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**PART-I****NOTIFICATION****Dated Kohima, the 18<sup>th</sup> January, 2025.**

**NO.HFW(A)PROMOTION-27/6/2024/4** :: In the interest of public service, the Governor of Nagaland is pleased to order officiating promotion of the under mentioned Officer in the pay level 14, plus all other allowances as are admissible under the rules from time to time:

Sl. No	Name & Designation	Against the vacancy of	Promoted to	Effective date of promotion
i	Smti. Pelerieno Kehie Food Safety Officer, Wokha	vice retirement of Shri. Peterson Pongener	Designated Officer	From the date of taking over charge

2. The Officiating Promotion is subject to regularisation by Departmental Promotion Committee.

3. This is issued with the clearance of Personnel & Administrative Reforms Department (Organisation & Method Branch) vide the U.O.No.1175 dated 21.12.2024.

Sd/-

**RENABOMO ODYUO, NCS**

Joint Secretary to the Government of Nagaland.

**NOTIFICATION****Dated Kohima, the 26<sup>th</sup> February, 2025.**

**NO.LAW/PE/4-9/2021/78:** In the interest of public service, the Governor of Nagaland is pleased to order the transfer and posting of the following Prosecution Officers with immediate effect.

Sl.No	Name & Designation	From	To
1.	Shri. Sashilemba Kichu Additional Public Prosecutor	Kiphire	Nagaland Lokayukta, Kohima
2.	Shri. Vikyato Sumi, Assistant Public Prosecutor	Mon	Assistant Public prosecutor Office, Zunheboto
3.	Shri. Tsaliba Assistant Public Prosecutor	-	Additional Public Prosecutor Office, Mon
4.	Shri. Jiwalo Apon Assistant Public Prosecutor	-	Additional Public Prosecutor Office, Wokha
5.	Smti. Atenla Ao Assistant Public Prosecutor	-	Public Prosecutor Office, Dimapur.
6.	Shri. B. Langshen Assistant Public Prosecutor	-	Additional Public Prosecutor Office, Kiphire

Sd/-

**WEKOU MERO**

Deputy Secretary to the Govt. of Nagaland.

**NOTIFICATION****Dated Kohima, the 4<sup>th</sup> February, 2025.**

**NO.LAW/PE/4-9/2021/24** :: In the interest of public service, the Governor of Nagaland is pleased to order the transfer and posting of the following Prosecution Officers with immediate effect.

Sl.No	Name & Designation	from	To
1.	Smti. Kenile Kent, Additional Public Prosecutor	Tuensang	Peren
2.	Shri. Abraham, Additional Public Prosecutor	Peren	Kohima

Shri. Abraham, Additional Public Prosecutor, Kohima, shall continue to hold additional charge as Presenting Officer, Nagaland Lokayukta, Kohima till further order.

Sd/-

**WEKOU MERO**

Deputy Secretary to the Govt. of Nagaland.

**NOTIFICATION****Dated Kohima, the 20<sup>th</sup> February, 2025.**

**NO.HFW(A)PROMOTION-14/7/2020/89** :: In the interest of public service and on the recommendation of DPC No. NPSC/DPC-17/2022, Dated, 19/2/2025, the Governor of Nagaland is please to promote the under mentioned officer under Pharmacy Wing, Directorate of Health & Family Welfare against the post as indicated below.

**From Head Pharmacist to District Pharmacy Officer under the Pay Matrix Level – 14 (57400-181600)**

Sl. No	Name	Promoted Against	Effective Date of Promotion
1.	Shri. Imkongsungba	vice Retd. of Shri. T. Rongsentemjen, District Pharmacy Officer, CMO Tuensang.	From the Date of taking charge

**All other allowances as are admissible from time to time shall be as per the existing rules.**

Sd/-

**RENABOMO ODYUO**

Joint Secretary to the Government of Nagaland.

**NOTIFICATION****Dated Kohima, the 4<sup>th</sup> March, 2025.**

**NO.POL-B/HG/ESTT-2/1/17:** In the interest of Public Service, the Governor of Nagaland is pleased to order officiating promotion of **Shri. Moakaba**, U.D.A to the post of Assistant Superintendent under the establishment of the Directorate of Home Guards, Civil Defence and State Disaster Response Force, Nagaland, Kohima in the **Pay level-11 (40800-119700)** plus all other allowances as are admissible under the rules in force from time to time in Nagaland.

2. The officiating promotion shall be effective only from the date of taking over charge of the posts by the officials concerned.

3. The officiating promotion is subject to regularization by the Department Promotion Committee within 3(three) months.

4. This is issued with the clearance of P&AR (O&M Branch) vide U.O. No.1433 dated 28/02/2025.

Sd/-

**CHUBASANGLA LONGKUMER**

Joint Secretary to the Government of Nagaland.

**NOTIFICATION****Dated Kohima, the 28<sup>th</sup> February, 2025.**

**NO.SW/OP/DTE/7/2021/2371::** In the interest of public service, the Governor of Nagaland is pleased to allow officiating promotion to the under mentioned officials under the establishment of the Directorate of Social Welfare, Nagaland, in the indicated pay matrix plus all other allowances as are admissible under Rules in force in Nagaland from time to time and with effect from the date of taking over charge:-

Sl. No.	Name & Present Designation	Promoted to	Pay Matrix	Against the vacancy
1.	Shri. T.Y Peter Yanthan CDPO	DPO	Level - 14	DPO (against new post creation Notification No.SW/3/1/ICDS- CRT/3/22 dated 13.12.2024)
2.	Shri.Vekhoto Tetseo CDPO	DPO	Level - 14	DPO (against new post creation Notification No.SW/3/1/ICDS- CRT/3/22 dated 13.12.2024)
3.	Smti. Renchano Odyuo CDPO	DPO	Level - 14	DPO (against new post creation Notification No.SW/3/1/ICDS- CRT/3/22 dated 13.12.2024)
4.	Shri. R Imtinukshi CDPO	DPO	Level - 14	DPO (against new post creation Notification No.SW/3/1/ICDS- CRT/3/22 dated 13.12.2024)
5.	Smti. Ajongla Temjen CDPO	DPO	Level - 14	DPO (against new post creation Notification No.SW/3/1/ICDS- CRT/3/22 dated 13.12.2024)
6.	Smti. Sentimenla Pongener CDPO	DPO	Level - 14	DPO (against new post creation Notification No.SW/3/1/ICDS- CRT/3/22 dated 13.12.2024)

2. The officiating promotion is subject to subsequent regularization through the Departmental Promotion Committee.
3. The officiating promotion shall be effective only from the date of taking over the charge of the post of DPO by the officials concern.
4. However, in respect of Smti. Anuo Longho, CDPO, 01(one) post to be kept vacant until her pending case is disposed before the Hon'ble High Court.
5. This has the clearance of the P & AR Department (O&M) vide U.O. No.1345 dated 21.02.2025.

**Sd/-****V. ANGELA SOPHIE**

Deputy Secretary to the Government of Nagaland.

**ORDER****Dated Kohima, the 27<sup>th</sup> February, 2025.**

**NO.LAW-135/2002/81** :: In the interest of Public Service, the Governor of Nagaland is pleased to order the officiating promotion of Smti. Zheviholi Swu, Assistant Public Prosecutor to Additional Public Prosecutor in the Level -15 (67300-189300) of the Pay Matrix plus all other allowances as are admissible in Nagaland from time to time with effect from the date of taking over of charge..

2. This promotion is made against the vacancy caused by the retirement of Shri. T. Marlemba, Public Prosecutor, Kohima under Law & Justice Department.

3. The Officiating Promotion will be regularized through DPC.

4. Smti. Zheviholi Swu , Additional Public Prosecutor will remain posted in Phek.

This has the clearance of the P&AR OM Branch U.O No 1414 Dt. 27/02/2025.

**Sd/-****WEKOU MERO**

Deputy Secretary to the Govt. of Nagaland.

**NOTIFICATION****Dated Kohima, the 28<sup>th</sup> February, 2025.**

**NO.SW/OP/9/2021/2372::** In the interest of public service, the Governor of Nagaland is pleased to allow officiating promotion to the under mentioned official under the establishment of the Directorate of Social Welfare, Nagaland, in the indicated pay matrix plus all other allowances as are admissible under Rules in force in Nagaland from time to time and with effect from the date of taking over charge:-

<b>Sl. No.</b>	<b>Name &amp; Present Designation</b>	<b>Promoted to</b>	<b>Pay Matrix</b>	<b>Against the vacancy</b>
1.	Smti. Helen Odyuo CDPO	DPO	Level – 14	Shri. Ekonthung Kikon, DPO Retired

2. The officiating promotion is subject to subsequent regularization through the Departmental Promotion Committee.

3. The officiating promotion shall be effective only from the date of taking over the charge of the post of DPO by the official concern.

4. This has the clearance of the P & AR Department (O&M) vide U.O. No.1354 dated 24.02.2025.

**Sd/-****V. ANGELA SOPHIE**

Deputy Secretary to the Government of Nagaland.

**PART-IIA****NOTIFICATION**

**Dated Kohima, the 19<sup>th</sup> March, 2025.**

**NO.LAB-46/5/2015-16 (Vol-III) (Pt)::** The Draft Nagaland Industrial Relations Rules, 2025 which the State Government proposes to make in exercise of the powers conferred by Section 99 of the Industrial Relations Code, 2020 (35 of 2020), is hereby published for information of all persons likely to be effected thereby; and notice is hereby given that the said draft will be taken into consideration after the expiry of a period of thirty (30) days as per the requirement under proviso to Section 99(1), from the date of publication of this Notification in the Official Gazette.

Any objection or suggestion, which may be received by the State Government from any person or organisation with respect to the said draft before the expiry of the period specified above, will be reviewed for consideration by the State Government. Objections and suggestions, if any, may be addressed to the Labour Commissioner, Office of the Labour Commissioner, New Secretariat Complex, Nagaland, Kohima-797004 or through mail at [labcomm-ngl@nic.in](mailto:labcomm-ngl@nic.in).

**DRAFT RULES****CHAPTER - I****PRELIMINARY****1. Short title, extent and commencement-**

- (1) These rules may be called the Nagaland Industrial Relations Rules, 2025.
- (2) They shall extend to the whole State of Nagaland
- (3) They shall come into force on the date of notification.

**2. Definitions.-**

- (1) In these rules, unless the context otherwise requires:
  - (a) "Code" means the Industrial Relations Code, 2020.
  - (b) "electronically" means any information submitted by email or uploading on the designated portal or digital payment in any mode for the purpose of the Code.
  - (c) "Form" means a form appended to these rules.
  - (d) "Section" means the section of the Code

(e) "State Government" means the Government of Nagaland.

(2) The words and expressions used in these rules which are not defined therein, but are defined in the Code, shall have their respective meaning as assigned to them in the Code.

### **3. Written Agreement for the settlement before the Conciliation Officer under clause (zi) of Section 2.-**

The Agreement under clause (zi) of Section 2 for written agreement between the employer and worker shall be in the form specified in Form-I and shall be signed by the parties in the agreement and a copy thereof shall be sent to the concerned Conciliation Officer.

## **CHAPTER II**

### **BI-PARTITE FORUMS**

#### **4. Constitution of Works Committee etc. under Section 3.-**

(1) Every employer to whom an order made under sub-section (1) of section 3 relates, shall forthwith proceed to constitute a Works Committee in the manner as is specified in this rule.

(2) The number of members constituting the Committee shall be fixed so as to afford representation to the various categories, groups and class of workers engaged in, and to the sections, shops or departments of the establishment:

Provided that the total number of members of the Works Committee shall not exceed twenty:

Provided further that the number of representatives of the worker in the Works Committee shall not be less than the number of representatives of the employer therein.

Provided that the industrial establishment in which women workers are employed shall have adequate representation of women workers in Works Committee and such representation shall not be less than the proportion of women workers to the total workers employed in the industrial establishment.

(3) Subject to the provisions of this rule, the representatives of the employer in the Works Committee shall be nominated by the employer and shall, as far as may be possible, be officials in direct touch with, or associated with, the working of the industrial establishment.

(4) (a) Where any workers of the industrial establishment are members of a registered Trade Union, the employer shall ask such Trade Union to inform him in writing as to how many of the workers are members of such Trade Union; and

(b) Where an employer has reason to believe that the information furnished to him under clause (a) by the registered Trade Union is false, he may, after informing such Trade Union, refer the matter to the Labour Commissioner or any other officer nominated by him, not below the rank of a Deputy Labour Commissioner, in writing, who shall, after hearing the parties, shall decide the matter and his decision shall be final.

(5) On receipt of the information called for under sub-rule (4), the employer shall provide for the selection of worker's representative on the Committee in two following groups, namely:-

(a) registered Trade Union may choose their representatives as members for works committee in the proportion of their membership.

(b) where there is no registered Trade union, workers may choose amongst themselves representatives for works committee.

(6) (a) The Works Committee shall have among its office-bearers a Chairman, a Vice-Chairman, a Secretary and a Joint-Secretary. The Secretary and the Joint-Secretary shall be elected every year.

(b) the Chairman shall be nominated by the employer from amongst the employer's representatives on the Works Committee and he shall, as far as possible, be the head of the industrial establishment;

(c) the Vice-Chairman shall be elected by the members, on the Works Committee representing the workers, from amongst themselves:

Provided that in the event of equality of votes in the election of the Vice-Chairman, the matter shall be decided by draw of a lot.

(d) The Works Committee shall elect the Secretary and the Joint Secretary provided that where the Secretary is elected from amongst the representatives of the employers, the Joint Secretary shall be elected from amongst the representatives of the worker and vice versa:

Provided that the post of the Secretary or the Joint Secretary, as the case may be, shall not be held by a representative of the employer or the worker for three consecutive years:

Provided further that the representatives of the employer shall not take part in the election of the Secretary or Joint Secretary, as the case may be, from amongst the representatives of the worker and only the representatives of the worker shall be entitled to vote in such elections.

(e) In any election under clause (d), in the event of equality of votes, the matter shall be decided by a draw of lot.

