

INFORMATION TO BE PUBLISHED

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



THE COMMISSIONER OF STATE TAXES

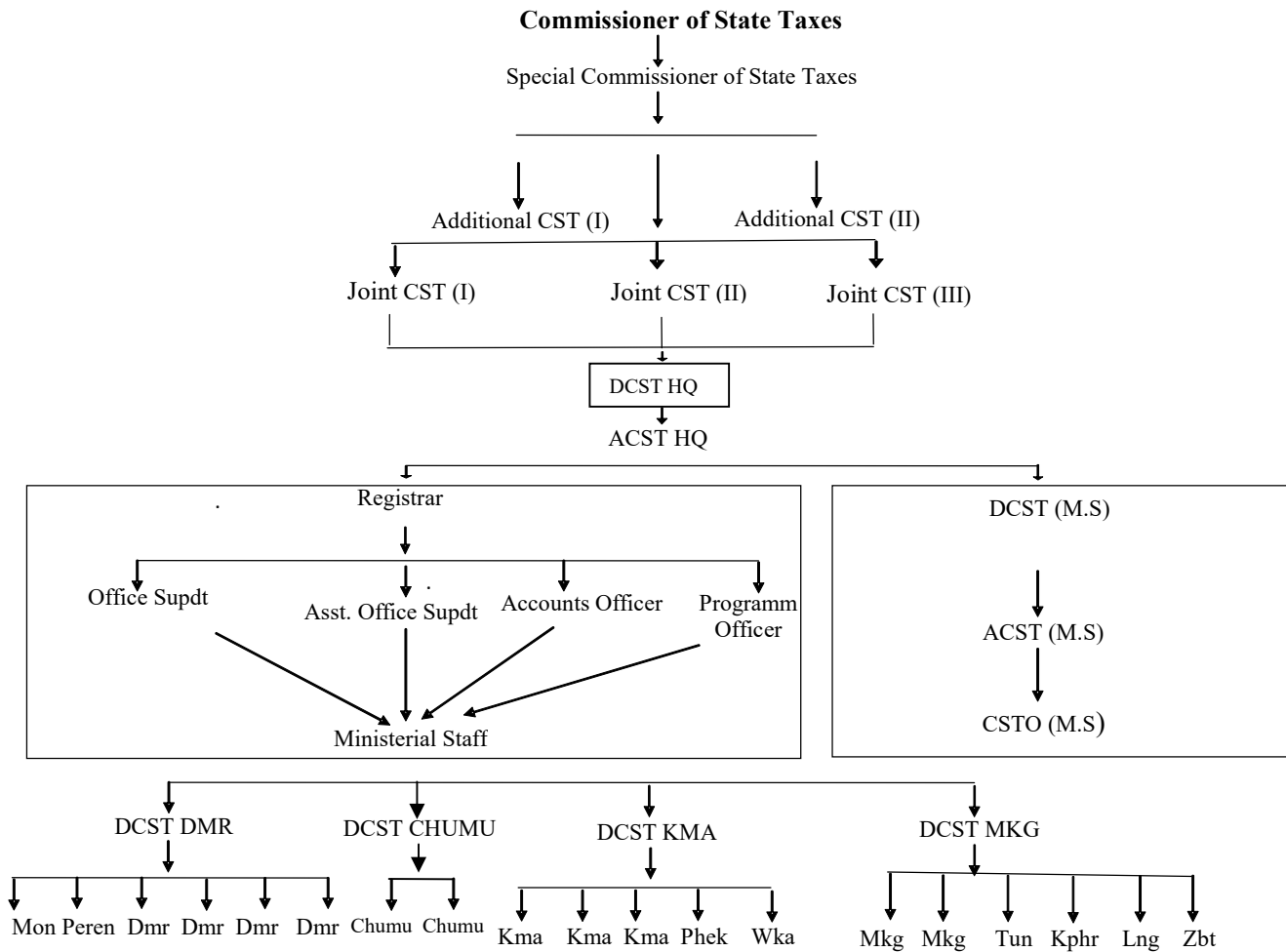
DEPARTMENT OF STATE TAXES

Nagaland: Dimapur.

2023 - 2024

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-soft 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	Shri. Sachin Jaiswal, IAS	Commissioner of State Taxes Nagaland: Dimapur.	-	9717824814
2	Shri. Y. Mhathung Murry	Special Commissioner of State Taxes Nagaland: Dimapur.	03862-248535	9436003596
3	Shri. C. Lima Imsong	Additional Commissioner of State Taxes (I) Nagaland: Dimapur.	03862-248540	9436003727
4	Smti. N. Areni Patton	Joint Commissioner of State Taxes (I) Nagaland: Dimapur.		7085169839
5	Shri. Imosong Imsong	Joint Commissioner of State Taxes (II) Nagaland: Dimapur	03862-248542	9402696695
6	Smti. Lirila Sangtam	Deputy Commissioner of State Nagaland Dimapur. (HQ)	0370-2210468	9436017204
7	Shri. Vekhozo Dozo	Deputy Commissioner of State Taxes Kohima Zone, Kohima Nagaland. (PIO)		8131916410
8	Smti. Chevitsu Nyuthe	Deputy Commissioner of State Taxes Dimapur Zone, Dimapur Nagaland. (PIO)		9436066620
9	Shri. I. Mughato Aye	Deputy Commissioner of State Taxes Mokokchung Zone, Mokokchung Nagaland. (PIO)	0369-226447	9436002309
10	Smti. Nitoli sema	Deputy Commissioner of State Taxes, Mobile Squad Nagaland Dimapur. (PIO)		8974061411
11	Smti. Orenponi Yanthan	Deputy Commissioner of State Taxes, Chumoukedima, Nagaland		9774574357
12	Shri. Chingtuk Phom	Assistant Commissioner of State Taxes HQ, Dimapur, Nagaland.		9612126295
13	Smti. L. Yanbeni	Assistant Commissioner of State Taxes, Mobile Squad, Nagaland.		9402809264
14	Smti. Abeni Lotha,	Assistant Commissioner of State Taxes, Dimapur Zone, Ward-A, Nagaland.		
15	Shri. Atener Aier	Assistant Commissioner of State Taxes,	0370-2290468	9612097040

