-3	50011
191	Imtiyanger	Checker	Level-3	49611
192	Jangkhokam Hangsing	Checker	Level-3	49211
193	Masilhousier	Checker	Level-3	49211
194	M.Sentiyanger	Checker	Level-3	49211
195	Arenjemba	Checker	Level-3	49211
196	Neivizokho Kense	Checker	Level-2	43920
197	Z.Hotolu Yephthomi	Checker	Level-2	33540
198	I.Sungtinaro Ao	MTS	Level-1	29290
199	Kedutso Therie	MTS	Level-1	40804
200	Asakho	MTS	Level-1	43796

201	Lily Murry	MTS	Level-1	41764
202	Lenkhomang Gangte	MTS	Level-1	52698
203	Tsito Rhakho	MTS	Level-1	41764
204	Zubeni Lotha	MTS	Level-1	41764
205	Thilixu Aye	MTS	Level-1	33140
206	Ruopfuvizo Rio	MTS	Level-1	26980
207	Lichumbeni	Computer Operator	Fixed Paid	5280
208	Imchizungla Longkumer	MTS	Fixed Paid	5280
209	Neithono	MTS	Fixed Paid	5280
210	Wochumo	MTS	Level-1	52236
211	Akheto	MTS	Level-3	56872
212	Atoi Sema	MTS	Level-3	57672
213	Artong	MTS	Level-1	45862
214	P.Tinglei Konyak	MTS	Level-1	26607
215	H.Wingsha Konyak	MTS	Level-1	26607
216	Imnasungba	MTS	Level-1	28183
217	Benrithung Murry	MTS	Level-1	28183
218	Kedosetuo Vimera	MTS	Level-1	35377
219	Moamonger Jamir	MTS	Level-1	38574
220	Sangbun Zeliang	MTS	Level-1	44968
221	Razhusielie Vesezuo	MTS	Level-1	28183
222	Tarenjungla Sempo	MTS	Level-1	26515
223	Paukuleu	MTS	Level-1	22345
224	Kevizelie Venuh	MTS	Level-3	51024
225	Lhiwepre Lasuh	MTS	Level-2	41764
226	Kito Temi	MTS	Level-1	20365
227	Zevilhulie	MTS	Level-1	34088
228	Tej Bahadur	MTS	Level-1	20365
229	Kevitsonuo Tepudil	MTS	Level-1	20970
230	Yashirenla	MTS	Level-1	27805
231	A. Akai Konyak	MTS	Level-1	27750
232	P.Chingyah Konyak	MTS	Level-1	26880
233	Chubangangtet	MTS	Level-1	50418
234	Benjongkumba	MTS	Level-1	33016
235	O. Among Sanglir	MTS	Level-1	33016
236	Sashimongla	MTS	Level-1	42564
237	Lanuonen	MTS	Fix paid	5205
238	Duvoto Venuh	MTS	Level-1	32862
239	I. Moba	MTS	Level-2	43796
240	C. Khoniyemjong	MTS	Level-2	43796
241	L. Shingnia Khamniungan	MTS	Level-1	33140
242	L.Longshong Phom	MTS	Level-1	32862

243	Tethsomong J Sangtam	MTS	Level-1	31938
244	C. Chumchamo Patton	MTS	Level-1	36866
245	Kughaho Sumi	MTS	Level-2	43796
246	S. Liho Sumi	MTS	Level-1	31938
247	C.Thango	MTS	Level-2	33940
248	Chumchano Lotha	MTS	Level-2	34864
249	Sashinungla	MTS	Fixed	5280
250	Imlirena	MTS	Level-2	42564
251	Kevilhau-ii Angami	MTS	Level-2	40804
252	K. Semato Sumi	MTS	Level-1	31014
253	Zonie-o Koza	MTS	Level-2	36712
254	Phyobenthung	MTS	Level-2	35377
255	C Meyesunep	MTS	Level-1	41764
256	Imlitoshi	MTS	Level-1	33433
257	Khrieneizo Metha	MTS	Level-2	42996
258	Temjensowa	MTS	Level-1	50418
259	Yangseri Sangtam	MTS	Level-2	42564
260	Zareni Lotha	MTS	Level-1	43796
261	Kedoutsolhi Khalo	MTS	Level-1	51958
262	Mughatoli Zhimomi	MTS	Level-1	31938
263	Khongam Konyak	MTS	Level-1	27405
264	Dokho Phira	Sr. Accounts Officer	Level-15	131689
265	Medosenuo Dzeyie	MTS	Fixed pay	5280

List of Vehicles Under the Department of Taxes:

Sl.No	Name & Disignation of Officers	Vehicle Registration No.	Type of Vehicle	Drivers attached to Officers.
1	Sh. ABHINAV SHIVAM, IAS Commissioner of State Taxes	NL-10C-1639	Innova	a) Solomon
				b) Vikhonu Shijo
2	Sh Y.Mhathung Murry, Special Commissioner of State Taxes	NL-10-C-3492	Scorpio- N	Jasper Imsong
3	Sh C.Lima Imsong Additional	NL 10 C3339	Bolero-neo	Pauzen Zeliang

	Commissioner of State Taxes-I			
4	Sm Areni Patton Additional Commissioner of State Taxes-II	NL-10-9710 NL-10-3967	Scorpio Bolero	Pangloi Phom
5	Shr Imosong Imsong, Joint Commissioner of Taxes Dimapur II	NL-10 C 0542	Scorpio	Nokisangba
6	Sm.Lirila Sangtam., Deputy Commissioner of State Taxes (HQ)	NL-10-8126	Bolero	Suresh Thapa
7	Sm. Orenponi Yanthan, Deputy Commissioner of State Taxes Chumukedima	NL-10-3315	Bolero	Rukukutoh Currah
8	Sh. Vekhozo Dozo, Deputy Commissioner of State Taxes Kohima	NL-10-C-1672	Bolero	
9	Sm Chievitshu Nyuthe, Deputy Commissioner of State Taxes Dimapur	NL-10-C-0098	Bolero	1.Richard Achumi 2. Akato Zhimomi
10	Sh. I.Mughato Aye, Deputy Commissioner of State Taxes Mokokchung	NL-10-C-2332	Bolero	T. Temjen Jamir
11	Sm. Nitoli Sema, Joint Commissioner of State Taxes Dimapur III	NL-10-3966	Bolero	P. Renpithung Ngullie
12	Sm. Tokatoli Sohe, Deputy Commissioner of State Taxes (HQ)	NL-10-3968	Bolero	
13	Sh. Jimyang Imlong, Assistant Commissioner of State Taxes ,Chumoukedima	NL-10-8304	Bolero	Wati Longkumer
14	Pool	NL-10-7321	Xylo	
15	Pool	NL-10-7701	Bolero	
16	Pool	NL-10-7007	GYPSY	
17	Pool	NL-10C- 0522	Bolero	
18	Pool	NL-10C- 6958	Bolero	
19	Sh. Dokho Phira, Sr. Accounts Officer	NL-10-8306	Bolero	
20	Sh. M. Yanrenthung Yanthan, Assistant Commissioner of State Taxes, Kohima	NL-10-C-0559	Bolero	Kiyekha
21	Sh. Aowati, Assistant Commissioner of State Taxes Mokokchung	NL-10-9638	Bolero	Nungshitemjen Jamir

22	Sm. L.Yanbeni Humtsoe, Assistant Commissioner of State Taxes (HQ)	NL-10-8854	Bolero	
23	Sh. Poshutho, Assistant Commissioner of State Taxes Kohima	NL-10-9641	Bolero	Tepusato Kulnu
24	Sh. Merenchuba , Assistant Commissioner of State Taxes, Zunheboto	NL-10-8852	Bolero	Prem Bahadur Chetri
25	Sh. Bendangchuba, Assistant Commissioner of State Taxes. Kohima	NL-10-7516	Bolero	
26	Sh. Zulutemsu, Assistant Commissioner of State Taxes, Mobile Squad	NL/10/C-0097	Gypsy	Tsuktimongba
27	Sh. Atener Aier, Superintendent of State Taxes, Dimapur	NL-10-C-0523	Bolero	
28	Sm. Chubanaro Assistant Commissioner of State Taxes Mokokchung.	NL-10-9640	Bolero	
29	Sh. Merenchuba Assistant Commissioner of State Taxes, Zunheboto	NL 10- 8852	Scorpio	
30	Sm. Remasangla Assistant Commissioner of State Taxes, Kohima	NL-10-8305	Bolero	
31	Sm. Abeni Lotha Assistant Commissioner of State Taxes, Dimapur Zone	NL-10-9149	Xylo	
32	Sh. Lusang, Registrar	NL-10C1120	Duster	
33	ACST, Tuensang	NL-10- 6924	Gypsy	C.Sulim
34	Sh. Imlisanen, Programm Officer	NL-10-8642	Bolero	
35	Sh. Keyiechetlube Pame	NL-10C-2331	Bolero	
36	Sh. H. Ngamwang Konyak, Assistant Commissioner of State Taxes, Mon.	NL-10-C-0866	Scorpio	
37	OSD Revenue, Pr. Secy.	NL-10-C-2097 NL-10-C-0510	Innova Bolero	
38	Directorate Pool	NL-10 9873	Creta	
39	Mobile Squad Pool	NL-10-C-0522	Bolero	
40	Mobile Squad Pool	NL-10-7007	Gypsy	

41	Directorate	NL 10C 1556 NL 10C1478	TVS Sports Bike 2 Nos	
42	Dimapur Unit	NL 10C 1475 NL 10C 1476 NL 10C 1477	TVS Sports Bike 3 Nos	
43	Kohima Unit	NL 10 C 1518	TVS Sports Bike 1 No.	
44	Mokokchung Unit	NL 10C 1517	TVS Sports Bike 1 No.	