(7) (a) The term of office of the representatives on the Works Committee other than a member chosen to fill a casual vacancy shall be three years;

(b) A member chosen to fill a casual vacancy shall hold office for the unexpired term of his predecessor;

(c) A member who without obtaining leave from the Works Committee, fails to attend three consecutive meetings of the Committee shall forfeit his membership.

(8) In the event of worker's representative ceasing to be a member under clause (c) of sub-rule (7) or ceasing to be employed in the establishment or in the event of his resignation, death or otherwise, his successor shall be chosen in accordance with the provisions of this rule from the same group to which the member vacating the seat belonged.

(9) The Works Committee shall have the right to co-opt in a consultative capacity, persons employed in the industrial establishment having particular or special knowledge of a matter under discussion. Such co-opted member shall not be entitled to vote and shall be present at meetings only for the period during which the particular question is before the Works Committee.

(10)(a) the Works Committee may meet as often as necessary but not less often than once in three months.

(b) the Works Committee shall at its first meeting regulate its own procedure.

(11) (a) the employer shall provide accommodation for holding meetings of the Works Committee. He shall also provide all necessary facilities to the Works Committee and to the members thereof for carrying out the work of the Works Committee. The Works Committee shall ordinarily meet during working hours of the industrial establishment concerned on any working day and the representative of the worker shall be deemed to be on duty while attending the meeting;

(b) the Secretary of the Works Committee may with the prior concurrence of the Chairman, put up notice regarding the work of the Works Committee on the notice board of the industrial establishment.

#### **5. Manner of choosing members from the employers and the workers for Grievance Redressal Committee under sub-section (2) of section 4.-**

The Grievance Redressal Committee shall consist of equal number of members representing the employer and the workers, which shall not exceed ten.

(2) The representatives of the employer shall be nominated by the employer and shall, as far as may be possible, be officials in direct touch with or associated with the working of the industrial establishment, preferably the heads of major departments of the industrial establishment.

3) The worker's representative of the Grievance Committee shall be chosen in the following manner, namely: —

(a) where there is a negotiating union under sub-section (2) or sub-section (3) of section 14, such negotiating union or negotiating council, as the case may be, shall nominate the worker's representatives of the Grievance Committee;

(b) in the case of a negotiating council under sub-section (4) of section 14, the nomination shall be in such manner that every registered Trade Union representing in the negotiating council shall be represented in the Grievance Committee in proportion to the number of workers of the industrial establishment who are members of such Trade Union;

(c) where there is no recognized negotiating union or negotiating council referred to the clauses (a) and (b), the workers of the industrial establishment shall choose amongst themselves the worker's representatives of the Grievance Committee:

Provided that the employer may, deploy an electronic platform for choosing worker's representatives under this clause, over an information technology application, online platform or such other like platform:

Provided further that there shall be adequate representation of women workers in the Grievance Committee and such representation shall not be less than the proportion of women workers to the total workers employed in the industrial establishment.

(4) The tenure of the members of the Grievance Committee shall be three years.

(5) Where there is no recognized negotiating union or negotiating council and if any dispute arises regarding choosing of the worker's representative to the Grievance Committee, the matter may be referred to the concerned Regional Labour Commissioner Nagaland, who shall, after hearing the parties, decide the matter, whose decision shall be final.

**6. Application in respect of any dispute to be filed before the Grievance Redressal Committee by any aggrieved worker under sub-section (5) of section 4.-**

Any aggrieved worker may file an application stating his dispute therein before the Grievance Redressal Committee giving his name, designation, employee Code, Department where posted, length of service in years, category of worker, address for correspondence, contact number, details of grievances and relief sought. Such application may be sent electronically or otherwise. The Grievance may be raised within one year from the date on which the cause of action of such dispute arises.

**7. Manner of filing application for the conciliation of grievance as against the decision of the Grievance Redressal Committee to the conciliation officer under sub-section (8) of section 4.-**

Any worker who is aggrieved by the decision of the Grievance Redressal Committee or whose grievance is not resolved by the said Committee within thirty days of receipt of the application, may file an application electronically to the Labour Commissioner or by registered post or speed post within a period of sixty days from the date of the decision of the Grievance Redressal Committee or from the date on which the period specified in sub-section (6) of section 4 expires, as the case may be, to the conciliation officer through the Trade Union, of which he is a member or otherwise:

Provided that in case of manual receipt of such application through registered post or speed post, the conciliation officer shall get the same digitized and enter the particulars of the application in the online mechanism under intimation to the concerned worker.

### CHAPTER III

#### TRADE UNION

**8. Registrar of Trade Unions under sub-section (1) of Section 5.-**

The State Government as per the provision of sub-section (1) of section 5 of the Code may appoint the Labour Commissioner, Nagaland as the Registrar of Trade Unions and may notify other persons as Additional Registrar, Joint Registrar and Deputy Registrar of the

Trade Unions and shall perform such duties as the State Government may by notification specify from time to time.

**9. Payment of subscriptions under clause (f) of Section 7.-**

- (1) The payment of a minimum subscription by members of the Trade Union shall be provided as under the Rules of the Trade Union approved by the Registrar but shall not be less than one hundred rupees per annum.
- (2) The subscription fee shall be collected only in the registered office of the Trade Union.
- (3) The membership to the Trade Union shall be voluntary.

**10. Safe Custody of the funds of the Trade Union and Annual Audit under clause (j) of Section 7.-**

- (1) The funds of a Trade Union shall be deposited in a schedule bank in the name of the Union:

Provided that 2% of the total funds available with the Union shall be kept at the disposal of two executive members i.e. President, Secretary and cashier for meeting any exigency pertaining to the routine affairs of the said Union.

- (2) **Auditors-** The annual audit of the accounts of any registered Trade Union as per clause (j) of section 7 of the Code shall be conducted by an auditor who is a Chartered Accountant within the meaning of Chartered Accountants Act, 1949 and authorised to audit the accounts of the of the Companies under section 141 of the Companies Act, 2013:

Provided that where the membership of Trade Union did not at any time during the financial year exceeds 250, annual audit of the accounts may be conducted by any two members of the Union:

- (a) The Registrar may constitute such panel of certified Chartered Accountant to conduct the annual audit account of any registered Trade Union by notification in the official Gazette.
  - (b) The Registrar may add or remove the Chartered Accountant from the panel.
  - (c) The Chartered Accountant shall conduct the audit of accounts of the Trade Union and shall submit the report to the Trade Union and a copy of the same to the Registrar.
- (3) **Disqualification of Auditors-** Notwithstanding anything contained in these rules, no person, who, at any time during the year, was entrusted with any part of the funds or securities belongs to the Trade Union shall be eligible to audit the accounts of the Union.
  - (4) **Audit of funds-** The auditors appointed in accordance with these rules shall be given access to all books of the Trade Union and shall verify the annual return with the accounts and vouchers relating thereto and shall sign the auditor's declaration appended in Form-III, indicating separately on that form under his signature or their signatures a statement showing in what respect he or she find the return to be incorrect, unvouched or not in accordance with the Act. The particulars given in this statement shall indicate: -

(a) every payment which appears to be unauthorized by rules of Trade Union or contrary to the provisions of the Act;

(b) the amount of any deficiency or loss which appears to have been incurred by the negligence or misconduct of any person;

(c) the amount of any sum which ought to have been but is not brought to account by any person.

(5) Audit of separate fund to be constituted under Sub-Section 15. The audit of the separate fund of a registered Trade Union shall be carried out with the audit of the general account of the Trade Union by the same auditor or auditors.

(6) Rectification of defects in accounts: -

The Trade Union shall explain within three (3) months from the date of the audit report, the defects or irregularities pointed out by the Chartered Accountant and action taken thereon, to the Registrar. The Registrar may also make an order directing the union or its office bearer to take such actions, as maybe specified in the order to remedy the defect within the time specified therein.

#### **11. Dissolutions of Trade Unions under clause (k) and (l) of Section 7.-**

(1) Notice in writing of every change in name of the trade union or variation or rescission to the rules of the Trade Union, shall be signed by the Secretary and by seven members of the Trade Union and shall be sent to the Registrar having jurisdiction.

(2) When a registered Trade Union is dissolved, notice of the dissolution signed by seven members and by the Secretary of the Trade Union shall, within fourteen days of the dissolution, be sent to the Registrar, and shall be registered by him if he is satisfied that the dissolution has been effected in accordance with the rules of the Trade Union and the dissolution shall have effect from the date of such registration.

(3) When a registered Trade Union is dissolved, notice of the dissolution and any amendment in rules shall be sent to the Registrar in Form-VI

#### **12. Registration of Trade Union and cancellation thereof under Section 8 and 9.-**

(1) Every application for registration of a Trade Union shall be made in Form-IV electronically or otherwise with the particulars mentioned in clause (1) of Section 8 of this Code along with the No Objection Certificate issued by the concerned District Deputy Commissioner, to the Registrar or Additional Registrar or Joint Registrar having jurisdiction.

(2) Every application must also furnish the location and corresponding address of its Head Office along with the registration fee of Rs.1000/- or as may be fixed by the State Government from time to time and shall be paid electronically or otherwise.

(3) The Registrar of Trade Union on being satisfied that the applicant Trade Union has complied with all the requirements in regard to the registration, register the Trade Union by

entering in a register with particulars relating with Trade Unions contained in the statements accompanied with the applicant for registration in Form-IV

(4) Where the Registrar makes an order for registration of a Trade Union, he shall issue a certificate of registration to the applicant Trade Union in the Form-V

(5) If the Registrar has issued a certificate of registration to a Trade Union, he shall enter the name and other particulars of the Trade Union in a register maintained for such purpose.

(6) The application of a Trade Union for withdrawal or cancellation of certificate of registration by the Registrar shall be verified by the President and General Secretary of the Trade Union.

(7) Verification and grant of application for withdrawal or cancellation of certificate of registration: -

(a) The Registrar on receiving an application for the cancellation of registration shall, before granting the application, satisfy himself that the withdrawal or cancellation of registration was approved by a general meeting of the Trade Union or if it was not approved that it has the approval of the majority of the member of the Trade Union. For this purpose, he may call any further particulars as he may deem necessary and may examine any officer of the Union.

(b) On the information received by the Registrar regarding the contravention by the Trade Union of the provisions of the Code or the Rules made themselves or its constitution or rules.

(c) The Registrar is satisfied that the members in a Trade Union falls below ten percent of the total workers or one hundred workers, whichever is less

(d) If it comes to the notice of the Registrar that the Union is involved in any fraudulent or forgery activities.

(8) (a) The notice of any change in the name of the Trade Union shall be sent to the Registrar along with the certificate of registration, resolution of general meeting with 2/3<sup>rd</sup> general member within a fortnight of change, either in person or by a registered Post.

(b) The Registrar on receiving any such notice may take such steps as he thinks fit to verify or cause to be verified the facts stated therein and to satisfy himself that the notice is genuine.

(c) When the Registrar registers a change of name, he/she shall certify under his signature at the foot of the registration certificate.

(d) The fee payable for registration of alteration of name of the Trade Union shall be Rs. 200/-

### **13. Appeal against refusal to grant registration to a Trade Union or cancellation of a certificate of registration.-**

Any appeal against the order of the Registrar for refusal to grant registration to a Trade Union or cancellation of a certificate of registration shall be filed within thirty days from the date of

receipt of the order to the Industrial Tribunal by filing an application mentioning the causes of the appeal accompanied with a certificate copy of the order of the Registrar.

Provided that the Tribunal may entertain the appeal after the limitation prescribed for preferring the appeal under this sub-section, if the appellant satisfies the Tribunal that such delay has been caused due to sufficient reason or unavoidable circumstances.

#### **14. Assets and Liabilities of the Trade Union under Sub-Section (2) of Section 8.-**

(1) Where a Trade Union has been in existence for more than one year before the making of an application for its registration, it shall be delivered to the Registrar, together with the application, a general statement of assets and liabilities of the Trade Union prepared in Form-IV annexed to these rules electronically or otherwise.

(2) The Registrar for the purpose of satisfying himself that the application is genuine may call for further information and may refuse to register the Trade Union until such information is furnished.

#### **15. Maintenance of Books of Accounts and Registrar to facilitate Audit.-**

(1) Accessibility to the books of accounts- The auditor or auditors appointed in accordance with these rules shall be given access to all books of the registered Trade Union concerned and shall verify the general statement with the accounts and vouchers relating thereto and shall thereafter sign the auditor's declaration appended to it in Form-III, indicating separately on that form under his signature or their signatures a statement showing in what respect he or they find the return to be incorrect, not, supported by vouchers or not in accordance with the Code. The particulars given in the statement shall indicate-

(a) Every payment which appears to be unauthorised by the rules of the registered Trade Union concerned or contrary to the provisions of the Code

(b) The amount of any deficit or loss which appears to have been incurred by the negligence or misconduct of any person;

(c) The amount of any sum which ought to have been, but is not brought to account by any person.

(2) Every Trade Union shall maintain the following books and registers to facilitate the audit of its Accounts: -

(a) Register of membership and Subscriptions in Form-VII

(b) Register of receipts and disbursements of General Fund Accounts;

(c) Minutes Book to record the proceedings of all meeting;

(d) Register of stock, tools and plant to show the furniture, valuable documents relating to immovable property of the Union.

(e) Machine numbered subscription receipt.

(f) Register of receipts and disbursements for the Political Fund (if there is a Political Fund)

(g) A file of vouchers.

**16. Communications of Trade Union to Registrar under Section 11.-**

(1) All the communications and notices to a registered Trade Union shall be sent electronically or through registered post or speed post, or manually under proper receipt within 15 days.

(2) The Trade Union shall inform the Registrar of any change in the particulars given by it in its application for registration and in its constitution or rules electronically or through registered post or speed post within 30 days.

(3) On receipt of any communication under sub rule (2), the Registrar shall unless he has reason to believe that such communication has not been made in the manner provided by the rules of the Trade Union and is not in accordance with the provision of the Code, register such alteration in the register to be maintained for this purpose and shall inform the fact to the Secretary of the Trade Union in the manner specified in sub rule (1).