		Dimapur Zone, Ward-C, Nagaland.		
16	Shri. Thomas Wilson Yimchunger	Assistant Commissioner of State Taxes, ,Dimapur Zone, Ward-E, Nagaland.		9436660777
17	Shri. Poshutho	Assistant Commissioner of State Taxes, Dimapur Zone, Ward-F, Nagaland.		9856780808
18	Smti. Tokatoli	Assistant Commissioner of State Taxes, Dimapur, Nagaland.	03692-226447	9436012514
19	Shri. Zulutemsu	Assistant Commissioner of State Taxes, Chumoukedima, Ward-A, Nagaland.		9436011101
20	Shri. Jimyang Imlong	Assistant Commissioner of State Taxes, Chumoukedima, Ward-B, Nagaland.	03867-220303	9436079834
21	Shri. Bendangchuba	Assistant Commissioner of State Taxes, Kohima Zone, Ward-A, Nagaland.		9402809264
22	Shri. Yanrenthung Yanthan	Assistant Commissioner of State Taxes, Kohima Zone, Ward-B, Nagaland.		9862875382
23	Smti. Remasangla	Assistant Commissioner of State Taxes, Kohima Zone, Ward-C, Nagaland.		9856847126
24	Shri. Merenchuba	Assistant Commissioner of State Taxes, Zunheboto Nagaland.		9856894566
25	Shri. Keyichetlube Pame	Assistant Commissioner of State Taxes, Phek, Nagaland.		9615101737
26	Shri. H.Ngamwang Konyak	Assistant Commissioner of State Taxes Mon, Nagaland.		9436609506
27	Smti. Chubanaro	Assistant Commissioner of State Taxes, Mokokchung Ward A, Nagaland.		9612432930
28	Smti. Aowati	Assistant Commissioner of State Taxes, Mokokchung Ward B, Nagaland.		9436006583
29	Shri. Toshi Yimchunger	Assistant Commissioner of State Taxes, Wokha, Nagaland		9005660663
30	Mr. 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, (I)	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. Sachin Jaiswal, IAS, Commissioner of State Taxes	<ol style="list-style-type: none"> 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	<ol style="list-style-type: none"> 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	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	Smti. N. Areni Patton, 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	Shri. Imosong Imsong, 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	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	Smti Lirila Sangtam, 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	Shri.Chingtuk Phom, 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	Shri. Lusang, Registrar	Overall Supervision and monitoring of all the Branches and ensure smooth and prompt disposal of works by all branches.
11	Shri. 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.

		<ol style="list-style-type: none"> 4. Management of the Department website, Taxsoft, TINXSYS, E-waybill, Training and Conference Hall. 5. GST Prime.
12	Office Superintendent	<ol style="list-style-type: none"> 1. Matters relating to Revenue, General, Establishment, Audit & IT. 2. All Accounts matters including Budget & Finance of the Department.
13	Shri. Dokho Phira, Sr. Accounts Officer	<ol style="list-style-type: none"> 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	Asstt. Office Superintendent	<ol style="list-style-type: none"> 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	Smti. Flora T Patton, Asstt. Office Superintendent	<ol style="list-style-type: none"> 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, Dimapur		
17	Smti. Chevitsu Nyuthe, Deputy Commissioner of State Taxes, Dimapur Zone	Additional Charge of Dimapur Zone. Certificate officer, DDO , APIO under RTI Act, 2005
18	Smti. Abeni Lotha, Assistant Commissioner of State Taxes, Dimapur Ward-A	Assessing and Registering authority
19	Shri. Thomas Wilson C Yimchunger, Assistant Commissioner of State Taxes, Dimapur Ward B	Assessing and Registering authority

20	Shri. Atener Aier, Assistant Commissioner of State Taxes, Dimapur Ward-C	Assessing and Registering authority
21	Smti. Tokatoli Shohe, Assistant Commissioner of State Taxes.	Assessing and Registering authority -
22	Shri. 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	Shri. Vekhozo Dozo, Deputy Commissioner of State Taxes.	Certificate officer, DDO and PIO under RTI Act, 2005
25	Shri. Bendangchuba, Assistant Commissioner of State Taxes, Kohima A.	Assessing and Registering authority
26	Shri. Yanrenthung Yanthan, Assistant Commissioner of State Taxes, Kohima Ward-B.	Assessing and Registering authority
27	Shri. 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	Shri. Y. Toshi Yimchunger, 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	Shri. 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	Shri. I. Mughato Aye, Deputy Commissioner of State Taxes, Mokokchung	Certificate officer, DDO and PIO under RTI Act, 2005
34	Shri. Aowati, Assistant Commissioner of State Taxes, Mokokchung Ward-B.	Assessing and Registering authority

35	Smti. 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	Shri. 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	Shri. 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	Smti. Nitoli Sema, Deputy Commissioner of State Taxes (MS)	Supervise the functioning of the Mobile Squad and APIO under RTI Act, 2005
44	Smti. Yanbeni, 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, Chumukedima		
46	Smti. Orenponi, Deputy Commissioner of State Taxes	Certificate officer, DDO and PIO under RTI Act, 2005
47	Shri. Zulutemsu, Assistant Commissioner of State Taxes, Dimapur Ward-A	Assessing and Registering authority
48	Shri. Jimyang Imlong, Assistant Commissioner of State Taxes, Dimapur Ward-B	Assessing and Registering authority

49	Commercial State Tax Officer	Field inspection and preparation of reports.
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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

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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. Sachin Jaiswal, 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 (II)	Directorate	9436003727
4.	Smti. N. Areni Patton	Joint Commr. of State Taxes(II)	Directorate	7085169839
5.	Shri. Imosong Imsong	Joint Commr. of State Taxes(III)	Directorate	9402696695
6.	Smti. Lirila Sangtam	Deputy Commr. of State Taxes(HQ)	Directorate	9436017204
7.	Shri. Y.Chintuk Phom	Asstt. Commr. of State Taxes(HQ)	Directorate	9612126295
8.	Shri. Lusang	Registrar	Directorate	9612165426
9.	Shri. Dokho Phira	Sr. Accounts Officer	Directorate	8787484515
10.	Shri. Imlisanen Longchar	Programm Officer	Directorate	9436015144
11.	Shri. Rongpangmeren Tzudir	Steno Gr-III	Directorate	9436600751
12.	Smti. Imtilangla Longkumer	Steno (Gr-III)	Directorate	9863993232
13.	Smti. Tsuknungrenla	Steno (Gr-III)	Directorate	7005289968
14.	Smti. Flora T Patton	AOS	Directorate	8794215144
15.	Shri Mhabemo	UDA	Directorate	9436267403

16.	Shri. Shime Jamir	LDA (Contract)	Directorate	8259824014
17.	Smti. J.Zuchano Kikon	LDA (Contract)	Directorate	9402433736
18.	Smti. Eunice Yephthomi	LDA (Contract)	Directorate	8415026261
19.	Shri. Subongmeren	LDA (Contract)	Directorate	9856981973
20.	Smti. Nikmenmenla Changkiri	LDA (Contract)	Directorate	9811698405
21.	Shri. Wingambo	LDA (Contract)	Directorate	9402042454
22.	Shri. Visielhou Chupuo	LDA (Contract)	Directorate	9774610379
23.	Shri. Zasivilie Chasie	LDA	Directorate	9856257358
24.	Smti. Bendangkokla	Typist Gr-III	Directorate	9862438773
25.	Smti. Bamzeu Liegise	Typist Gr-I	Directorate	9089686169
26.	Smti. Vitoungu-ü Chasie	Typist. Gr.-I	Directorate	9862157394
27.	Shri. Lenkhomang Gangte	Peon	Directorate	8974455968
28.	Shri. Asakho	Peon	Directorate	9436432521
29.	Shri. Tsito	Peon	Directorate	9615598040
30.	Shri. Kedutso	Peon	Directorate	7005248427
31.	Smti. Lily Murry	Peon	Directorate	9615548268
32.	Smti. Zubeni	Peon	Directorate	9612500277
33.	Shri. Thilixu Aye	Peon	Directorate	
34.	Smti. Imchizungla Longkumer	Peon Fixed Paid	Directorate	9863001783
35.	Shri. Ruopfuvizo Rio	Peon	Directorate	
36.	Smti. I. Sungtinaro	Peon	Directorate	7005649842
37.	Shri. Solomon	Driver	Directorate	9436670447
38.	Shri. Jasper Imsong	Driver	Directorate	8575176342
39.	Shri. Nnio Mirry	Driver	Directorate	
40.	Shri. Meyesunep	Chowkider	Directorate	8974509572