MANUAL-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.

MANUAL-XIII

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

Sales to or by Canteen Store Department for Defence personnel are allowed to pay tax at a concessional rate of 1% on all taxable goods under the Nagaland Value Added Tax Act, 2005 as amended from time to time.

MANUAL-XIV

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

GST: To make a common tax law for all the states and a common market, all other taxes like Excise, Vat, Customs etc were subsumed and Goods and Services Tax (GST) Act, was introduced in the country from 1st July, 2017. Details relating to GST can be accessed through a common portal www.gst.gov.in. It can be accessed for GST registration, after which, he can file returns; make online payment of tax etc.

Other Acts and Laws: Details of information relating to dealer's registration numbers (TIN) under various tax laws and records of payment of Tax by such dealers are held by the Superintendent of Taxes of the Ward/District in-charge. Types of information available in electronic forms in www.nagalandtax.nic.in are as follows:

- i. All Acts and Rules of Taxation Laws administered by the department. VAT, CST etc.
- ii. Up to date amended rate of tax in the schedules.
- iii. User manual for 'taxsoft' application.
- iv. Tax awareness capsules.
- v. List of all e-services.
- vi. All the important Circulars and Notification including Gazette notifications with regard to taxation matters, whichever are necessary for public importance.
- vii. Annual Administrative Reports since 2009-10.
- viii. RTI manual.
- ix. Statistics.
- x. Contact details of senior officers.

*Details information available in electronic forms at www.nagalandtax.nic.in

MANUAL-XV

The particulars of information available to citizens for obtaining information, including the working hours of library or reading room, if maintained for public use:

There is no library room maintained by the department for public use. Application forms for registration, declarations and statutory forms, Clearance Certificate and Payment Challan Forms etc. are available in all the District Tax Offices. Any tax payer requiring such forms or any tax information may obtain the same from the Superintendent of Taxes of the District concern on all working days. **Help desk counter and websites:** The department helpdesk number is **03862248132** and the website is ***www.nagalandtax.nic.in***

Office timing:

Morning	Evening
10:00 A.M	4:00 P.M

MANUAL-XVI

The names, designations and particulars of the Public Information Officers:

Sl. No.	Name of PIOs& APIO	Designation	Jurisdiction/ District/Zones	Appellate authority
1.	Sm.Lirila Sangtam (PIO)	Joint Commissioner of State Taxes II	Directorate Dimapur	Commissioner of State Taxes
2	Sm. Tokatoli Shohe (APIO)	Deputy Commissioner of State Taxes (Hq)	Directorate Dimapur	Commissioner of State Taxes
2.	Sm. Cheivitsu Nyuthe (PIO)	Deputy Commissioner of State Taxes	Dimapur	Commissioner of Sate Taxes
3.	Sh.Vekhozo Dozo (PIO)	Deputy Commissioner of State Taxes	Kohima	Commissioner of State Taxes
4.	Sh I. Mughato Aye (PIO)	Deputy Commissioner of State Taxes	Mokokchung	Commissioner of State Taxes
5.	Sm. M Chibeni Lotha (PIO)	Assistant Commissioner of State Taxes	Wokha	Commissioner of State Taxes
6.	Sh. Keyichetlube	Assistant Commissioner	Phek	Commissioner of

	Pame (PIO)	of State Taxes		State Taxes
7.	Sh. H. Ngamwang Konyak. (PIO)	Assistant Commissioner of State Taxes	Mon	Commissioner of State Taxes
8.	Sh. Merenchuba (PIO)	Assistant Commissioner of State Taxes	Zunheboto	Commissioner of State Taxes
9.	Sh.Y.Chingtuk Phom (PIO)	Assistant Commissioner of State Taxes	Tuensang, Kiphire & Longleng	Commissioner of State Taxes

MANUAL-XVII

Such other information as may be prescribed:

Since the inception of the Department, the Department has been extending all possible assistance to the Tax Payers and facilitated them to comply with the provisions of the Tax Laws Enforced in the State. From time to time, the Department also published the rate of tax in all local dailies for general information and compliance by all the tax payers.

The RTI Act 2005 is actively enforced in the Department in letter and in spirit to maintain utmost transparency and accountability in its official dealings and functioning. The Department has designated the Directorate to facilitate the citizens with any tax information or any information about the activities and functioning of the Department as a matter of right.

This information Manual is updated as on March 31st 2025.

(LIRILA SANGTAM)
Public Information Officer
O/o the Commissioner of State Taxes
Nagaland: Dimapur