**17. Matters to be negotiated by a negotiated union or negotiating counsel in an industrial establishment under Sub-Section (1) and (2) of Section 14.-**

(1) The matters pertaining to workers which the negotiating union or the negotiating council, as the case may be, shall negotiate with the employer of the industrial establishment under sub-section (1) of section 14 are specified, as below:-

- (i) classification of grades and categories of workers;
- (ii) order passed by an employer under the standing orders applicable in the industrial establishment;
- (iii) wages of the workers including their wage period, dearness allowance, bonus, increment, customary concession or privileges, compensatory and other allowances;
- (iv) hours of work of the workers, rest days, number of working days in a week, rest intervals, working of shifts;
- (v) leave with wages and holidays;
- (vi) promotion and transfer policy and disciplinary procedures;
- (vii) quarter allotment policy for workers;
- (viii) safety, health and working conditions and related standards;
- (ix) such matters pertaining to conditions of service and terms of employment of the workers which are not covered in the foregoing clauses; and
- (x) any other matter which is agreed between employer of the industrial establishment and negotiating union or negotiating council, as the case may be.

(2) If there is only one registered Trade Union in an Industrial establishment which is having membership of 30% or more worker of that establishment, such Union shall be entitled to negotiate with employer under the provision of Sub-Rule (1)

**18. Manner of verification of workers of negotiating council under Sub-Section (3) and (4) of Section 14.-**

(1)(a) The Central Government shall appoint a verification officer (hereinafter in this rule, referred to as verification officer) for the purpose of verification of membership of the Trade Unions in the industrial establishment who shall not have any interest with any of the Trade Unions in the industrial establishment, whose membership verification is to be carried out by him:

Provided that the process for recognition of the negotiating union or the negotiating council, as the case may be, shall commence three months before the expiry of the tenure of the existing recognition period of the negotiating union or the negotiating council, as the case may be, recognized by the employer under the Code.

(b) The verification officer may utilize the services of other officers to assist him depending upon the quantum of work of membership verification.

(c) The verification officer shall carry out the work of membership verification in the industrial establishment within the time as determined by the Central Government.

(2) The employer of the industrial establishment shall bear all expenses and make arrangements in connection with the verification of membership of trade unions under sub-rule (1).

(3) (a) The Trade Unions which satisfy the following conditions may submit an application to the employer of the industrial establishment to accord status of negotiating union or the representatives of negotiating council of the workers, as the case may be, namely:-

(i) such Trade Union has a valid registration under the Trade Unions Act, 1926 (16 of 1926) and continuing as such or has the registration under the Industrial Relations Code, 2020 (35 of 2020), as the case may be; and

(b) The application for recognition made by Trade Union shall be accompanied with a copy of the registration certificate, a copy of list of members, details of the membership subscription and a copy of latest annual return of the trade union submitted to the Registrar of Trade Unions.

(4) (a) In case the negotiating union or negotiating council, as the case may be, has been constituted under the Code, the employer of the industrial establishment shall initiate action before expiry of the tenure of negotiating union or negotiating council, as the case may be, sufficiently in advance but not later than three months before the expiry of the tenure of negotiating union or negotiating council, as the case may be;

(b) The date of reckoning shall be fixed by the verification officer for the industrial establishment for the purpose of verification of membership of the trade unions;

(c) The employer of the establishment shall forward the documents and records submitted by trade unions, to the verification officer.

(d) On receipt of the documents and records, the verification officer shall scrutinize the records and documents submitted by the trade union to ascertain the status of registration of trade unions and related matters;

(e) The verification officer shall hold meeting with representatives of employer of industrial establishment and all participating Trade Unions to decide about the process of verification of the membership of Trade Unions through secret ballot.

(f) The employer may, in consultation with the verification officer deploy an electronic process for conducting the election over an information technology application, online platform or like other platform.

#### **19. Verification of membership of Trade Unions through secret ballot.-**

(1) The verification officer shall convene meeting of representatives of all registered Trade Unions functioning in the industrial establishment at least sixty days before the date of actual voting, to decide -

- (a) publication of voters list;
- (b) date, time, mode of voting, place of voting;
- (c) date, time and place of counting; and
- (d) other modalities relating to secret ballot.

(2) The verification officer shall cause the minutes of the meeting to be prepared and signed by all participating Trade Unions. All participating Trade Unions shall be allotted symbols in the same meeting. If no decision could be taken regarding date, time, mode of voting, place of voting, allotment of symbols, date, time and place of counting and like other matters in the meeting, then, the decision of the verification officer shall be final and he shall publish the schedule, programme and procedure of such secret ballot election.

(3) All workers whose names are borne on the muster roll of the industrial establishment on the date of reckoning shall be eligible to cast their vote.

(4) The voters list shall be prepared by the employer of the industrial establishment on the basis of names of the workers borne on the muster roll referred to in sub-rule (3) and the voters list shall contain the name, father's name, designation, **employee number/identity card number issued by the employer** and place of posting of the worker. The final voter list shall be published by the employer after obtaining the approval of verification officer and shall be displayed at notice board at the main entrance and website, if any, of the industrial establishment. A copy of such voters list shall also be sent to the participating Trade Unions by hand or by registered post or through electronic mode.

(5) The verification officer shall display the list of the name of the participating Trade Unions with the symbol allotted to them on the notice board at the main entrance and website, if any, of the industrial establishment within two days of finalization of the list.

(6) The voting and counting of votes shall be held on the date, time and place fixed by the verification officer under the supervision of the verification officer and during the counting, agents of all participating Trade Unions shall be allowed to remain present.

(7) After final counting of votes, the result shall be declared by the verification officer. The result sheet shall contain the name of all Trade Unions participated in election, total number of votes polled and the number of votes cast in favour of each of the trade unions which participated in the election.

**20. Verification report to the employer.-**The verification officer shall submit verification report along with the result sheet to the employer of industrial establishment.

**21. Recognition of Trade Union as negotiating union or constituents of negotiating council.-**

(1) On the basis of verification report submitted by verification officer, the employer of the industrial establishment shall grant recognition to a Trade Union as a negotiating union or a constituent of negotiating council as per provisions of sub-section (3) or sub-section (4) of section 14 of the Code, as the case may be.

(2) Any recognition either as negotiating union or the negotiating council shall be valid for three years from the date of recognition or constitution or such further period not exceeding five years, in total, as may be mutually decided by the employer and the Trade Union, as the case may be:

**22. Facilities to be provided by the Industrial Establishment under Sub Section (7) of Section 14.-**

In an industrial establishment, where there is a negotiating union or negotiating council, as the case may be, the employer of such industrial establishment shall provide the following facilities to the negotiating union or negotiating council, as the case may be, namely:-

- (i) notice board for the purpose of displaying information relating to activities; of negotiating union or negotiating council, as the case may be;
- (ii) venue and necessary facilities for holding discussions by the negotiating union or negotiating council, as the case may be, as per schedule and agenda to be settled between employer of the industrial establishment and the negotiating union or negotiating council, as the case may be;
- (iii) venue and necessary facilities for holding discussions amongst the members of the negotiating union or constituents of negotiating council, as the case may be;
- (iv) facility for entrance of the office bearers of the negotiating union or negotiating council, as the case may be, in the industrial establishment for the purposes of ascertaining the matters which are relating to working conditions of the workers;
- (v) employer of the industrial establishment shall deduct subscription of the members of the Trade Union on the basis of the written consent of the worker;
- (vi) when the office bearers of the negotiating union or negotiating council shall be holding meetings with the employer as per agreed schedule between employer and such employed office bearers shall be treated as on duty; and
- (vii) employer of an industrial establishment, having three hundred or more workers, shall provide suitable office accommodation with necessary facilities to the negotiating union or negotiating council, as the case may be.

**23. Utilization of the general funds of trade Union under Sub-Section (1) of Section 15.-**

The general funds of a registered Trade Union shall not be spent on any object other than specified below-

- (a) The payment of salaries, allowances and expenses to office bearers of the Trade Union;
- (b) The payment of expenses for the administration of the Trade Union, including audit of the accounts of the general funds of the Trade Union;
- (c) The prosecution or defence of any legal proceeding to which the Trade Union or any member thereof is party, when such prosecution or defence is undertaken for the purpose of securing or protecting any rights of the Trade Union as such or any rights arising out of the relations of any member with his employer or with a person whom the member employs;
- (d) The conduct of trade disputes on behalf of the Trade Union or any member thereof;
- (e) The compensation of members for loss arising out of trade disputes;
- (f) Allowances to members or their dependants on account of death, old age, sickness, accidents or unemployment of such members;
- (g) The issue of, or the undertaking of liability under policies of assurance on the lives of members, or under policies insuring members against sickness, accident or unemployment;
- (h) The provision of educational, social or religious benefits for members (including the payment of the expense of funeral or religious ceremonies for deceased members) or for the dependents of members;
- (i) The up keep of a periodical published mainly for the purpose of discussing questions affecting employers or workmen as such;
- (j) The payment, in furtherance of any objects on which the general funds of the Trade Union may be spent, of contributions to any cause intended to benefit workmen in general, provided that the expenditure in respect of such contributions in any financial year be in excess of one-fourth of the combined total of the gross income which has up to that time accrued to the general funds of the Trade Union during that year and of the balance at credit of those funds at the commencement of that year; and
- (k) Subject to any other conditions in the notification, any other objects notified by the state Government in the Official Gazette.

#### **24. Constitution of a separate fund under Sub-Section (2) of Section 15.-**

(1) A registered Trade Union may constitute a separate fund, from contributions separately levied for or made to that fund, from which payment may be made, for the promotion of the civic and political interests of its members, in furtherance of any of the objects specified in sub-rule (2) with the prior approval of the Registrar-

(2) The objects referred to in sub-rule (1) are:-

(a) The payment of any expenses incurred, either directly or indirectly, by a candidate or prospective candidate for election as a member of any legislative body constituted under the Constitution or of any local authority, before, during or after the election in connection with his candidature or election; or

(b) Holding of any meetings or the distribution of any literature or documents in support of any such candidate;

(c) The maintenance of any person who is a member of any legislative body constituted under the Constitution or of any local authority; or

(d) The registration of electors or selection of a candidate for any legislative body constituted under the Constitution or for any local authority.

(3) No member shall be compelled to contribute to the fund constituted under sub-rule (1) and a member who does not contribute to the said fund shall not be excluded from any benefits of the Trade Union, or placed in any respect either directly or indirectly under any disability or at any disadvantage as compared with other members of the Trade Union (except in relation to the control and management of the said fund) by reason of his not contributing to the said fund and contribution to the said fund shall not be made a condition for admission to the Trade Union.

(4) The funds of the Trade Union shall be deposited in a scheduled bank and operated jointly in the name of the President and at least two members of the Trade Union.

(5) Audit of such funds shall also be conducted in the same manner as specified under the Code and these rules.

(6) Any complaint of misappropriation of any funds of the registered Trade Union shall be entertained by the Registrar and the Registrar shall enquire and pass an appropriate order to the Trade Union, if any misappropriation is proved and such order shall be binding upon the Trade Union.

#### **25. Subscriptions payable by the members of the Trade Union under Sub-Section (4) of Section 15.-**

Provisions specified in Sub-Rule (1) of Rule 9 shall be applicable.

#### **26. Application for adjudication before Industrial Tribunal under Sub-Section (1) of Section 22.-**

Where any dispute arises between –

(a) one Trade Union and another; or

(b) one or more workers who are members of Trade Union and the Trade Union regarding registration, administration or management or election of office bearers of the Trade Union; or

- (c) one or more workers who are refused admission as members and the Trade Union; or
- (d) where the dispute is in respect of a Trade Union which is a federation of Trade Unions and office bearer authorized in this behalf by the Trade Union,

then, the aggrieved person may make application to the Tribunal having jurisdiction, in Form-VIII within a period of one year from the date on which the dispute arises, electronically or by registered post or by speed post or in person.

#### **27. Manner of Amalgamation of Trade Unions under Sub-Section (2) of Section 24.-**

(1) Any two or more registered Trade Unions may amalgamate together as one Trade Union with or without dissolution or division of the funds of such Trade Unions or either or any of them, provided that the votes of at least one half of the members of each or every Trade Union entitled to vote are recorded, and that at least sixty percent of the votes recorded are in favour of the proposal.

(2) The notice in writing of every amalgamation of any two or more registered Trade Union shall be signed by the Secretary and by seven members of each and every Trade Union which is a party thereto, sent it to the Registrar.

(3) The Registrar on receiving any such Notice may take steps as he thinks fit to verify the facts stated therein and to satisfy himself that the notice is genuine, and if he is not satisfied, refuse to give effect to the Notice, and if he is satisfied, he shall certify under his signature at the foot of the certificate issued under the new name that has been registered either electronically or otherwise.

(4) When the Registrar registers a change of name, he shall certify under his signature of such change of name of the Trade Union and shall issue the certificate to the applicant Trade Union and shall make entry in all appropriate records of such change of name.

#### **28. Distribution of funds of the Trade Union on dissolution.-**

Where it is necessary for the Registrar under Sub- Section (2) of Section 25 to distribute the funds of a registered Trade Union which has been dissolved, he shall divide the funds among the members in proportion to the amounts contributed by them by way of subscription during their membership through the officer appointed by the Registrar of Trade Unions. In the event of death of a member of a trade union subsequent to the date of its dissolution but prior to the distribution of funds, the Registrar shall pay the sum payable to such member to his legal dependents.

#### **29. Annual Return of Trade Union under Sub-Section (1) of Section 26.-**

(1) The general statement to be furnished under Section 26 shall be submitted to the Registrar electronically or by registered post or by speed post by the 31<sup>st</sup> of March every year and shall be in Form-II.

(2) Any Trade Union which does not submit Annual Returns for two consecutive years shall be deemed cancelled.