41.	Smti. Chumchano Lotha	Sweeper	Directorate	9089410845
42.	Smti. Sashinungla	Sweeper(Fixed Paid)	Directorate	9612466590
43.	Smti. Neithono	Mali(Fixed Paid)	Directorate	8414974285
44.	Smti.Lichumbeni	Computer Operator (Fixed Paid)	Directorate	7005105560
45.	Smti. Nitoli Sema	Deputy Commissioner of State Taxes	Dimapur (MS)	8974061411 9615223847 9436013329
46.	Smt. L.Yanbeni Humstoe	Assistant Commissioner of State Taxes	Dimapur (MS)	9402809264
47.	Shri. Ngullie Aaron M. Mhonbemo	Commercial State Tax Officer	Dimapur (MS)	8826610318
48.	Shri. Mughapu Swu	Commercial State Tax Officer	Dimapur (MS)	8787535474
49.	Smti. Sentikala Sanglir	Commercial State Tax Officer	Dimapur (MS)	9862193291
50.	Shri. Alemwabang	Commercial State Tax Officer	Dimapur (MS)	7005805561
51.	Shri. Bendangtemsu	Commercial State Tax Officer	Dimapur (MS)	7005423544
52.	Smti. Liisii Thur	Commercial State Tax Officer	Dimapur (MS)	8794280127
53.	Smti Viki Sumi	Commercial State Tax Officer	Dimapur (MS)	7630915167
54.	Smti. Chumbeni Murry	UDA	Dimapur (MS)	8014427279
55.	Smti. Nisheli Awomi	LDA (Contract)	Dimapur (MS)	9089367009
56.	Smti. Inatoli Sema	LDA (Contract)	Dimapur (MS)	7005658557
57.	Shri. Kezhangulie Kire	LDA (Contract)	Dimapur (MS)	
58.	Shri. Vikato Yepthomi	LDA (Contract)	Dimapur (MS)	8730075380
59.	Shri. Irangteing	LDA (Contract)	Dimapur (MS)	9436390668
60.	Smti. Mesue	LDA (Contract)	Dimapur (MS)	804698471
61.	Smti. Tiajungla Jamir	LDA	Dimapur (MS)	9774309942
62.	Smti. Nzamoni Patton	LDA	Dimapur (MS)	9774335749
63.	Shri. Prem Bahadur Chetri	Driver	Zunheboto	
64.	Shri. Suresh Thapa	Driver(MS)	Dimapur (MS)	8416059710

65.	Shri.Pongshen Jamir	Checker	Dimapur (MS)	9856583843
66.	Shri.Imtiyanger	Checker	Dimapur (MS)	9402988334
67.	Shri. M. Sentiyanger	Checker	Dimapur (MS)	9436178667
68.	Shri. K.Tochi	Checker	Dimapur (MS)	9402009921
69.	Shri.Merentemjen	Checker	Dimapur (MS)	9436424665
70.	Shri.Aman Konyak	Checker	Dimapur (MS)	9612315627
71.	Shri.R. Odyuo Odyuo	Checker	Dimapur (MS)	9436260943
72.	Shri.Arenjenba.	Checker	Dimapur (MS)	8575770182
73.	Shri.Velato Thira	Checker	Dimapur (MS)	9856309030
74.	Shri.Nievizokho Kense	Checker	Dimapur (MS)	9856681165
75.	Shri.Langlem Konyak	Checker	Dimapur (MS)	9436602516
76.	Shri.Mhasilhousier	Checker	Dimapur (MS)	9856359668
77.	Shri.Limatongzuk	Checker	Dimapur (MS)	9774195956
78.	Shri. Anato Sema	Checker	Dimapur (MS)	9856827914
79.	Shri. Rangteileu	Checker	Dimapur (MS)	9436211328
80.	Shri. Hetovi Achumi	Checker	Dimapur (MS)	9615936853
81.	Smti. N.Hotoli	Checker	Dimapur (MS)	9436425394
82.	Shri. Moanungba Walling	Checker	Dimapur (MS)	9436267728
83.	Shri.Shempha Konyak	Checker	Dimapur (MS)	9436446813
84.	Shri. T. Nikheto Sema	Checker	Dimapur (MS)	8731888545
85.	Shri. Hutovi Chishi	Checker	Dimapur (MS)	
86.	Shri. Hotolu Z.Yeptho	Checker	Dimapur (MS)	
87.	Shri. Jangkhokam Hangsing	Checker	Dimapur (MS)	8729978969
88.	Shri. Wochumo Odyuo	Peon	Dimapur (MS)	9612191896
89.	Shri. Atoi Sema	Peon	Dimapur (MS)	9436267501

90.	Shri Akheto	Peon	Dimapur (MS)	8132915803
91.	Shri Artong	Peon	Dimapur (MS)	9862854336
92.	Smti. I.Imsejungla	Commercial State Tax Officer	Tuensang	8575017641
93.	Shri. Thsidilong	Commercial State Tax Officer	Tuensang	9612171167
94.	Shri. Mongko P Chang	Commercial State Tax Officer	Tuensang	7005011731
95.	Shri.Anungba Ao	HA	Tuensang	9612135801
96.	Shri. S.Rangsingba Sangtam	UDA	Tuensang	9402644859
97.	Shri. Likhumse Sangtam	UDA	Tuensang	9612361447
98.	Shri. Hanvang Phom	LDA	Tuensang	7085290184
99.	Shri. Pesing Khamniungan	LDA(Contract)	Tuensang	8974666147
100.	Shri. C.Sulim	Driver	Tuensang	9402633991
101.	Shri. I.Moba	Peon	Tuensang	9612969300
102.	Khoniyemjong	Peon	Tuensang	8732074774
103.	Shri. C.Thango	Sweeper	Tuensang	8415824975
104.	Shri. L Shingnia Khamniungan	Peon	Tuensang	9862414406
105.	Shri. L.Longshong Phom	Peon	Tuensang	9612098336
106.	Shri. Tethnsomong J Sangatam	Peon	Kiphire	8732096695
107.	Shri. Yangseri Sangtam	Chowkidar	Tuensang	9774326967
108.	Shri. Keyichetlube Peme	Assistant Commissioner of State Taxes	Phek	9615101737
109.	Shri Souvitho Nyusou	Commercial State Tax Officer	Phek	986755826
110.	Smti. Elinyilou Thopi	Commercial State Tax Officer	Phek	-
111.	Shri. Mhaseyi	H.A	Phek	9436210202
112.	Smti. Merilo Shitiri	LDA Contract	Phek	9774698227
113.	Shri. Vekho Nyekha	LDA	Phek	8974267615