Provided that if the Registrar having heard the aggrieved party is of the view that the reason for non-submission of Annual Returns in time is justified, shall accept the Annual Returns so furnished.

(3) The audit of the general statement shall be done in the manner prescribed under Rule 10 of these Rules.

(4) Upon a written demand by the Registrar, report of any audit done under these rules shall be presented by the Trade Union before the Registrar within such time limit as directed by the Registrar.

(5) The Registrar may ask from the Trade Union in writing any other particulars about the general statement and the audit report, as he deems fit, for ascertaining the facts mentioned in such general statement and audit report.

### **30. Recognition of Trade Unions at State Level under Sub-Section (2) of Section 27.-**

(1) The State Government may recognise any Trade Union or federation of Trade Union as State Trade Union if the following mentioned are herein satisfied –

(a) Trade Union or federation of union has at least combined verified membership of twenty five thousand or more.

(b) The membership presence is in at least four types of industries in the State. It shall be mandatory for Registrar to have the members of State union verified through Aadhar Identification.

(2) The State Government or an officer authorised by it, shall after due enquiry, as it deems fit decide such application within thirty days of its receipt and send the copy of the decision to the applicant with a copy to the Registrar.

(3) If any dispute arises in relation to such recognition, the State Government or an officer authorised in this regard, shall refer the dispute to the State Industrial Tribunal. The State Industrial Tribunal shall, after giving opportunity of hearing to the applicant and going through the relevant records of the case, decide the appeal within sixty days and the order shall be binding upon the parties.

## **CHAPTER IV**

### **STANDING ORDERS**

**31. Manner of forwarding information to certifying officer under sub-section (3) of section 30.-** (1) If the employer adopts the model standing order of the Central Government referred to in Section 29 of the Code with respect to matters relevant to his industrial establishment or undertaking, then, he shall intimate the concerned certifying officer electronically the specific date from which the provisions of the model standing order which are relevant to his establishment have been adopted.

(2) On receipt of information in sub-rule (1) the certifying officer within a period of thirty days from such receipt may give his observation that the employer is required to include certain provisions which are relevant to his establishment and indicate those relevant provisions of the model standing orders which have not been adopted and shall also direct the employer to amend the standing order so adopted, by way of addition, deletion or modification within a period of thirty days from the date of the receipt of such direction and ask for compliance report only in respect of provisions which the certifying officer seeks to get so amended and such report shall be sent electronically by the employer.

(3) If no observation is made by certifying officer within a period of thirty days of the receipt of the information as specified in sub-rule (1) and (2), then, the standing order shall be deemed to have been adopted by the employer.

**32. Manner of choosing representatives of workers of the industrial establishment or undertaking for issuing notice by certifying officer where there is no Trade Union operating, under clause (ii) of sub-section (5) of section 30. –**

Where there is no such Trade Union as is referred to in clause (i) of said sub-section (5), then, the certifying officer shall call a meeting of the workers to choose three representatives, to whom he shall, upon their being chosen, forward a copy of the standing order requiring objections, if any, which the workers may desire to make to the draft standing order to be submitted within fifteen days from the receipt of the notice.

**33. Manner of authentication of certified standing orders under sub-section (8) of section 30.-**

Standing orders or modification in the standing orders, certified in pursuance of sub-section (8) of section 30 or the copies of the order of the appellate authority under sub-section (1) of section 33 shall be authenticated by the certifying officer or the appellate authority, as the case may be, and shall be sent electronically within a week to all concerned, but there shall not be any requirement of certification in cases of deemed certification under sub-section (3) of section 30 and in cases where the employer has certified adoption of model standing orders.

**34. Statement to be accompanied with draft standing orders under sub-section (9) of section 30.-**

A statement to be accompanied with-

(a) Draft standing order shall contain, the particulars such as name of the industrial establishment or undertaking concerned, address, e-mail address, contact number and strength and details of workers employed therein including particulars of Trade union to which such workers belong; and

(b) Draft modification in the existing standing orders, shall contain the particulars of such standing orders which are proposed to be modified along with a tabular statement containing details of each of the relevant provision of standing order in force and proposed modification therein and reasons thereof and such statement shall be signed by a person authorized by the industrial establishment or undertaking.

(c) The model standing orders, if modified, shall also apply to all the units of the industrial establishment or undertaking in the country.

**35. Conditions for submission of draft standing order in similar establishment under sub- section (10) of section 30.-**

In cases of group of employers engaged in similar industrial establishment may submit a joint draft standing order under section 30 of the Code and for the purpose of proceedings specified in sub- sections (1), (5), (6), (8) and (9) thereof after consultation with the concerned Trade Unions, negotiating union or negotiating council or three number of workmen representative in case no Trade Union exist:

Provided that the joint draft standing orders, in cases of group of employers engaged in similar industrial establishments, will be drafted and submitted to the Labour Commissioner, Nagaland who shall, in consultation with the concerned certifying officers, certify or refuse to certify the said joint draft standing order, after recording reasons therefore.

Provided further that certifying officer shall give notice to all the concerned parties, and ensure reasonable opportunity of being heard before certifying the standing orders.

**36. Manner of disposal of appeal by appellate authority under section 32.-**

(1) An employer or Trade Union or the negotiating union or negotiating council, or where there is no negotiating union or negotiating council in an industrial establishment or undertaking, any union or such representative body of the workers of the industrial establishment or undertaking, may prefer an appeal against the order of the certifying officer made under sub-section (5) of section 30 within sixty days of the receipt of such order, and for that purpose draw up a memorandum of appeal in a tabular form stating therein the provisions of the standing orders which are required to be altered or modified or deleted or added along with the reasons thereof, and file it electronically or in person with the appellate authority.

(2) The appellate authority shall fix a date for the hearing of the appeal and direct notice thereof to be given, —

- (a) where the appeal is filed by the employer, to Trade Union or the negotiating union or negotiating council, as the case may be, or where there is no negotiating union or negotiating council in an industrial establishment or undertaking, any union or such representative body of the workers of the industrial establishment or undertaking;
- (b) where the appeal is filed by a Trade Union or the negotiating union or negotiating council, to the employer and the negotiating union or the negotiating council or all other Trade Unions of the workers of the industrial establishment, as the case may be, or where there is no negotiating union or negotiating council in an industrial establishment or undertaking, any union or such representative body of the workers of the industrial establishment or undertaking; and
- (c) where the appeal is filed by a representative body of the workers, to the employer and other Trade Unions of the workers of the industrial establishment, or where there is no trade union of the workers in an industrial establishment or undertaking, any other worker who joins as a party to the appeal.

(3) The appellant shall furnish each of the respondents with a copy of the memorandum of appeal referred to in sub-rule (1).

(4) The appellate authority may at any stage of the proceeding call for any evidence, if it considers necessary for the disposal of the appeal.

(5) On the date fixed under sub-rule (2) for the hearing of the appeal, the appellate authority shall take such evidence as it may have called for or considers relevant, if produced, and after hearing the parties, dispose of the appeal.

### **37. Sending of order and maintaining of standing orders.-**

(1) The order of the appellate authority shall be sent electronically or otherwise within three days of the disposal of appeal to the employer or Trade Union or the negotiating union or negotiating council or any union or representative body of the workers, as the case may be, by whom the appeal has been filed.

(2) The text of the standing orders as finally certified or deemed to have been certified or adopted model standing orders under this Chapter, shall be maintained by the employer in Hindi or in English and in the language understood by majority of workers where the industrial establishment is situated.

(3) The certified standing orders shall be displayed in legible condition by the employer on the special board to be maintained for the purpose at the entrance or near the entrance of the industrial establishment through which majority of workers enter and may also be posted on the designated portal/website, if any, of such industrial establishment.

### **38. Register for final certified copy of Standing Order under section 34.-**

(1) The certifying officer shall maintain electronically, a register of all standing orders certified or deemed to have been certified or adopted model standing orders of all the concerned industrial establishments, inter-alia, containing the details of –

(a) the unique number assigned to each standing order;

(b) name of industrial establishment;

(c) nature of industrial establishment;

(d) date of certification or deemed certification or date of adoption of model standing order by each establishment or undertaking;

(e) the areas of the operation of the industrial establishment; and

(f) such other details as may be relevant and helpful in retrieving the standing orders and create a data base of such of all standing orders.

(2) The certifying officer shall furnish a copy of the certified standing orders or deemed certifying orders to any person applying there for on payment of two rupees per page of the certified standing orders or deemed certified standing orders, as the case may be. The payment for such purpose can also be made through electronic mode.

**39. Application for modification of Standing Order under sub-section (2) of section 35.-**

The application for modification of an existing standing order under sub-section (2) of section 35 shall be submitted electronically and contain the particulars of such standing orders which are proposed to be modified along with a tabular statement containing details of each of the relevant provisions of standing order in force, and proposed modifications therein, reasons thereof and the details of registered Trade Union(s) operating therein, and such statement shall be signed by a person authorized by the industrial establishment or undertaking.

**CHAPTER V****NOTICE OF CHANGE**

**40. The manner of giving of notice for change proposed to be effected under clause (i) of section 40.-**(1) Any employer intending to effect any change in the conditions of service applicable to any worker in respect of any matter specified in the Third Schedule to the Code, shall give notice in Form-IX to such worker affected by such change and shall also upload such notice on the designated portal, if any, of the industrial establishment.

(2) The notice referred in sub-rule (1) shall be displayed conspicuously by the employer on the notice board at the main entrance of the industrial establishment and the office of the concerned Manager of the industrial establishment:

Provided that where there is a registered Trade Union or registered Trade Unions relating to the industrial establishment, a copy of such notice shall also be served on the Secretary of such Trade Union or each of the Secretaries of such Unions, as the case may be.

**CHAPTER VI****VOLUNTARY REFERENCE OF DISPUTES TO ARBITRATION**

**41. Form of arbitration agreement and the manner thereof under sub-section (3) of section 42. –**

(1) Where the employer and workers agree to refer the dispute to arbitration, the Arbitration Agreement shall be in Form-X and shall be signed by the parties to the agreement. The agreement shall be accompanied by the consent either in writing or electronically of arbitrator or arbitrators.

(2) The Arbitration Agreement referred to in sub-rule (1) shall be signed.-

(a) In case of an employer, by the employer himself, or when the employer is an incorporated company or other body corporate, by the agent, manager or other officer of the corporation authorized for such purposes;

(b) In the case of the workers by the officer of the registered Trade Union authorized in this behalf or by three representatives of the workers duly authorized in this behalf at a meeting of the concerned workers held for such purpose;

(c) In the case of an individual worker, an individual worker by the worker himself or by an officer of registered Trade Union of which the worker is a member:

Explanation. - (1) In this rule, the expression 'officer' means any officer of a registered Trade Union or an association of the employer authorized for such purpose;

(2) In this rule 'officer' means any of the following officers, namely:-

(a) the President;

(b) the Vice-President;

(c) the Secretary (including the General Secretary);

(d) a Joint Secretary; and

(e) any other officer of the Trade Union authorized in this behalf by the President and Secretary of the Union.

#### **42. Manner of issue of notification under sub-section (5) of section 42.-**

Where an industrial dispute has been referred to arbitration and the State Government is satisfied that the persons making the reference represent the majority of each party, it shall publish a notification in this behalf in the Official Gazette and electronically for the information of the employers and workers who are not parties to the arbitration agreement but are concerned in the dispute and they may present their case before the arbitrator or arbitrators appointed for such purpose.

#### **43. Manner of choosing representatives of workers where there is no Trade Union under sub-section (5) of section 42.-**

Where there is no Trade Union, the representative of workers to present their case before the arbitrator or arbitrators in pursuance of Clause (c) of the proviso to Sub-Section (5) of Section 42, shall be chosen by a resolution passed by the majority of concerned workers in Form- XI authorizing therein to represent the case. Such workers shall be bound by the acts of representatives who have been authorized to represent before the arbitrator or arbitrators, as the case may be.

### **CHAPTER-VII**

#### **MECHANISM FOR RESOLUTION OF INDUSTRIAL DISPUTES**

#### **44. Matters in respect of which a Conciliation Officer and Tribunal shall have powers of a Civil Court under clause (d) of section (3) of Rule 49.-**

(1) The Conciliation Officer and the Tribunal shall have powers of a Civil Courts as are vested in a Civil Court under the Code of Civil Procedure, 1908 (5 of 1908) when trying a suit in respect of the following matters namely:

(a) Inspection of premises of establishment and documents;

- (b) Receiving evidence on Affidavit;
- (c) Discovery of the documents;
- (d) Investigation and enquiry;
- (e) Any other matters that may be prescribed by the State Government.

(2). Terms and conditions of service of the office of the Judicial Member and the Administrative Member of the Tribunal constituted by the State Government under Sub-Section (1) of Section 44-

(1) The Judicial member shall be appointed by the State Government and the person so appointed shall not be qualified for such appointment unless-

(a) He is, or has been, a Judge of High Court; or

(b) He has for the period of not less than three years, been a district Judge or an additional District Judge;

(c) Every person appointed as Judicial Member shall before entering upon his office, make and subscribe an oath of office and secrecy in the Form-XII annexed to these Rules.

(2) The Administrative Member of the Tribunal shall be appointed by the State Government from the persons who have held the post not below the rank of Joint Secretary to the Government of India or an equivalent rank in the Central Government or in the State Government.

(a) Every person appointed as Administrative Member shall before entering upon his Office, make and subscribe an oath of office and secrecy in the Form-XII annexed to these Rules.

(3) The salaries and allowances, resignation, removal and other terms and conditions of the Judicial/Administrative Member so appointed shall be the same as are applicable to them in their respective Cadres of service.

(4) A Judicial Member/Administrative Member shall hold office for a term of four years from the date on which he enters upon his office or till he attains the age of sixty five years, whichever is earlier.

(5) The State Government shall fill vacancy under Sub-Section (9) of Section 44 of the Code in the Industrial Tribunal arising out of retirement, transfer, dismissal or any other reason in accordance with these rules.