114.	Shri Kedoutsolhi	Chowkidar	Phek	90896022026
115.	Shri Zonie Koza	Sweeper	Phek	8974925739
116.	Shri Kope Krono	Driver	Phek	96123674421
117.	Shri. Duvoto Venuh	Peon	Phek	9862799836
118.	Shri. Toshi Yimchunger	Assistant Commissioner of State Taxes	Wokha	9233794716
119.	Shri. N. Irangsalung	Commercial State Tax Officer	Wokha	9862386235
120.	Smti. Gloria Yanthan	H.A	Wokha	8414955298
121.	Smti. Meribeni Patton	LDA Contract	Wokha	9615551660
122.	Smti. N. Mhono Ngulie	LDA	Wokha	8974520828
123.	Shri. Orenthung W Tungoe	Typist	Wokha	9862938489
124.	Shri. Orenthung Tsopoe	Driver	Wokha	9856884142
125.	Shri C. Chumchamo Patton	Peon	Wokha	9862259355
126.	Smti. Zareni Lotha	Chowkidar	Wokha	9402643917
127.	Shri Merenchuba	Assistant Commissioner of State Taxes	Zunheboto	9856894566
128.	Smti Elika Swu	Commercial State Tax Officer	Zunheboto	8575969722
129.	Shri. Bimomo Ovung	H.A	Zunheboto	9862761759
130.	Shri. Lanu Tzudir	U.D.A.	Zunheboto	8794974539
131.	Smti. Toli Yeptho	LDA	Zunheboto	7005535255
132.	Shri Kughaho Sumi	Peon	Zunheboto	6009325379
133.	Smti. S. Liho Sumi	Peon	Zunheboto	7085378590
134.	Smti.Mughatoli Zhimomi	Chowkidar	Zunheboto	8415083635
135.	Shri. K. Semato Sumi	Sweeper	Zunheboto	8416012322
136.	Shri. H.Ngamwang Konyak	Assistant Commissioner of State Taxes	Mon	9436609506
137.	Shri Kokdiba Sangtam	Commercial State Tax Officer	Mon	8974663875

138.	Smti. M. Tsuwing Khamniungan	Commercial State Tax Officer	Mon	9774248733
139.	Smti. Imtisenla Jamir	H.A	Mon	8413053846
140.	Shri. Ahon Konyak	LDA (Contract)	Mon	9862943275
141.	Shri. Wangmoi Konyak	LDA	Mon	9612416582
142.	Smti Linyu Konyak	Typist	Mon	8119848268
143.	Shri. Khongam Konyak	Chowkidar	Mon	8413985024
144.	Smti. Yashirenla	Peon	Mon	9862386933
145.	Smti. P. Chingyah Konyak	Peon	Mon	8413821581
146.	Shri. Akai Konyak	Peon	Mon	-
147.	Shri I. Mughato Aye	Deputy Commissioner of State Taxes	Mokokchung	9436002309
148.	Shri.Aowati	Assistant Commissioner of State Taxes	Mokokchung	9436006583
149.	Smti Chubanaro	Assistant Commissioner of State Taxes	Mokokchung	9862419377
150.	Smti Roselinda Longchar	Commercial State Tax Officer	Mokokchung	8119840260
151.	Vikavi Z. Assumi	Commercial State Tax Officer	Mokokchung	7005224658
152.	Smti. Imtinochetla	H.A	Mokokchung	9436013368
153.	Smti Neisakhonuo	UDA	Mokokchung	9856201908
154.	Shri Kerido Yimchunger	LDA	Mokokchung	9862818981
155.	Shri Imkum Pongener	LDA (Contract)	Mokokchung	8014086201
156.	Shri Bendangkokba Longkumer	L.D.A Contract	Mokokchung	9612539681
157.	Shri T.Temjen Jamir	Driver	Mokokchung	9612937222
158.	Shri Tsuktimongba	Driver	Mokokchung	8575421521
159.	Shri Chubangangtet	Office Peon	Mokokchung	9612633792

160.	Smti Sashimongla	Office Peon	Mokokchung	9089442543
161.	Shri Temjensowa	Chowkidar	Mokokchung	9856538389
162.	Smti Imlirenla	Sweeper	Mokokchung	8794974494
163.	Shri Benjongkumba	Peon	Mokokchung	8131859271
164.	Shri O.Among Sanglir	Peon	Mokokchung	9856189871
165.	Shri Lanuonen	Peon	Mokokchung	8837078821
166.	Smti. Chevitschu Nyuthe	Deputy Commissioner of State Taxes	Dimapur	9436066620
167.	Smti. Tokatoli Sohe	Assistant Commissioner of State Taxes	Dimapur	9436112514
168.	Shri. Atener Aier	Assistant Commissioner of State Taxes	Dimapur, Ward-C.	9612097040
169.	Shri. Thomas Wilson .C Yimchunger	Assistant Commissioner of State Taxes	Dimapur, Ward-E	9436660777
170.	Shri. Poshutho	Assistant Commissioner of State Taxes	Dimapur, Ward-F.	9856780808
171.	Smti. Abeni Lotha	Assistant Commissioner of State Taxes	Dimapur, Ward-A	8794730802
172.	Shri. E.Ongshu Phom	Commercial State Tax Officer	Dimapur	9862843216
173.	Shri. Boska K Yeputhomi	Commercial State Tax Officer	Dimapur	8413002226
174.	Shri. T. Taushei	Commercial State Tax Officer	Dimapur	8612010167
175.	Smti. Yanthrongla Yimchunger	Commercial State Tax Officer	Dimapur	8414850420
176.	Smti. Lanurenla I. Imsong	Commercial State Tax Officer	Dimapur	8575956108
177.	Shri. Myingthungbemo Patton	Commercial State Tax Officer	Dimapur	9862028128
178.	Smti. Moasenla	Commercial State Tax Officer	Dimapur	9856040970
179.	Smti. M. Chibeni Lotha	Commercial State Tax Officer	Dimapur/Peren	8822085250
180.	Smti. Themneiting Hangsingh	HA	Dimapur	9436261062
181.	Shri. Kevikhrietuo Metha	U.D.A	Dimapur	9436804931

182.	Shri. Keneisetuo Ziekhru	U.D.A	Dimapur	8413041940
183.	Smti.Kimniething Hangsingh	U.D.A	Dimapur	9436266063
184.	Shri. Satminthang Guite	U.D.A	Dimapur	9436832351
185.	Smti.Paunam Meru	U.D.A.	Dimapur	8014151276
186.	Shri. T. Ademo Murry	U.D.A	Dimapur	8729998177
187.	Shri. Jeange Yanlem	U.D.A	Dimapur	8974849080
188.	Shri. Robin K. Rochill	LDA (Contract)	Dimapur	9862227406
189.	Shri. Neivizolie Kense	LDA (Contract)	Dimapur	9856758798
190.	Shri. Ikaho Aye	LDA (Contract)	Dimapur	9774691302
191.	Shri. Imato Ayemi	LDA (Contract)	Dimapur	9774011750
192.	Shri. Benedict Humtsoe	LDA (Contract)	Dimapur	9862229890
193.	Shri. Heshika Yephthomi	LDA (Contract)	Dimapur	8974155935
194.	Shri. Atsusangba	LDA (Contract)	Dimapur	9089773588
195.	Shri. Tekhengu-u Kezo	LDA (Contract)	Dimapur	8794546360
196.	Shri. Buchong Lushing	LDA (Contract)	Dimapur	9612784363
197.	Smti. Tiajenla	LDA (Contract)	Dimapur	9436207999
198.	Shri. Ghuvishie K. Yeptho	LDA (Contract)	Dimapur	7005159257
199.	Shri Lungyisappe	LDA (Contract)	Dimapur	8974397171
200.	Shri. Neihemia Nchang	LDA (Contract)	Peren	9862182660
201.	Shri. Heigum	LDA	Dimapur	7085760721
202.	Shri. Thejangukho Kehie	LDA	Dimapur	9612938962
203.	Smti. Bendangrunla Anar	LDA	Dimapur	9862438103
204.	Smti. Sangbun	Peon	Dimapur	9856231714
205.	Shri. Kedosetuo Vimera	Peon	Dimapur	9856213256
206.	Shri. Razhusilie Visezuo	Peon	Dimapur	9774463280

207.	Shri. C. Berithung Murry	Peon	Dimapur	9089990650
208.	Shri. H.Winsha Konyak	Peon	Dimapur	9612371073
209.	Shri. P. Tinglei Konyak	Peon	Dimapur	9862754315
210.	Shri. Imnasungba	Peon	Dimapur	8257050141
211.	Smti.Tarenjungla Sempo	Peon	Dimapur	8974795997
212.	Shri. Paukuleu	Peon	Peren	6909028293
213.	Shri Imlitoshi	Chowkidar	Dimapur	8415005070
214.	Shri Moamonger	Mali	Dimapur	8413034555
215.	Shri Phyophenthung	Sweeper	Dimapur	
216.	Shri Wati Lkr	Driver	Dimapur	8787583325
217.	Shri Pauzan Zealing	Driver	Dimapur	8575498338
218.	Shri Vikhonu Shiju	Driver	Dimapur	7085653402
219.	Shri. Akato Zhimo	Driver	Dimapur	8575872580
220.	Shri. Tito G. Aye	Driver	Dimapur	8415830020
221.	Shri. Nokisangba	Driver	Dimapur	8356960046
222.	Shri. Richard Achumi	Driver	Dimapur	8119024734
223.	Shri. Roley Yeptho	Driver	Dimapur	9612578950
224.	Smti. Orenponi	Deputy Commissioner of State Taxes	Chumoukedima	9774574357
225.	Shri. Zulutemsu	Assistant Commissioner of State Taxes	Chumoukedima, Ward-A.	9436011101
226.	Shri Jimyang Imlong	Assistant Commissioner of State Taxes	Chumoukedima, Ward-B.	9436079834
227.	Smti. Vinika Hoho	Commercial State Tax Officer	Chumoukedima	9402014350
228.	Shri. Rokovisie More	Commercial State Tax Officer	Chumoukedima	8730896952
229.	Shri Langphong Wanmai	Commercial State Tax Officer	Chumoukedima	9862853466
230.	Shri. T.Chanbemo Kikon	Commercial State Tax Officer	Chumoukedima	9089731542

231.	Smti. Rongsenkala	Commercial State Tax Officer	Chumoukedima	8974195915
232.	Smti. Mhabeni Lotha	Commercial State Tax Officer	Chumoukedima	9615624697
233.	Shri. Vekhozo Dozo	Deputy Commissioner of State Taxes	Kohima	9856668161
234.	Shri Yanrenthung Yanthan	Assistant Commissioser of State Taxes	Kohima	9862875382
235.	Shri. Bendangchuba	Assistant Commissioner of State Taxes	Kohima	9402809264
236.	Smti Remasangla	Assistant Commissioner of State Taxes	Kohima	9856847126
237.	Smti. Rechanaro Imchen	Commercial State Tax Officer	Kohima	9774001103
238.	Smti. Liyingbeni Kikon	Commercial State Tax Officer	Kohima	8794674726
239.	Shri. Vizayie Kar	Commercial State Tax Officer	Kohima	9615201355
240.	Shri B.Sangro Aier	Commercial State Tax Officer	Kohima	9436602972
241.	Shri. Merenkaba	Commercial State Tax Officer	Kohima	9612166007
242.	Shri.Rokovito Peseyie	Commercial State Tax Officer	Kohima	9366569195
243.	Shri W. Henloi Phom	H.A.	Kohima	9612836215
244.	Smti. Wewule Thopi	U.D.A	Kohima	9436403984
245.	Smt. Pfucukha-u Wetsah	U.D.A	Kohima	9436077893
246.	Smti. N. Chumbeni Jami	L.D.A	Kohima	9774651662
247.	Shri. Vilakhoto Thatso	L.D.A	Kohima	8575698808
248.	Smti. Alakunu Khieya	LDA (Contract)	Kohima	8974998276
249.	Smti. Watisenla	LDA (Contract)	Kohima	9615936778
250.	Smti.Lazonuo Kengurise	LDA (Contract)	Kohima	8119022994
251.	Shri. Neikemhiezo Mere	LDA (Contract)	Kohima	8258093272
252.	Shri. Arangbe Meru	LDA (Contract)	Kohima	9402205249
253.	Smt. Medosenuo Richa	Typist	Kohima	9436604843

254.	Smti.Kereilhou-u Rupreo	Typist	Kohima	9436601790
255.	Shri. Kiyekha Sema	Driver	Kohima	9862743796
256.	Shri. Nechanlo Kemp	Driver	Kohima	9856581582
257.	Shri. Tepusatuo Kulnu	Driver	Kohima	8014847251
258.	Shri. Mopa Konyak	Driver	Kohima	9621015683
259.	Shri. Aotongpang	Driver	Kohima	7085270911
260.	Shri. Kevizelie Venuh	Peon	Kohima	9856349422
261.	Shri. Lhiwepre Lesuh	Peon	Kohima	9774422302
262.	Shri.Kito Temi	Peon	Kohima	7005089014
263.	Shri. Zevilhoulie	Peon	Kohima	8575768670
264.	Smti. Kevitsonuo Tepudil	Peon	Kohima	9856535649
265.	Shri. Tej Bahadur	Peon	Kohima	9089842168
266.	Shri. Kekhrieneizo Metha	Chowkidar	Kohima	9856535649
267.	Smti. Kevilhouü Angami	Sweeper	Kohima	9615609793
268.	Smti. Medosenuo Dzeyie	Sweeper (Fixed Paid)	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	Sachin Jaiswal	Commissioner of State Taxes	Level-12	179774
2	Y.Mhathung Murry	Special Commissioner of State Taxes	Level-18	231492
3	C. Lima Imsong	Addl. Commissioner of State Taxes (I)	Level-17	162654
4	N. Areni Patton	Joint Commissioner of State Taxes (I)	Level-16	131392
5	Imosong Imsong	Joint Commissioner of State Taxes (II)	Level-16	131392
6	Lirila Sangtam	Dy. Commissioner of State Taxes (HQ)	Level-15	128158
7	Vekhozo Dozo	Dy. Commissioner of State Taxes	Level-15	113990
8	Chievitshu Nyuthe	Dy. Commissioner of State Taxes	Level-15	117378
9	Nitoli Sema	Dy. Commissioner of State Taxes	Level-15	113528
10	Orenponi Yanthan	Dy. Commissioner of State Taxes	Level-15	113528
11	I.Mughato Aye	Dy. Commissioner of State Taxes	Level-15	107060
12	L. Yanbeni Humtsoe	Astt. Com. of State Taxes	Level-13	100900
13	Tokatoli Shohe	Astt. Com. of State Taxes	Level-13	100900
14	Atener Aier	Astt. Com. of State Taxes	Level-13	97974
15	Zulutemsu	Astt. Com. of	Level-13	97974