(6) A Judicial Member/Administrative Member may, resign his office at any time by giving notice to this effect in writing under his hand addressed to the State Government:

Provided that the Judicial Member/Administrative Member shall, unless he is permitted by the State Government to relinquish office sooner, continue to hold office until the expiry of three months from the date of receipt of such notice or until a person duly appointed as a successor enters upon his office or until the expiry of his term of the office, whichever is earlier.

(7) The State Government shall remove any Judicial Member/Administrative Member who:-

- (a) Has been adjudged as an insolvent
- (b) Has been convicted of an offence which, involves moral turpitude; or
- (c) Has become physically or mentally incapable of acting as such a Judicial Member/Administrative Member or
- (d) Has acquired such financial or other interest as is likely to effect prejudicially to the public interest;
- (e) Has so abused his position as to render his continuance in office prejudicial to the public interest:

Provided that where a Judicial Member/Administrative Member is proposed to be removed on any grounds specified in clause (b) to (e), he shall be informed of the charges against him and given an opportunity of being heard in respect of those charges.

(8) Matter relating to the terms and conditions of services of the Judicial Member/Administrative Member with respect to which no express provisions has been made in these Rules, shall be referred by the Industrial Tribunal to the State Government for its decision, and the decision of the State Government thereon shall be binding.

**45. Manner of holding conciliation proceedings under sub-section (1), full report under sub-section (4), and application and the manner of deciding such application under sub-section (6) of section 53.-**

(1) Where any industrial dispute exists or is apprehended or a notice under section 62 has been given, the conciliation officer on receipt of such application shall examine the application and if he finds that the dispute pertains to the jurisdiction of State Government shall transfer the dispute to the concerned authority. In other cases, he will issue first notice to the parties concerned declaring his intention to commence conciliation proceedings.

(a) The employer or the workers representative in the first meeting shall submit their respective statement in the matter of said dispute;

(b) The conciliation officer shall hold conciliation proceedings for the purpose of bringing about a settlement of the dispute and may do all such things as he thinks fit for the purpose of inducing the parties to come to a fair and amicable settlement.

(2) If no such settlement is arrived at in the conciliation proceeding referred to in sub-rule (1), the conciliation officer shall submit a report electronically or in any other form to the concerned parties and the State Government within seven days from the date on which the conciliation proceedings are concluded.

(3) The report referred to in sub-rule (2) shall be accessible or provided to the parties concerned.

(4) The report referred to in sub-rule (2) shall contain inter-alia the submissions of the employer, worker or Trade union, as the case may be, and it shall also contain the efforts

made by the conciliation officer to bring the parties to the amicable settlement, reasons for refusal of the parties to resolve the dispute and the conclusion of the conciliation officer.

(5) Any dispute which is not settled during the conciliation proceedings, then, either of the concerned party may make an application in Form-XIII before the Industrial Tribunal within ninety days from the date of the report under sub-rule (2).

(6) In case of an industrial dispute which has not been settled during the conciliation proceedings, an application may be made before the Tribunal by either of the parties concerned for adjudication. The Tribunal shall direct the party raising the dispute to file a statement of claim with complete details along with relevant documents, list of supporting documents and witnesses within thirty days from the date on which application is filed.

(7) The Tribunal after ascertaining that the copies of statement of claim and other related documents are furnished to the other side by the party raising the dispute, the Tribunal shall fix the first hearing as soon as possible and within a period of one month from the date of receipt of the application. The opposite party or parties shall file their written statement together with supporting documents and the list thereof and list of witnesses, if any, within a period of thirty days from the date of first hearing and simultaneously forward a copy thereof to the opposite party or parties for service.

(8) Where the Tribunal finds that the party raising the dispute, despite its directions, did not forward the copy of the statement of claim and other documents to the opposite party or parties, it shall give directions to the concerned party to furnish the copy of the statement to the opposite party or parties, granting extension of fifteen days for filing the statement, if the Tribunal finds sufficient cause for not filing the statement of claim and other documents within time.

(9) Evidence shall be recorded either in Tribunal or, as the case maybe, filed on affidavit but in the case of affidavit the opposite party shall have the right to cross-examine each of the deponents filing the affidavit. Where the oral examination of each witness proceeds, the Tribunal shall make a memorandum of the substance of what is being deposed. While recording the oral evidence, the Tribunal shall follow the procedure laid down in rule 5 of Order XVIII of the First Schedule to the Code of Civil Procedure, 1908 (5 of 1908).

(10) On completion of evidence, arguments may be heard immediately or a date may be fixed for arguments, which shall not be beyond a period of fifteen days from the closure of evidence.

(11) The Tribunal shall not ordinarily grant an adjournment for a period exceeding a week at a time, but not in any case more than three adjournments in all, at the instance of the parties to the dispute, shall be granted:

Provided that the Tribunal for reasons to be recorded in writing, grant an adjournment exceeding a week at a time but not in any case more than three adjournments, at the instance of any one of the parties to the dispute, shall be granted.

(12) In case any party defaults or fails to appear at any stage, the Tribunal may proceed with the case ex-parte, and decide the application in the absence of the defaulting party:

Provided that the Tribunal may on the application of either party filed before the submission of the award, revoke the order that the case shall proceed ex- parte, if it is satisfied that the absence of the party was on justifiable grounds, and proceed further to decide the matter as contested.

(13) The Tribunal shall communicate its Award electronically to the parties concerned and the State Government within one month from the date of the pronouncement of the award.

(14) The Tribunal may summon and examine any person whose evidence appears to it to be material for deciding the case and shall be deemed to be a civil court within the meaning of sections 345, 346 and 348 of the Code of Criminal Procedure, 1973 (1 of 1974).

(15) Where assessors are appointed to advise a Tribunal under sub-section (5) of section 49 in relation to proceeding before it, the Tribunal shall obtain the advice of such assessors, but such advice shall not be binding on such Tribunals.

(16) A party in an award, who wants to obtain a copy of the award or other document, may obtain a copy of the award or other document after depositing the fee electronically in the Tribunal in the following manner, namely:-

(a) fee for obtaining a copy of an award or the document filed in any proceedings of Tribunal be charged at the rate of Rs. Two per page.

(b) For certifying a copy of any such award or order or document, a fee of Rs. Two per page shall be payable.

(c) Copying and certifying fees shall be payable electronically or otherwise.

(d) Where a party applies for immediate delivery of a copy of any such award or document, an additional fee equal to one-half of the fee leviable under this rule shall be payable.

(17) The representatives of the parties appearing before a Tribunal shall have the right of examination, cross-examination and of addressing the Tribunal when evidence has been called.

(18) The proceedings before Tribunal shall be held in open court: Provided that the Tribunal may direct any proceeding before it to be held by video conferencing:

Provided further that Tribunal may at any stage direct that any witness shall be examined or its proceedings be held in-camera.

## CHAPTER VIII

### STRIKES AND LOCK-OUTS

**46. Number of persons by whom the notice of strike shall be given, the person or persons to whom such notice shall be given and the manner of giving such notice under sub-section (4) of section 62. –**

(1) The notice of strike referred to in sub-section (1) of section 62 shall be given to the employer of an industrial establishment in Form-XIV which shall be duly signed by the Secretary or where there is no registered Trade Union, by five elected representatives of the workers giving the notice relating to the concerned industrial establishment, endorsing the copy thereof electronically or by registered post or speed post to the concerned conciliation officer and Labour Commissioner, Nagaland.

(2) The date of receipt of the notice referred to in sub-section (1) shall be the date of receiving the notice for the purposes of clause (a) of sub-rule (1) of rule 24.

(3) If the employer of an industrial establishment receives from any person employed by him any notice of strike as referred to in sub-section (1) of section 62 then he shall within five days from the date of receiving of such notice, intimate the same electronically or otherwise to the concerned conciliation officer and Labour Commissioner, Nagaland.

**47. Manner of giving notice of lock-out under sub-section (5) and authority under sub-section (6) of section 62. –**

(1) The notice of lock-out referred to in sub-section (2) of section 62 shall be given by the employer of an industrial establishment in Form-XV to the Secretary of every registered Trade Union relating to such industrial establishment endorsing a copy thereof to the concerned conciliation officer, Labour Commissioner and the State Government electronically or otherwise. The notice shall be displayed conspicuously by the employer on a notice board or on electronic board at the main entrance to the industrial establishment and the date of receipt of such notice by the conciliation officer shall be the date of receiving the notice for the purposes of clause (a) of sub-rule (1) of rule 24.

(2) If the employer gives to any person employed by him a notice of lock-out, then he shall within five days from the date of such notice, intimate electronically or otherwise the same to the concerned conciliation officer and the Labour Commissioner, Nagaland.

## CHAPTER IX

### LAY-OFF, RETRENCHMENT AND CLOSURE

**48. Manner of serving notice before retrenchment of the worker under clause (c) of section 70.–**

If any employer desires to retrench any worker employed in his industrial establishment who has been in continuous service for not less than one year under him then, such employer shall give notice of such retrenchment, in Form-XVI to the Labour Commissioner and the concerned Officer having jurisdiction through e-mail or, by registered or speed post, in the following manner, namely: —

- (a) where notice is given to a worker, notice of retrenchment shall be sent within three days from the date on which notice is served on the worker;

- (b) where no notice is given to the worker and he is paid one month's wages in lieu thereof, notice of retrenchment shall be sent within three days from the date on which such wages are paid; and
- (c) where retrenchment is carried out under an agreement, which specifies a date for the termination of service, notice of retrenchment shall be sent so as to reach the Central Government and a copy thereof to the Deputy Labour Commissioner, Nagaland at least one month before such date:

Provided that if the date of termination of service agreed upon is within thirty days of the agreement, the notice of retrenchment shall be sent to Central Government along with a copy thereof to the, Deputy Labour Commissioner, Nagaland concerned within three days of the agreement.

**49. Manner of giving an opportunity for re-employment to the retrenched workers under Section 72.-**

(1) The employer shall prepare a list of all workers in the particular category from which retrenchment is contemplated, arranged according to the seniority of their service in that category and cause a copy thereof to be pasted on a notice board in a conspicuous place in the premises of the industrial establishment at least seven days before the actual date of retrenchment.

(2) When any vacancy occurs in an industrial establishment and there are workers of such industrial establishment retrenched within one year prior to the proposal for filling such vacancies, then, the employer of such industrial establishment shall, if such workers are citizens of India and have given their willingness for employment, give them preference over other on the basis of their service seniority.

(3) The employer shall arrange for the display on a notice board in a conspicuous place in the premises of the industrial establishment the details of vacancies at least fifteen days before the date on which such vacancies are to be filled and shall also give intimation of those vacancies by registered post or speed post or through e-mail to every one of all the retrenched workers eligible to be considered thereof, to the latest address or e-mail, given by each of them at the time of retrenchment or at any time thereafter:

Provided that when the number of such vacancies is less than the number of retrenched workers, it shall be sufficient if the intimation is given by the employer individually to the senior most retrenched workers in the list referred to in sub-rule (1) and the number of such senior-most workers being double the number of such vacancies:

Provided further that where the vacancy is of duration of less than one month there shall be no obligation on the employer to send intimation of such vacancy to individual retrenched workers:

Provided also that if a retrenched worker, without sufficient cause being shown in writing to the employer, does not offer himself for re-employment on the date or dates specified in the intimation sent to him by the employer under this sub-rule, the employer may not intimate to him the vacancies that may be filled on any subsequent occasion.

(4) Immediately after complying with the provisions of sub-rule (3), the employer shall also inform the negotiating union or the constituent of negotiating council or Trade Unions connected with the industrial establishment, of the number of vacancies to be filled and names of the retrenched workers to whom intimation has been sent under that sub-rule:

Provided that the provisions of this sub-rule need not be complied with by the employer in any case where intimation is sent to every worker mentioned in the list prepared under sub-rule (1).

**50. Manner of serving notice by the employer for intended closure under sub-section (1) of section 74.-**

(1) If an employer intends to close down an industrial establishment he shall give notice of such closure in Form-XVI to the State Government and a copy thereof to the concerned Labour Commissioner and the Assistant Labour Commissioner by e-mail or registered post or speed post.

(2) A copy of the notice referred to in sub-rule (1) shall also be sent to the registered Trade Unions or authorized representatives of workers, as the case may be, operating in the Industrial establishments.

## CHAPTER X

### SPECIAL PROVISIONS RELATING TO LAY-OFF, RETRENCHMENT AND CLOSURE IN CERTAIN ESTABLISHMENTS

**51. Manner of making application to the State Government by the employer for the intended lay-off and the manner of serving copy of such application to workers under sub-section (2) of section 78.-**

An application for permission under sub-section (1) of section 78 shall be made by the employer in Form- XVII stating clearly therein the reasons for the intended lay off and a copy of such application shall be served simultaneously to the worker concerned electronically and by registered post or speed post. Such application shall also be displayed conspicuously by the employer on a notice board or on electronic board at the main entrance of the industrial establishment.

**52. Manner for applying for permission from the State Government to continue the lay-off under sub-section (3) of section 78.-**

The employer shall in case of an industrial establishment specified in sub-section (3) of section 78 where the workers (other than Badli workers or casual workers) have been laid-off under sub-section (1) of section 78 for reasons of fire, flood or excess of inflammable gas or explosion, within a period of thirty days from the date of commencement of such lay-off, apply in Form-XVII electronically and by registered or speed post with a copy to the concern Labour Commissioner or concern officer having jurisdiction for permission to continue the lay-off specifying the number of days; intimating the number of workers to be laid off, the total number of workers employed in the industrial establishment, the date of layoff and the reasons for continuation of such lay off.

**53. Time-limit for review under sub-section (7) of section 78.-**

(1) The State Government may, either on its own motion or on the application made by the employer or any worker, review its order granting or refusing to grant permission under sub-section (4) of the section 78.

(2) The employer or any worker concerned, along with the order referred to in sub-rule (1), may make an application, within thirty days from the date on which the order is made, to the State Government for reviewing the order and that Government shall, within two months from the date on which the application is made, dispose of the same after providing the concerned parties an opportunity of being heard.