		State Taxes		
16	Jimyang Imlong	Astt. Com. of State Taxes	Level-13	100900
17	Yanrenthung Yanthan	Astt. Com. of State Taxes	Level-13	90428
18	Bendangchuba	Astt. Com. of State Taxes	Level-13	97974
19	Poshutho	Astt. Com. of State Taxes	Level-13	97974
20	Chubanaro	Astt. Com. of State Taxes	Level-13	95202
21	Aowati	Astt. Com. of State Taxes	Level-13	107060
22	Y. Toshi Yimchunger	Astt. Com. of State Taxes	Level-13	99822
23	Y.Chintuk Phom	Astt. Com. of State Taxes	Level-13	97974
24	Keyichetlube Peme	Astt. Com. of State Taxes	Level-13	93046
25	H. Ngamwang Konyak	Astt. Com. of State Taxes	Level-13	90882
26	Thomas Wilson C Yimchunger	Astt. Com. of State Taxes	Level-13	97046
27	Merenchuba	Astt. Com. of State Taxes	Level-13	82882
28	Remasangla	Astt. Com. of State Taxes	Level-13	87810
29	Abeni Lotha	Astt. Com. of State Taxes	Level-13	90428
30	Lusang	Registrar	Level-14	89714
31	Imlisanen	Programm officer	Level-13	103980
32	M.Chibeni Lotha	C.S.T.O	Level-11	87810
33	Moasenla	C.S.T.O	Level-11	87810
34	E. Ongshau Phom	C.S.T.O	Level-11	85346
35	Rongsenkala	C.S.T.O	Level-11	87810
36	Mhabeni Lotha	C.S.T.O	Level-11	75798
37	Vinika Holo	C.S.T.O	Level-11	73642
38	Rechanaro Imchen	C.S.T.O	Level-11	82882
39	N. Irangsaplung	C.S.T.O	Level-11	73642
40	B. Sangro Aier	C.S.T.O	Level-11	82882
41	Viki Sumi	C.S.T.O	Level-11	75798
42	Elika Swu	C.S.T.O	Level-11	71902
43	Liyingbeni Kikon	C.S.T.O	Level-11	82882
44	Langphong Wanmai	C.S.T.O	Level-11	75798

45	Liisii Thurr	C.S.T.O	Level-11	82882
46	Merenkaba	C.S.T.O	Level-11	71486
47	Vizayie Kar	C.S.T.O	Level-11	71486
48	Sentikala Sanglir	C.S.T.O	Level-11	71486
49	Rokovisie Mor	C.S.T.O	Level-11	71486
50	Rokovito Peseyie	C.S.T.O	Level-11	65480
51	Alemwabang	C.S.T.O	Level-11	85346
52	Roselinda Longchar	C.S.T.O	Level-11	75798
53	Bendangtemsu	C.S.T.O	Level-11	75798
54	Yanthrongla Yimchunger	C.S.T.O	Level-11	71486
55	Lanurenla I. Imsong	C.S.T.O	Level-11	69484
56	Vikavi Z Assumi	C.S.T.O	Level-11	71486
57	I. Imsejungla	C.S.T.O	Level-11	68450
58	Thsidilong	C.S.T.O	Level-11	64538
59	Boska K Yeputhomi	C.S.T.O	Level-11	71486
60	Mongko P Chang	C.S.T.O	Level-11	62736
61	Kokdiba Sangtam	C.S.T.O	Level-11	82882
62	Taushei	C.S.T.O	Level-11	71486
63	M. Tsuwing Khamniugan	C.S.T.O	Level-11	69484
64	Myingthungbemo Patton	C.S.T.O	Level-11	71486
65	Mughapu Swu	C.S.T.O	Level-11	69484
66	Souvitho Nyusou	C.S.T.O	Level-11	71486
67	T. Chambemo Kikon	C.S.T.O	Level-11	71486
68	Ngullie Aaron M Mhonbemo	C.S.T.O	Level-11	69484
69	Elinyilou Thopi	C.S.T.O	Level-11	69484
70	W. Henloi Phom	Sr. HA	Level-11	82882
71	Mhabemo Ovung	UDA (Directorate)	Level-8	65788
72	Flora T.Patton	UDA (Directorate)	Level-11	52338
73	Imtinochetla	HA	Level-11	70254
74	Themneiting Hangsing	HA	Level-11	59012
75	Neisakhono	UDA (District)	Level-7	36990
76	Kiminiething Hangsing	UDA (District)	Level-7	48616
77	Keneisetuo Ziekhru	UDA (District)	Level-7	47226
78	Kevikhrietuo Metha	UDA (District)	Level-7	57010
79	Paunam Meru	UDA (District)	Level-7	44585
80	T. Ademo Murry	UDA (District.)	Level-7	39707
81	M. Jeange Yanlem	UDA (District)	Level-4	40832
82	Bimomo Ovung	UDA (District)	Level-7	66250
83	Mhaseyi Lohe	UDA (District)	Level-10	59012
84	Wewelu Thopi	UDA (District)	Level-7	55316
85	Pfucukha-u Wetsah	UDA (District)	Level-7	52484

86	Chumbeni Murry	UDA (District)	Level-7	55316
87	Satminthang Guite	UDA (District)	Level-7	57010
88	Gloria Yanthan	HA	Level-11	68252
89	Imtisenla Jamir	HA	Level-11	62246
90	Anungba Ao	HA	Level-11	74104
91	Lanu Tzudir	UDA (District)	Level-7	57010
92	S.Rangsingba Sangtam	UDA (District)	Level-7	49310
93	Likhumse Sangtam	UDA (District)	Level-7	43920
94	Eunice	LDA (Directorate)	Level-5	35862
95	Visielhou Chupuo	LDA (Directorate)	Level-5	34808
96	Shime Jamir	LDA (Directorate)	Level-5	36746
97	Subongmeren	LDA (Directorate)	Level-5	35862
98	J.Zuchano Kikon	LDA (Directorate)	Level-5	36746
99	Wingambo	LDA (Directorate)	Level-5	35862
100	Nikmenmenla	LDA (Directorate)	Level-5	35862
101	Zasivillie Chase	LDA (Directorate)	Level-5	53506
102	Atsusangba	LDA (District.)	Level-4	28919
103	Neivizolie Kense	LDA (District.)	Level-4	29772
104	Hesheka Yepthomi	LDA (District.)	Level-4	28919
105	Ikaho Aye	LDA (District.)	Level-4	29772
106	Imato Ayemi	LDA (District.)	Level-4	29772
107	Robin K. Rochill	LDA (District.)	Level-4	29772
108	Benedict T.Humtsoe	LDA (District.)	Level-4	28919
109	Tekhengu-u Koza	LDA (District.)	Level-4	28919
110	S.Buchong Lushing	LDA (District.)	Level-4	28919
111	Tiajenla	LDA (District.)	Level-4	28919
112	Heigum	LDA (District)	Level-4	29573
113	Thejangukho Kehie	LDA (District.)	Level-4	25925
114	Guvishe K. Yepthomi	LDA (Dist.)	Level-4	27905
115	Kezhangulie Kire	LDA (Dist.)	Level-4	34162
116	Inotoli Sema	LDA (Dist.)	Level-4	35182
117	Irangteing Hemang	LDA (Dist.)	Level-4	34162
118	Vikato Yepthomi	LDA (Dist.)	Level-4	34162
119	Nisheli Awomi	LDA(Dist)	Level-4	35182
120	Mesue	LDA (Dist.)	Level-4	30830
121	Tiajungla Jamir	LDA (Dist.)	Level-4	34526
122	Nzamani Patton	LDA (Dist.)	Level-4	34526
123	Vilakhoto Thatso	LDA (Dist.)	Level-4	34526
124	Alakunu Khieya	LDA (Dist.)	Level-4	35182
125	Watisenla	LDA (Dist.)	Level-4	35182
126	Lazonuo Kengursie	LDA (Dist.)	Level-4	34162
127	Nehemiah Nchang	LDA (Dist.)	Level-4	34026
128	Arangbe Meru	LDA (Dist.)	Level-4	33169

129	Neikemhiezo Mere	LDA (Dist.)	Level-4	34162
130	Bendangkokba Longkumer	LDA (Dist.)	Level-4	33142
131	Imkum Pongener	LDA (Dist.)	Level-4	34094
132	Lungyisappe	LDA (Dist.)	Level-4	34094
133	Kerido Yimchunger	LDA (Dist.)	Level-4	75952
134	Ahon T Konyak	LDA (Dist.)	Level-4	33516
135	Wangmoi Konyak	LDA (Dist.)	Level-4	31891
136	Merilo Shitiri	LDA (Dist.)	Level-4	34060
137	Vekho Nyekha	LDA (Dist.)	Level-4	34526
138	Hanvang Phom	LDA	Level-4	34526
139	Pesing Khiamniungan	LDA (Dist.)	Level-4	35182
140	Meribeni Patton	LDA (Dist.)	Level-4	34162
141	N. Mhono Ngulie	LDA (Dist.)	Level-4	34526
142	Toli Yeptho	LDA (Dist.)	Level-4	31034
143	Bendangrunla Anar	LDA (Dist.)	Level-4	34526
144	Imtilangla Longkumer	Stenographer Gr.III	Level-5	57010
145	Tsuknungrenla	Stenographer Gr.III	Level-5	52236
146	Rongpangmeren	Stenographer Gr.III	Level-5	86210
147	Bamzeu Legise	Typist Gr.I	Level-6	69792
148	Vitoungu-u Chase	Typist Gr.II	Level-5	58908
149	Bendangkokla	Typist Gr.III	Level-4	64164
150	Linyu Konyak	Typist Gr.III	Level-6	58088
151	Kereilhou-u Rupreo	Typist Gr.III	Level-8	65788
152	Medosenuo Richa	Typist Gr.III	Level-8	64310
153	Orenthung W Tungoe	Typist	Level-8	63940
154	Solomon	Driver Gr.II	Level-6	62558
155	Prem Bahadur Chetri	Driver Gr.II	Level-6	56548
156	Roley Yeptho	Driver Gr.II	Level-3	31658
157	Jasper Imsong	Driver Gr.II	Level-6	65942
158	Nnio Murry	Driver Gr.II	Level-6	65942
159	Orenthung Tsopoe	Driver Gr.II	Level-6	46352
160	Suresh Thapa	Driver Gr.II	Level-6	65942
161	Pauzan Zeliang	Driver Gr.II	Level-6	44168
162	Vikhonu Shijol	Driver Gr.II	Level-6	44168
163	Wati Lkr	Driver Gr.III	Level-7	54641
164	Tito G. Aye	Driver Gr.III	Level-3	31658
165	Nokisangba	Driver Gr.III	Level-3	31658
166	Richard Achumi	Driver Gr.III	Level-3	31658
167	Akato Zhimomi	Driver	Level-3	31658
168	Mopa Konyak	Driver	Level-3	24200

169	Aotongpang	Driver	Level-3	24200
170	Kiyekha Sema	Driver	Level-7	72102
171	Nchenlo Kemp	Driver	Level-6	47462
172	Tepusato Kulnu	Driver Gr-III	Level-3	24200
173	T.Temjen Jamir	Driver Gr-III	Level-3	38068
174	Tsuktimongba	Driver	Level-3	36990
175	C.Sulim	Driver Gr-II	Level-6	48848
176	Kope Kronu	Driver	Level-6	53314
177	Rangteilu	Checker	Level-2	58396
178	K.Tochi	Checker	Level-2	59196
179	Moanungba Walling	Checker	Level-2	58396
180	Shempa Konyak	Checker	Level-2	58396
181	T.Nikheto Sema	Checker	Level-2	58396
182	Hutovi Chishi	Checker	Level-2	58396
183	Hetovi Achumi	Checker	Level-2	58396
184	S Langlem Konyak	Checker	Level-2	58396
185	Phongshen Jamir	Checker	Level-2	45152
186	Merentemjen	Checker	Level-2	56702
187	Limatongzuk	Checker	Level-2	56702
188	I.Roungdyo Odyuo	Checker	Level-2	56702
189	N. Hotoli	Checker	Level-2	47924
190	Vilato Thira	Checker	Level-2	45152
191	Anato K. Chishi	Checker	Level-2	45952
192	Aman Konyak	Checker	Level-2	45152
193	Imtiyanger	Checker	Level-2	45152
194	Jangkhokam Hangsing	Checker	Level-2	45152
195	Masilhousier	Checker	Level-2	45152
196	M.Sentiyanger	Checker	Level-2	45152
197	Arenjemba	Checker	Level-2	45152
198	Neivizokho Kense	Checker	Level-2	43920
199	Z.Hotolu Yepthomi	Checker	Level-2	33540
200	I.Sungtinaro Ao	Peon	Level-1	29290
201	Kedutso Therie	Peon	Level-1	40804
202	Asakho	Peon	Level-1	43796
203	Lily Murry	Peon	Level-1	41764
204	Lenkhomang Gangte	Peon	Level-1	52698
205	Tsito Rhakho	Peon	Level-1	41764
206	Zubeni Lotha	Peon	Level-1	41764
207	Thilixu Aye	Peon	Level-1	33140
208	Ruopfuvizo Rio	Peon	Level-1	26980
209	Worrin Keishing	Driver	Fixed Paid	5280
210	Lichumbeni	Computer Operator	Fixed Paid	5280

211	Imchizungla Longkumar	Peon	Fixed Paid	5280
212	Neithono	Mali	Fixed Paid	5280
213	Wochumo	Peon	Level-1	52236
214	Akheto	Peon	Level-1	53036
215	Atoi Sema	Peon	Level-1	53036
216	Artong	Peon	Level-1	41764
217	P.Tinglei Konyak	Peon	Level-1	26607
218	H.Wingsha Konyak	Peon	Level-1	26607
219	Imnasungba	Peon	Level-1	28183
220	Benrithung Murry	Peon	Level-1	28183
221	Kedosetuo Vimera	Peon	Level-1	35377
222	Moamonger Jamir	Mali	Level-1	38574
223	Sangbun Zeliang	Peon	Level-1	44968
224	Razhusielie Vesezuo	Peon	Level-1	28183
225	Tarenjungla Sempo	Peon	Level-1	26515
226	Paukuleu	Peon	Level-1	22345
227	Kevizelie Venuh	Peon	Level-3	51024
228	Lhiwepre Lasuh	Peon	Level-2	41764
229	Kito Temi	Peon	Level-1	20365
230	Zevilhulie	Peon	Level-1	34088
231	Tej Bahadur	Peon	Level-1	20365
232	Kevitsonuo Tepudil	Peon	Level-1	20970
233	Yashirenla	Peon	Level-1	25416
234	A. Akai Konyak	Peon	Level-1	27750
235	P.Chingyah Konyak	Peon	Level-1	24670
236	Chubangangtet	Peon	Level-1	50418
237	Benjongkumba	Peon	Level-1	33016
238	O. Among Sanglir	Peon	Level-1	33016
239	Sashimongla	Peon	Level-1	42564
240	Lanuonen	Peon	Fix paid	5205
241	Duvoto Venuh	Peon	Level-1	32862
242	I. Moba	Peon	Level-2	43796
243	C. Khoniyemjong	Peon	Level-2	43796
244	L. Shingnia Khamniungan	Peon	Level-1	33140
245	L.Longshong Phom	Peon	Level-1	32862
246	Tethsomong J Sangtam	Peon	Level-1	31938
247	C. Chumchamo Patton	Peon	Level-1	36866
248	Kughaho Sumi	Peon	Level-2	43796
249	S. Liho Sumi	Sweeper	Level-1	31938
250	C.Thango	Sweeper	Level-2	33940
251	Chumchano Lotha	Sweeper	Level-2	34864
252	Sashinungla	Sweeper	Fixed	5280