(3) Where the State Government decides to review the order referred to in sub-section (1) on its own motion, it may take necessary steps within one month from the date on which the order is made and after providing the concerned parties an opportunity of being heard, dispose of such review within a period of two months from the date on which such decision is taken.

**54. Manner of making application to the State Government by the employer for the intended retrenchment and manner of serving copy of such application to workers under sub-section (2) of section 79.-**

An application for permission referred to in sub-section (1) of section 79 shall be made by the employer in Form- XVII stating clearly therein the reasons for the intended retrenchment electronically and a copy of such application shall also be sent to workers electronically and by registered post or speed post. Such application shall also be displayed conspicuously by the employer on a notice board or on electronic board at the main entrance to the industrial establishment.

**55. Time-limit for review under sub-section (6) of section 79.-**(1) The State Government may, either on its own motion or on the application made by the employer or any worker, review its order granting or refusing to grant permission under sub-section (3) of section 79.

(2) The employer or any worker concerned, along with the order referred to in sub-rule (1), may make an application within thirty days from the date on which such order is made, to the State Government for reviewing that order and that Government shall within a period of two months from the date on which such application is made, dispose of the application after providing the concerned parties an opportunity of being heard.

(3) Where the State Government decides to review the order referred to in sub-section (1), on its own motion, it may take necessary steps within one month from the date on which such order is made and after providing the concerned parties an opportunity of being heard, dispose of such review within a period of two months from the date on which such decision is taken.

**56. Manner of making application to the State Government by the employer for intended closing down of an industrial establishment and the manner of serving copy of such application to the representatives of workers under sub-section (1) of section 80.-**

An employer who intends to close down an industrial establishment to which Chapter X of the Code applies shall apply electronically in Form XVII for prior permission at least ninety days before the date on which intended closure is to become effective to the State Government, stating clearly therein the reasons for the intended closure of the industrial establishment and simultaneously a copy of such application shall also be sent to the representatives of the workers and the Labour Commissioner electronically and by registered post or speed post and shall be conspicuously displayed by the employer on a notice board at the main entrance of the industrial establishment.

**57. Time-limit for review under sub-section (5) of section 80.-**

(1) The State Government may, either on its own motion or on an application made by the employer or any worker, review its order granting or refusing to grant permission under sub-section (2) of section 80.

(2) The employer or any worker concerned may make an application along with the order referred to in sub-rule (1), within thirty days from the date on which such order is made, to the State Government for reviewing that order and that Government shall, within two months from the date on which such application is made, dispose of that application after providing the concerned parties an opportunity of being heard.

(3) Where the State Government decides to review the order referred to in sub-section (1) on its own motion, it may take necessary steps within one month from the date on which the order is made, and after providing the concerned parties an opportunity of being heard, dispose of such review within a period of two months from the date on which such decision is taken.

## CHAPTER XI

### WORKER RE-SKILLING FUND

**58. Contributions to the worker re-skilling fund under clause (b) of Sub-Section (2) of Section 83-**

(1) The State Government may contribute to worker re-skilling fund for the purpose of re-skilling of workers.

(2) Corporate bodies may contribute to the worker re-skilling fund as Corporate Social Responsibility within the meaning of the Company Act, 2013.

(3) Any individual may contribute to re-skilling fund.

(4) Any other source as may be notified by the State Government.

**59. Manner of utilization of fund under sub-section (3) of section 83.-**

Every employer who has retrenched a worker or workers under this Code, shall, within ten days, at the time of retrenching a worker or workers shall electronically transfer an amount equivalent to fifteen days of last drawn wages of such retrenched worker or workers in the account (name of the account shall be displayed on the official website of the Labour

Department, Nagaland). The fund so received shall be transferred by the State Government to each worker or workers' account electronically within forty five days of receipt of funds from the employer and the worker shall utilize such amount for his re-skilling. The employer shall also submit the list containing the name of each worker retrenched, the amount equivalent to fifteen days of wages last drawn in respect of each worker along with their bank account details to enable the State Government to transfer the amount in their respective account.

## CHAPTER XII

### OFFENCES AND PENALTIES

#### **60. Manner of composition of offence by a Gazetted Officer specified under sub-section (1) of section 89 and the manner of making application for the compounding of an offence specified under sub-section (4) of section 89.-**

(1) The officer notified by the State Government for the purposes of compounding of offences under sub-section (1) of section 89 (hereinafter referred to as the compounding officer), shall in the offences in which prosecution is not instituted, if the compounding officer is of the opinion that any offence under the Code for which the compounding is permissible under section 89, he shall send a notice electronically and registered post or speed post or manually under proper receipt to the accused in Form- XVIII consisting of three parts.

In part I of such Form, the compounding officer shall inter- alia specify the name of the offender and his other particulars, the details of the offence and in which section the offence has been committed, the compounding amount required to be paid towards the composition of the offence.

Part II of the Form shall specify the consequences if the offence is not compounded and part III of the Form shall contain the application to be filed by the accused if he desires to compound the offence. Each notice shall have a continuous unique number containing alphabets or numeric and other details such as officer sending notice, year, place, type of inspection for the purpose of easy identification.

(2) The accused to whom the notice referred to in sub-rule (1) is served, may send the part III of the Form duly filled by him to the compounding officer electronically and deposit the compounding amount electronically or otherwise, within fifteen days of the receipt of the notice, in the account specified by the compounding officer in the notice.

(3) Where the prosecution has already been instituted against the accused in the competent Court, he may make an application to the Court to compound the offence against him and the Court, after considering the application, may allow composition of the offence by the compounding officer in accordance with provisions of section 89.

(4) If the accused complies with the requirement of sub-rule (2), the compounding officer shall compound the offence for the amount of money deposited by the accused and-

(a) if the offence is compounded before the prosecution, then no complaint for prosecution shall be instituted against the accused; and

(b) if the offence is compounded after institution of prosecution under sub-rule (3) with the permission of the Court, then, the compounding officer shall treat the case as closed as if no prosecution had been launched and will proceed in accordance with composition as under clause (a) and intimate the composition of offence to the competent Court in which the prosecution is pending and after receiving such intimation, the Court shall discharge the accused and close the prosecution.

(5) The compounding officer shall exercise the powers to compound the offence under this rule, subject to the direction, control and supervision of the State Government.

### CHAPTER XIII

#### MISCELLNEOUS

##### **61. Protected workers under sub-section (3) and (4) of section 90.-**

(1) Every registered Trade Union connected with an industrial establishment, to which the Code applies, shall communicate to the employer before the 30<sup>th</sup> April of every year, the names and addresses of such of the officers of the Union who are employed in that establishment and who, in the opinion of the Union should be recognised as —protected workers. Any change in the incumbency of any such officer shall be communicated to the employer by the union within fifteen days of such change.

(2) The employer shall, subject to sub-section (3) and sub-section (4) of section 90, recognise such workers to be —protected workers for the purposes of section 90 and communicate to the Union, in writing, within fifteen days of the receipt of the names and addresses under sub-rule (1), the list of workers recognised as protected workers for the period of twelve months from the date of such communication.

(3) Where the total number of names received by the employer under sub-rule (1) exceeds the maximum number of protected workers, admissible for the industrial establishment, under sub-section (4) of section 90, the employer shall recognise as protected workers only such maximum number of workers:

Provided that where there is more than one registered Trade Union in the industrial establishment, the maximum number shall be so distributed by the employer among the Unions that the numbers of recognised protected workers in individual Unions bear practicably by the same proportion to one another as the membership figures of the Unions. The employer shall in that case intimate in writing to the President or the Secretary of the each concerned Union the number of protected workers allotted to it:

Provided further that where the number of protected workers allotted to a Union under this sub-rule falls short of the number of officers of the Union seeking protection, the union shall be entitled to select the officers to be recognised as protected workers. Such selection shall be

made by the Union and communicated to the employer within five days of the receipt of the employer's letter in this regard.

(4) When a dispute arises between an employer and any registered Trade Union in any matter connected with the recognition of protected workers' under this rule, the dispute shall be referred to the Labour Commissioner and concern officer having jurisdiction, whose decision thereon shall be final.

**62. Manner of making complaint by an aggrieved worker under section 91.-**

(1) Every complaint under section 91 of the Code shall be made electronically and by registered post or speed post in Form-XIX and shall be accompanied by as many copies as there are opposite parties mentioned in the complaint.

(2) Every complaint under sub-rule (1) shall be verified by the worker making the complaint or by authorized representative of the worker proved to the satisfaction of the conciliation officer, arbitrator or Tribunal, as the case may be, to be acquainted with the facts of the case.

(3) The person verifying the complaint shall specify, by reference to the numbered paragraphs of the complaint, what he verifies of his own knowledge and what he verifies upon information received and believed to be true.

(4) The verification shall be signed by the authorised person making it and shall state on which date and the place was signed.

**63. Manner of authorization of worker for representing in any proceeding under sub-section (1) of section 94.-**

Where the worker is not a member of any Trade Union, then, any member of the executive or other office-bearer of any Trade Union connected with or by any other worker employed in the industry in which the worker is employed may be authorized by such worker to represent him in any proceeding under the Code relating to a dispute in which the worker is a party in Form- XX.

**64. Manner of authorization of employer for representing in any proceeding under sub-section (2) of Section 94.-**

Where the employer, is not a member of any association of employers, may authorize in Form-XXI an officer of any association of employers connected with, or by any other employer engaged in, the industry in which the employer is engaged to represent him in any proceeding under the Code relating to a dispute in which the employer is a party.

**65. Manner of holding an enquiry under sub-section (1) of section 85.-**

(1) Complaint .— (1) On receipt of a complaint of the offence committed under sub-sections (3), (5), (7), (8), (9), (10), (11) and (20) of section 86 and sub-section (7) of section 89, the State Government may appoint any officer not below the rank of Under Secretary to the Government of India or an officer of equivalent rank in the State Government as notified by the State Government under sub-section (1) of section 85 (hereinafter referred to as the enquiry officer).

(2) Issue of Notice.— If the complaint filed is admitted by the Enquiry officer, he shall call upon the person or persons through a notice to be sent electronically and a copy of the same to be posted on online Portal to appear before him on a specified date together with all relevant documents and witnesses, if any, and shall inform the complainant of the date so specified.

(3) If the person or his representative fails to appear on the specified date, the Enquiry Officer may proceed to hear and determine the complaint ex-parte.

(4) If the complainant fails to appear on the specified date without any intimation to the Enquiry officer on two consecutive dates, the complaint may be dismissed.

Provided that not more than three adjournments may be given on the joint application made by complainant and the opposite party.

Provided further that the enquiry officers shall at his discretion permit hearing the parties or any of the party, as the case may be, through video conferencing.

(5) Authorisation.—The authorisation to appear on behalf of any person, under section sub-section (2) of section 85 shall be given by a certificate or electronic certificate, as the case may be, which shall be presented to the Enquiry Officer during the hearing of the complaint and shall form part of the record.

(6) Permission to appear.—Any person who intends to appear in the proceeding on behalf of complainant shall present before the Enquiry Officer and submit a brief written statement explaining the reason for his appearance. The Enquiry officer shall record an order on the statement and in the case of refusal shall include reasons for the same, and incorporate it in the record.

(7) Presentation of documents.— Complaint or other documents relevant to the complaint may be presented in person to the Enquiry Officer at any time during hours fixed by the Enquiry Officer, or may be sent to him electronically or by registered post or speed post.

(8) The Enquiry Officer shall endorse, or cause to be endorsed, on each document the date of the presentation or receipt, as the case may be. If the documents have been submitted electronically, no such endorsement shall be necessary.

(9) Refusal to entertain complaint.—

(a) The Enquiry Officer may refuse to entertain a complaint presented under sub-section (1) of section 85 if after giving the complainant an opportunity of being heard, the Enquiry Officer is satisfied, for reasons to be recorded in writing that—

(i) the complainant is not entitled to present the complaint; or

(ii) the complainant is barred by limitation under the provisions of this Code

(iii) the complainant fails to comply the directions given by the Enquiry Officer under sub-section (2) of section 85.

(b) The Enquiry Officer may refuse to entertain complaint which is otherwise incomplete. He may ask complainant to rectify the defects and if the Enquiry Officer thinks that the complaint cannot be rectified he may return the complaint indicating the defects and, if he, so refuses shall return it at once indicating the defects. If the complaint is presented again, after the defects have been rectified, the date of representation shall be deemed to be the date of presentation for the purpose of sub-section (1) of section 85.

(10) Record of proceedings.— The Enquiry Officer shall in all cases mention the particulars at the time of passing of order containing the details, i.e., date of complaint, name and address of the complainant, name and address of the opposite party or parties, section-wise details of the offence committed, plea of the opposite party, findings and brief statement of the reason and penalty imposed with signature, date and place.

(11) Exercise of powers.—In exercise of the powers of a Civil Court, conferred under the Code of Civil Procedure, 1908, the Enquiry Officer shall be guided in respect of procedure by relevant orders of the First Schedule of the Code of Civil Procedure, 1908, with such alterations as the Enquiry Officer may find necessary, not affecting their substance, for adapting them to the matter before him, and save where they conflict with the express provisions of this Code or these rules.

(12) Order or direction when to be made.—The Enquiry Officer, after the case has been heard, shall make the order or direction on a future date to be fixed for this purpose.

(13) Inspection of documents.—Any person, who is either a complainant or an opposite party or his representative, or any person permitted under sub-rule (3) shall be entitled to inspect any complaint, or any other document filed with the Enquiry Officer be, in a case to which he is a party.

#### **66. Submission of a copy of the Form to the office of Director General, Labour Bureau under clause (zzf) of sub-section 2 of Section 99.-**

A copy of each Form XV (notice of strike), Form XVI (notice of lockout), Form XVII (notice for intimation of retrenchment or closure to the State Government), Form XVIII (Application for permission of lay-off or retrenchment or closure), and Form XIX (compounding of offences), shall be shared electronically with Director General, Labour Bureau in auto-mode.