253	Imlirenla	Sweeper	Level-2	42564
254	Kevilhou-ii Angami	Sweeper	Level-2	40804
255	K. Semato Sumi	Sweeper	Level-1	31014
256	Zonie-o Koza	Sweeper	Level-2	36712
257	Phyobenthung	Sweeper	Level-2	35377
258	C Meyesunep	Chowkidar	Level-1	41764
259	Imlitoshi	Chowkidar	Level-1	33433
260	Khrieneizo Metha	Chowkidar	Level-2	42996
261	Temjensowa	Chowkidar	Level-1	50418
262	Yangseri Sangtam	Chowkidar	Level-2	42564
263	Zareni Lotha	Chowkidar	Level-1	43796
264	Kedoutsolhi Khalo	Chowkidar	Level-1	51958
265	Mughatoli Zhimomi	Mali	Level-1	31938
266	Khongam Konyak	Chowkidar	Level-1	25016
267	Dokho Phira	Sr. Accounts Officer	Level-15	120920
268	Medosenuo Dzeyie	Sweeper(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	Shri. Sachin Jaiswal, IAS Commissioner of State Taxes	NL-10C-1639	Innova	a) Solomon
				b) Vikhonu Shijol
2	Shri. Y.Mhathung Murry, Special Commissioner of State Taxes	NL-10-C-0542	Scorpio	Jasper Imsong
3	Shri C.Lima Imsong Additional Commissioner of State Taxes-I	NL-10-C 1120	Duster	Pauzen Zeliang
4	Smti Areni Patton Joint Commissioner of Taxes Dimapur I	NL-10-9710	Scorpio	
5	Shri Imosong Imsong, Joint Commissioner of Taxes Dimapur II	NL-10-2331	Bolero	
6	Smti Lirila Sangtam. , Deputy Commissioner of State Taxes (HQ)	NL-10-8126	Bolero	Suresh Thapa
7	Smti. Orenponi Yanthan, Deputy Commissioner of State Taxes	NL-10-9149	Xylo	

	Chumukedima			
8	Shri. Vekhozo Dozo, Deputy Commissioner of State Taxes Kohima	NL-10-C-1672	Bolero	
9	Smti Chievitshu Nyuthe, Deputy Commissioner of State Taxes Dimapur	NL-10-C-0098	Bolero	1.Richard Achumi 2. Akato Zhimomi
10	Shri. I.Mughato Aye, Deputy Commissioner of State Taxes Mokokchung	NL-10-C-2332	Bolero	T.Temjen Jamir
11	Smti. Nitoli Sema, Deputy Commissioner of State Taxes Dimapur (MS)	NL-10-8305	Bolero	
12	Shri. Jimyang Imlong, Assistant Commissioner of State Taxes Dimapur	NL-10-8304	Bolero	Wati Longkumer
13	Offroad	NL-10-7321	Xylo	
14	Offroad	NL-10-7701	Bolero	Roley Yeptho
15	Shri. Dokho Phira, Sr. Accounts Officer	NL-10-8306	Bolero	
16	Shri. M. Yanrenthung Yanthan, Assistant Commissioner of State Taxes, Kohima	NL/10/6924	Gypsy	kiyekha
17	Shri. Aowati, Assistant Commissioner of State Taxes Mokokchung	NL-10-9638	Bolero	Nokisangba
18	Smti. L.Yanbeni Humtsoe, Assistant Commissioner of State Taxes (MS)	NL-10-8854	Bolero	
19	Shri. Poshutho, Assistant Commissioner of State Taxes Kohima	NL-10-9641	Bolero	Tepusato Kulnu
20	Shri. Y.Chintuk Phom, Assistant Commissioner of State Taxes (HQ)	NL-10-C-230	Bolero	C.Sulim
21	Shri. Merenchuba , Assistant Commissioner of State Taxes Zunheboto	NL-10-8852	Bolero	Tito G. Aye
22	Shri. Bendangchuba, Assistant Commissioner of State Taxes.	NL-10-7516	Bolero	
23	Shri. Zulutemsu, Assistant Commissioner of State Taxes Dimapur.	NL/10/C-0097	Gypsy	Tsuktimongba
24	Shri. Atener Aier, Superintendent of State Taxes Wokha. Dimapur	NL-10-C-0523	Bolero	
25	Shri.Y.Toshi Yimchunger, Assistant Commissioner of State Taxes Wokha	NL/10/6958	Bolero	Orenthung Tsopoe

26	Smti. Chubanaro Assistant Commissioner of State Taxes Mokokchung.	NL-10-9640	Bolero	
27	Shri. Imlisanen, Programm Officer	NL-10-8642	Bolero	
28	Shri Thomas Wilson Yimchunger, Assistant Commissioner of State Taxes Dimapur Zone.	NL-10-C-0559	Bolero	Nnio Murry
29	Shri H. Ngamwang Konyak, Assistant Commissioner of State Taxes, Mon.	NL-10-C-0866	Scorpio	
30	OSD Revenue	NL-10-C-2097 NL-10-C-0510	Innova Bolero	Worrin Keishing
31	Directorate Pool	NL-10 9873	Creta	
32	Mobile Squad Pool	NL-10-C-0522	Bolero	
33	Mobile Squad Pool	NL-10-7007	Gypsy	
34	Directorate	U/R	TVS Sports Bike 2 Nos	
35	Dimapur Unit	U/R	TVS Sports Bike 3 Nos	
36	Kohima Unit	U/R	TVS Sports Bike 1 No.	
37	Mokokchung Unit	U/R	TVS Sports Bike 1 No.	
38	Not allocated		NL-10-7321	

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.	Shri .N. Areni Patton (PIO)	Joint Commissioner of State Taxes (HQ)	Directorate Dimapur	Commissioner of State Taxes
2	Smti. Lirila Sangtam (APIO)	Deputy Commissioner of State Taxes	Directorate Dimapur	Commissioner of State Taxes
2.	Shri. Cheivitsu Nyuthe (PIO)	Deputy Commissioner of State Taxes	Dimapur	Commissioner of Sate Taxes
3.	Smti. Vekhozo Dozo (PIO)	Deputy Commissioner of State Taxes	Kohima	Commissioner of State Taxes
4.	Smti. I. Mughato Aye (PIO)	Deputy Commissioner of State Taxes	Mokokchung	Commissioner of State Taxes
5.	Shri. Toshi Yimchunger (PIO)	Assistant Commissioner of State Taxes	Wokha	Commissioner of State Taxes
6.	Shri. Keyichetlube	Assistant Commissioner	Phek	Commissioner of

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

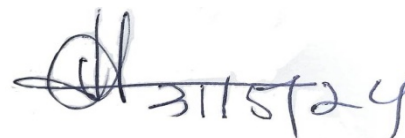
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Such other information as may be prescribed:

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 2024.



(N. ARENI PATTON)
Public Information Officer
O/o the Commissioner of State Taxes
Nagaland: Dimapur.