#### **67. Collection of Labour Statistics.-**

For the purpose of any provisions made under this rule the appropriate government shall mean the office of the Director General, Labour Bureau in the collection of annual statistical information on any matter under this code in the specified form electronically.

#### **68. Manner of engaging Fixed Term Employment.-**

Any employer or worker engaged on the basis of written contract of employment for a fixed period within the meaning of Rule 2 section (O) shall not be engaged for the same work in an establishment for a total period exceeding three (3) years.

#### **69. Repeal and Savings.-**

The Nagaland Trade Unions Regulations, 1980, The Industrial Employment (Standing Orders) Nagaland Rules, 1978 and the Nagaland Industrial Disputes Rules, 1979 are hereby repealed:

Provided that, the said repeal shall not affect:-

- (i) The previous operation of the said rules or anything duly done or suffered there under, or
- (ii) Affect any right, liability or obligation acquired, accrued or incurred under the said rules.

**FORM-I**

[See Rule 3]

**(MEMORANDUM OF SETTLEMENT ARRIVED AT DURING CONCILIATION/  
OR SETTLEMENT ARRIVED AT BETWEEN THE EMPLOYER AND HIS  
WORKERS OTHERWISE THAN IN THE COURSE OF CONCILIATION  
PROCEEDING)**

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Names of Parties: ..... Representing employer(s);

..... Representing workers;

Short recital of the case

.....

Terms of settlement

.....

Signature of the parties

Witnesses:

(1)

(2)

\*Signature of Conciliation Officer

In case the settlement arrived at between the employer and his workers otherwise than in the course of conciliation proceeding the copy of the memorandum shall be marked to the concerned Conciliation Officer.

**FORM-II**

[See Rule 29 (1), 24]

Annual Audit Report, Details of Assets and Liabilities and Annual Return to be furnished by the Trade Union for the year ending 31<sup>st</sup> December, 20.....

Name of the Union.....

Registered Head Office.....

Registration Certificate's number.....

Return to be made by federation of Trade Union	Number of Unions affiliated at beginning of the year.                      Number of Unions joining during the year Number of Unions disaffiliated at the end of the year
This return need not be made by federations	Number of members on books at the

of Trade Unions	beginning of the year. Number of members admitted during the year (add together) Number of members who left during the year (deduct) Total number of members on books at the end of the year. Males Females Number of member contributing to political fund.
-----------------	--

Dated:

Secretary

Statement of Liabilities and details of assets on the day of .....20.....

Liabilities	Rs.	P	Assets	Rs.	P
Amount of general fund	Cash				
Amount of separate fund			In hands of Treasurer		
Loans from			In hands of Secretary		
Debts due to			In the Bank		
To be specified other liabilities			Securities as per list below. Unpaid subscription due in the Bank, Loans of immovable property goods and furniture. Other assets (to be specified)		
Total Liabilities			Total assets		

**LIST OF SECURITIES**

Particulars	Nominal value	Market value at date on which hands of accounts have been made up.

**GENERAL FUND ACCOUNT**

Income	Rs.	P.	Expenditure	Rs.	P.
Balance at beginning of the year			Salaries, allowances and expenses of officers.		
Contributions from members @ per			Salaries, allowances and expenses of		

member. Donations		establishment. Auditor's fees.	
Sales of Periodicals, rules, etc,		Legal expenses. Expenses in conducting trade disputes.	
Interest on investment, Income from miscellaneous sources (to be specified).		Compensation paid to members for loss arising out of trade disputes.	
		Funeral, old age, sickness, unemployment benefits, etc. Educational, social and religious benefits. Cost of publishing periodicals, Rent, Rates and Taxes Stationery Printing and Postage.	
		Expenses incurred under Rule 23 (to be specified)	
		Other expenses (to be specified)	
		Balance at the end of the year	

### SEPARATE FUND ACCOUNT

Income	Rs.	P.	Expenditure	Rs.	P.
Balance at the beginning of the year. Contributions from member @ per member			Payment made on object specified in Rule 24 (to be specified)		
			Expenses on management (to be specified)		
			Balance at the end of the year		
Total.....	Total	.....			

Treasurer.....

### FORM-III

[See rule 10 (4), 15 (1)]

### (AUDITOR'S DECLARATION)

The undersigned having had access to till the books and accounts of the .....and having examined the forgoing statements and verified the same with the account vouchers relating thereto, now sign the same as found to be correct, dully vouched and in accordance with the law, subject to the remarks, if any, appended hereto and also certify that the.....had properly maintained its membership register and its accounts and the members had paid their membership subscription  
Rs.....P.....to the.....as shown in the foregoing statement

of the general fund account of the trade union, subject to the remarks, if any, appended hereto.

- (1) Auditor
- (2) Auditor

**FORM-IV**

[See Rule 12 (1), 14 (1)]

**APPLICATION FOR REGISTRATION OF TRADE UNION**

Dated the \_\_\_\_\_ day of 20 \_\_\_\_\_

1. We hereby apply for registration of a Trade Union under the name of \_\_\_\_\_
2. The address of the head office of the Union \_\_\_\_\_
3. The Union came into existence on the \_\_\_\_ day of \_\_\_\_\_
4. The Union is a union of employers/workers engaged in the industry or profession \_\_\_\_\_ Industry (for the profession)
5. The particulars of the office bearers of the Trade Union as per Schedule-I.
6. To be struck out in the case of Unions which have not been in existence for one year before the date of applica  
tion. The particulars required by Section 8(2) of the Code are given in Schedule-III.
7. We have been duly authorized to make this application by a resolution No. \_\_\_\_\_ adopted unanimously in the General Meeting of workers held on.....

Sl. no	Name	Signature	Occupation	Address	Contact/email.id

**To the Registrar of Trade Unions, Schedule I - List of Officers.**

Title	Name	Age	Address	Occupation

**Schedule- II- Reference to Rules.**

The member of the rules making provision for several matters detailed in column 1 are given in column 2 below:-

Matter	No. of rules
--------	--------------

- 1.Name of Union.
- 2.The whole of the objects for which the Union has been established.
- 3.The whole of the purposes for which the general funds of the Union shall be applicable.
- 4.The maintenance of a list of members.
- 5.The facilities provided for the inspection of the list of members by officers and members.
6. The admission of ordinary members
7. The admission of honorary or temporary members
- 8.The conditions under which members are entitled to benefits assured by the rules.
- 9.The conditions under which fines or forfeiture can be imposed or varied or rescinded.
- 10.The manner in which the rules shall be amended or varied or rescinded.
- 11.The manner in which the members of the executive and the other officers of the union shall be appointed and removed.
- 12.Safe custody of funds
13. The annual audit of the accounts.
- 14.The facilities for the inspection of the account books by officers and members.
- 15.The manner in which the Union may be dissolved.

**Schedule III**

Statement of Liability and assets on the day of .....

(This need not to be filled in if the Union came into existence less than one year before the date of application for registration)

Liabilities	Rs.	P.	Assets	Rs.	P.
Amount of general funds	Cash		In hands of Treasurer		
Amount of political fund			In hands of Secretary		
Loans from other			In hands of.		

liabilities to be specified			In the Bank In the Bank of Securities as per list unpaid subscription dues, Loans to immovable property, goods, and furniture. (Other assets to be specified.)		
Total Liabilities			Total Assets		

**LIST OF SECURITIES**

Particulars	Nominal	Market Value	In hands
Signed 1.			
2			
3			
4			
5			
6			
7			

**FORM-V**

[See Rules 12(4)]

**CERTIFICATE OF REGISTRATION**

No.....

It is hereby certified that the Trade Union name.....  
 .....(Address of the Union) has been registered under  
 Chapter-III of the Industrial Relations Code, 2020 on this  
 day.....of.....20.....

Given under my seal and signature

Registrar of Trade Unions, Nagaland.

**FORM-VI**

[See Rule 11(3)]

**(NOTICE OF DISSOLUTION OR AMENDMENT IN RULE OF A TRADE UNION)**

Name of the Trade Union:.....  
Registration No.....  
Dated the.....day of.....20.....

To,

The Registrar of Trade Unions,  
Nagaland.

Notice is hereby given that the above-mentioned Trade Union was dissolved in pursuance of the Rules thereto on the.....day of.....20.....

Or

Notice is hereby given that the following rules of the Trade Union given under Schedule I are proposed to be amended of the Rules thereof on the.....day of.....20.....  
We have dully authorised by the union to forward this notice on its behalf, such authorization consisting of a resolution passed at a general meeting on the.....day of.....20.....copy of which is enclosed.

(Signed).

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....
- 6.....
- 7.....
- 8.....

Here insert the date, or if there was no such resolution, state in which other way the authorization was given.

Name:.....  
Address.....  
Dated.....

**FORM-VII**

[See Rule 15(2)]

**(REGISTER OF MEMBERSHIP AND SUBSCRIPTION)**

Sl no.		
	Token or worker's no	
	Name	
	Date of admission	
	Occupation	
	Rate of pay	
	Rate of submission	
	Jan	
	Feb	
	Mar	
	April	
	May	
	June	
	July	
	Aug	
	Sep	
	Oct	
	Nov	
	Dec	
	Total	
	Amount outstanding at the end of the year	

**FORM - VIII**

(See Rule 26)

Before the State Industrial Tribunal -----  
(place of the Industrial Tribunal having jurisdiction where dispute arises)

(A) Name and Address of Applicant(s)

Versus

(B) Name and Address of Opposite party(ies)

Brief facts of the dispute (statement regarding specific issues of dispute may be mentioned) which are connected with and relevant to the dispute under sub-section (1) of Section 22 of Industrial Relation Code, 2020 (35 of 2020).

Prayer:

The applicant(s) pray(s) that instant application may be admitted for adjudication and request(s) to pass appropriate award in the matter.

Name and signature of the worker(s) or  
Officer of Trade union, raising the dispute

**FORM -IX**

[See Rule 40 (1)]

**(NOTICE OF CHANGE OF SERVICE CONDITIONS PROPOSED BY AN EMPLOYER)**

Name of the employer.....  
Address.....  
Dated the.....day of.....20.....

In accordance with section 40 (1) of the Industrial Relations Code I/We hereby give notice to all concerned that it is my/our intention to effect the change/changes specified in the annexure, with effect from.....in the conditions of service applicable to workers in respect of the matters specified in the Third Schedule to this Code.

Signature.....

Designation.....

**ANNEXURE**

(Here specify the change/changes intended to be effected)

Copy forwarded to:

1. Labour Commissioner.
2. Concerned Conciliation Officer
3. The Secretary of registered Trade Union, if any.

**FORM-X**

[See Rule 41 (1)]

**(AGREEMENT FOR VOLUNTARY ARBITRATION )**

**BETWEEN**

.....Name of the parties representing employer (s) /Phone no. &Email.....

And

.....Representing worker/Phone No. &Email.....

It is hereby agreed between the parties to refer the following dispute to the arbitration of ..... [here specify the name(s) and address(es) of the arbitrator (s).

- 1. (i) Specific matters in dispute.
- 2. (ii) Details of the parties to the dispute including the name and address of the establishment or undertaking involved.
- 3. (iii) Name of the worker in case he himself is involved in the dispute or the name of the union, if any, representing the worker or workers in question.
- 4. (iv) Total number of workers employed in the undertaking affected.
- 5. (v) Estimated number of workers affected or likely to be affected by the dispute.

\*We further agree that the majority decision of the arbitrators) shall be binding on us in case the arbitrator(s) are equally divided in their opinion they shall appoint another person as umpire whose award shall be binding on us.

The arbitrator (s) shall make his (their) award within a period of ..... (here specify the period agreed upon by the parties) from the date of publication of this agreement in the Official Gazette by the State Government or within such further time as is extended by mutual agreement between us in writing. In case, the award is not made within the period afore mentioned, the reference to the arbitration shall stand automatically cancelled and we shall be free to negotiate for fresh arbitrator.

Signature of the parties Representing employer] Representing worker/ workers.

Witnesses

- 1. ....
- 2. ....

Copy to: (i) The Conciliation Officer [here enter office address of the Conciliation Officer for the area concerned].

(ii) The Labour Commissioner.

**FORM-XI**

[See Rule 43,63,64]

**(AUTHORIZATION BY A WORKER, GROUP OF WORKER, EMPLOYER, GROUP OF EMPLOYER TO BE REPRESENTED IN A PROCEEDING BEFORE THE AUTHORITY UNDER THIS CODE).**

**Before the Authority**  
(Here mention the authority concerned)

In the matter of:. (mention the name of the proceeding )

.....workers

Versus .

.....Employer

I/we hereby authorise Shri / Sarvashri (if representatives are more than one) 1.....2.....3..... to represent me/us in the above matter.

Dated this.....day of.....20..... Signature of person(s) nominating the representative(s) Address Accepted

**FORM-XII**

[See Rule 44 (1) and (2)]

**(FORM OF OATH OF OFFICE FOR JUDICIAL MEMBER OR ADMINISTRATIVE MEMBER (WHICHEVER IS APPLICABLE) OF NATIONAL INDUSTRIAL TRIBUNAL)**

I,.....having been appointed as Judicial Member/Administrative Member (whichever is applicable) of State Industrial Tribunal (Name of the Tribunal) do solemnly affirm/ do swear in the name of God that I will faithfully and conscientiously discharge my duties as the Judicial Member/Administrative Member of State Industrial Tribunal (Name of the Tribunal) to the best of my ability, knowledge and judgment, without fear or favour, affection or ill-will and that I will uphold the Constitution and the laws of the land.

Place: (Signature)

Date:

**FORM-XIII**

[See Rule 45(5)]

**(APPLICATION TO BE SUBMITTED BEFORE THE TRIBUNAL IN THE MATTER NOT SETTLED BY THE CONCILIATION OFFICER)**

Before..... (here mention the name of the Tribunal having jurisdiction over the area) In the matter of:

..... Applicant Address.....  
Versus ..... Opposite party (ies)

Address.....

The above mentioned applicant begs to state as follows :-

(Here set out the relevant facts and circumstances of the case).

The applicant prays that the instant dispute may please be admitted for adjudication and request to pass appropriate Award.

Date .....

Place .....

**FORM-XIV**

(See Rule 46)

**(NOTICE OF STRIKE TO BE GIVEN BY UNION(NAME OF UNION)/ GROUP OF WORKERS)**

Name of five elected representatives of workers.....

Dated the.....day of.....20.....

To

(The name of the employer).

Dear Sir/Sirs,

In accordance with the provisions contained in sub-section (1) of section 62 of the Industrial Relation code I/We hereby give you notice that I propose to call a strike / we propose to go on strike on .....20....., for the reasons explained in the annexure.

Yours faithfully,

(Secretary of the Union)

Five representatives of the workers duly elected at a meeting held on ..... (date), vide resolution attached.]

**ANNEXURE**

**Statement of the Case.**

**FORM-XV**

[See Rule 47 (1)]

**(NOTICE OF LOCK-OUT TO BE GIVEN BY AN EMPLOYER OF AN INDUSTRIAL ESTABLISHMENT)**

Name of employer .....

Address..... Dated

the.....day of.....20.....

In accordance with the provisions of 62(6) of this code, I/we hereby give notice to all concerned that it is my/our intention to effect lock out in.....department(s), section(s) of my/our establishment with effect from.....for the reasons explained in the annexure.

\_\_\_\_\_

Signature.....

Designation.....

**ANNEXURE**

Statement of reasons

Copy forwarded to:

- (1) The Secretary of the Registered Union, if any
- (2) Conciliation officer ..... (Here enter the office address of the Labour Commissioner)
- (3) Labour Commissioner
- (4) To the office of DG.

**FORM-XVI**

[See Rule 48 and 50]

**(NOTICE OF INTIMATION OF RETRENCHMENT/ CLOSURE TO BE GIVEN BY AN EMPLOYER TO STATE GOVERNMENT)**

(To be submitted online. In case of exigencies, on paper in the prescribed format below)

Name of Industrial Establishment /Undertaking/ Employer..... Labour Identification Number .....

Dated..... (Note: The intimation for Closure/Retrenchment to the State Government shall be served 60 days and 30 days before commencement of Closure/Retrenchment respectively)

To,  
The

- 1. \*(Retrenchment) (a) Under Section 70(C) of this Code, I/ we\* hereby intimate you that I\*/we\* have decided to retrench..... workers\*\* out of a total of ..... Workers\*\* with effect from..... (DD/MM/YYYY)

or

\*(Closure) (b) Under Section 74(1) of this Code, I / we\* hereby intimate you that I\*/we\* have decided to close down,.....(name of the industrial establishment or undertaking) with effect from..... (DD/MM/YYYY). The number of workers whose services would be terminated on account of the closure of the undertaking is..... (number of workers)

- 2. The reason for Retrenchment / Closure is  
.....  
.....  
.....
- 3. \* The worker(s)\* concerned were given on the..... (DD/MM/YYYY) one month's notice in writing as required under section 70(a)\*/ section 75(1)\* of this Code.

or

\* The worker(s) concerned have been given on the..... (DD/MM/YYYY) one month's pay in lieu of the notice as required under section 70(a)\*/ section 75(1)\* of this Code.

- 4. \* I\*/We\* hereby declare that the worker(s) concerned have been\*/will be\* paid all their dues along with the compensation due to them under section 70\* / section 75\* of this Code before or on the expiry of the notice period.

or

\*I/We\* hereby state that currently Insolvency proceedings are on in respect of the said Industrial Establishment/Undertaking/Employer, and that I\*/we\* will pay all the dues along with the compensation due to them under concerned laws.

- 5. (Retrenchment) I/we\* hereby declare that the worker(s) concerned have been\* / will be\* retrenched in compliance to the Section 71 and section 72 of this Code.

- 6.I\*/ we\* hereby declare that no court case is pending before any Court in the matter, and if yes, the details thereof have been Annexed.

7.1\*/ we\* hereby declare that the above information given by me\*/us\* in this notice and the Annexures is true, I\*/ we\* am\*/ are\* solely responsible for its accuracy and no facts/ materials has been suppressed in the matter.

Yours faithfully,

(Name of Employer/ \*\*\* Authorized Representative with Seal)

(\* Strike off which is not applicable.)

(\*\* Indicate number in figures and words both)

(\*\*\* Copy of Authorization letter issued by the employer shall be enclosed)

Copy to :

(1) To the Office of .....(Only for statistical purpose.) (2) Labour Commissioner (3) To the Registered Unions/ Authorised Representatives of Workers operating in the establishments or undertakings.

### **FORM – XVII**

[See Rule 51, 52, 54 and 56]

**[APPLICATION FOR PERMISSION OF LAY-OFF/ CONTINUATION OF LAY-OFF/ RETRENCHMENT/ CLOSURE TO BE GIVEN BY AN EMPLOYER / INDUSTRIAL ESTABLISHMENT /UNDERTAKING TO THE STATE GOVERNMENT UNDER THE PROVISIONS OF CHAPTER X OF THE INDUSTRIAL RELATIONS CODE, 2020 AND RULES MADE THERE UNDER]**

(To be submitted online. In case of exigencies on paper in the prescribed format below)

Name of Industrial Establishment or Undertaking or Employer..... Labour Identification Number.....

Dated.....

( Note: The application to the State Government shall be served as indicated below: Lay-off : at least 15 days before the intended Lay-off  
Continuation of Lay-off – at least 15 days before the expiry of earlier Lay-off Retrenchment – at least 60 days before the intended date of Retrenchment  
Closure – at least 90 days before the intended date of Closure)

To,  
The Secretary to the Government of Nagaland,

Department of Labour,  
Nagaland.

1. \*(Lay-off) (a). Under section 78(2) of the Industrial Relations Code, 2020, I\*/we\* hereby apply for —permission to lay-off .....workers\*\* out of total of ..... workers\*\* employed in my\*/our\* establishment (details to be given in Annex-I) with effect from ..... (DD/MM/YYYY).

or

\*(Continuation of lay-off) (b) Under section 78(3) of the Industrial Relations Code, 2020, I\*/we\* hereby apply for permission to continue the Lay-off .....workers\*\* out of total of ..... laid off workers\*\* in my\*/our\* establishment (details to be given in Annex-I) with effect from ..... (DD/MM/YYYY).

or

\*(Retrenchment) (c) Under section 79(2) of the Industrial Relations Code, 2020, I\*/we\* hereby apply for permission for intended retrenchment of..... workers out of total of ..... workers\*\* employed in my\*/our\* establishment (details to be given in Annex-I) with effect from ..... (DD/MM/YYYY).

or

\*(Closure) (d) Under section 80(1) of the Industrial Relations Code, 2020, I / we\* hereby inform you that I\*/we\* intended to close down the undertaking..... (name of the industrial establishment or undertaking or employer) (details to be given in Annex-1) with effect from..... (DD/MM/YYYY). The number of workers whose services would be terminated on account of the closure of the undertaking is..... (number of workers)

2. \* (Lay-off/Continuation of Lay-off) The worker(s) concerned were given on ..... (DD/MM/YYYY) notice in writing as required under section 78(2)\*/ section 78(3)\* of this Code.

or

\*(Retrenchment/ Closure) The worker(s) concerned were given on..... (DD/MM/YYYY) one month's notice in writing as required under section 79\*/ section 80\* of this Code.

or

\*(Retrenchment/ Closure) The worker(s) have been given on..... (DD/MM/YYYY) one month's pay in lieu of notice as required under section 79\*/ section 80\* of this Code.

3. The details of affected worker(s) is at Annexure II.

4.(Retrenchment) I\*/we\* hereby declare that the workers concerned will be retrenched in compliance to the Section 71 and section 72 of this Code.

5. \*I/We\* hereby declare that the worker(s) concerned have been\*/will be\* paid all the dues and compensation due to them under section 67, read with section 78(10)\*/ section 79\* / section 80\* of this Code before or on the expiry of the notice period.

or

\*I/We hereby state that currently Insolvency proceedings are on in respect of the said Industrial Establishment/Undertaking/Employer, and that I\*/we\* will pay all the dues along with the compensation due to them under concerned laws.

6. I/ we\* hereby declare that no court case is pending before any Court in the matter, and if yes, the details thereof have been Annexed.

7. I/ we hereby declare that the above information given by me/ us\* in this notice and enclosures is/ are\* true, I/ we am/ are solely responsible for its accuracy and no facts/ materials has been suppressed in the matter.

The permission sought for may please be granted.

Yours faithfully,

(Name of Employer/ \*\*\*Authorised Representative with Seal)

(\* Strike off which is not applicable.) (\*\* Indicate number in figures and word both)  
(\*\*\*)Copy of Authorization letter issued by the employer shall be enclosed)

### ANNEXURE I

(Please give replies against each item)

1.	Name of the undertaking with complete postal address, email, mobile and land line.	
2.	Status of undertaking— (i) Whether State public sector/ etc, (ii) Whether a private limited company/ partnership firm (ii) Whether the undertaking is Licensed/registered and if so, name of licensing/ registration authority and licence/registration certificate numbers.	
3.	a)MCA Number b)GSTN Number	
4.	(i) Annual production, item wise for preceding three years- (ii) Production figures, month-wise, for the preceding twelve months,	
5.	Audit report of establishment/ undertaking including	To be annexed

	Balance sheets, profit and loss accounts for the last three years.	
6.	Names of the inter-connected companies or companies under the same management.	
7.	Details of lay-off/ Retrenchment resorted to in the last three years including the periods of such lay-offs/ Retrenchment the number of workmen involved in each such lay-off/ Retrenchment / continuation of lay off	
8.	Any other relevant details which have bearing on lay-off/ continuation of lay off/ retrenchment/ closure.	

## ANNEXURE II

(Details of affected workers)

UAN/ CMPFO	Name of the Worker	Category ( Highly Skilled / Skilled/ Semi-skilled / Unskilled )	Date from which in service in/with the said establishment /Undertaking/ Employer	Wage as on date of Application	Remark

## FORM -XVIII

[See Rule 60]

**(NOTICE TO THE EMPLOYER WHO COMMITTED AN OFFENCE FOR THE FIRST TIME UNDER THIS CODE, FOR COMPOUNDING OF OFFENCE UNDER SUB-SECTION (4) OF SECTION 89)**

The undersigned and the Compounding Officer under sub-section 1 of section 89 of the Industrial Relation Code, 2020 hereby intimates that the allegation has been made against you for committing offence for the violation of various provision of this Code as per the details given below;-

**PART - I**

1. Name and Address of the offender Employer- .....
2. Address of the Establishment .....
4. Particulars of the offence .....
5. Section of the Code under which the offence is committed  
.....
6. Compounding amount required to be paid towards composition of the  
offence.....

**PART – II**

You are advised to deposit the above mentioned amount within fifteen days from the date of issue of this notice for compounding the offence as per section 89 (1) of the Industrial Relation Code, 2020, alongwith an application dully filled in part – III of this notice.

In case you fail to deposit the said amount within the specified time, no further opportunity shall be given and necessary direction for filing of prosecution under section ----- shall be issued.

Date:

Place:

(Signature of the Compounding Officer)

**PART – III**

Application under sub-section (4) of section 89 for compounding of offence

1. Name of applicant (name of the employer who committed the offence under the Industrial Relation Code 2020 to be mentioned.....
2. Address of the applicant .....

3. Particulars of the offence

.....  
.....

4. Section of the Code under which the offence has been committed

.....

5. Details of the compounding amount deposited (electronically generated receipt to be attached).....

6. Details of the prosecution, if filed for the violation of above mentioned offences may be given .....

7. Whether the offence is first offence or the applicant had committed any other offence prior to this offence, if committed, then, full details of the offence

.....  
.....  
.....

8. Any other information which the applicant desires to provide

.....  
.....  
.....

Dated:

Place:

Applicant  
(Name and signature)

**FORM -XIX**

[See Rule62]

**(COMPLAINT UNDER SECTION 91 OF THE INDUSTRIAL RELATION CODE, 2020)**

Before the Conciliation officer/ Arbitrator/ Tribunal-----,

In the matter of :..... Reference No.....

A..... Complainant (s)

Versus

B..... Opposite Party(ies).

Address:

The petitioner(s) begs/beg to complain that the Opposite Party(ies) has/have been

guilty of a contravention of the provisions of section 90 of the Industrial Relation code, as shown below:

(Here set out briefly the particulars showing the manner in which the alleged contravention has taken place and the grounds on which the order or act of the management is challenged.)

The complainant(s) accordingly prays/pray that the Conciliation officer/ Arbitrator/ State Industrial Tribunal may be pleased to decide the complaint set out above and pass such order or orders thereon as it may deem fit and proper.

The number of copies of the complaint and its annexure required under rule 91 of the Industrial Relation Code are submitted herewith.

Dated this.....day of.....20..... Signature of the Complainant(s)

Verification

I do solemnly declare that what is stated in paragraph..... above is true to my knowledge and that what is stated in paragraphs..... above is stated upon information received and believed by me to be true. This verification is signed by me at..... on .....day of.....20.....

Signature  
or Thumb impression of the person verifying.

**FORM-XX**

[See rule 63]

**(MANNER OF AUTHORIZATION OF WORKER FOR REPRESENTATION  
UNDER SECTION 94 OF THE INDUSTRIAL RELATIONS CODE)**

To,

The Authority  
(name.....)  
Address.....

I, (name of the applicant).....hereby authorize Shri/Smti.....holding the post of Executive Officer/Office Bearer (name of the post) .....In the Trade Union (name of the Trade Union).....Bearing registration number.....to represent me (name of the applicant).....employed in (name of the establishment and address) .....in the manner as mentioned below:

Signature, name and address of the applicant.

**FORM-XXI**

[See Rule 64]

**(MANNER OF AUTHORIZATION OF EMPLOYER FOR REPRESENTATION UNDER SECTION 94 OF THE INDUSTRIAL RELATIONS CODE)**

To,

The Authority (name.....)  
Address.....  
.....

I, (name of the applicant).....hereby authorize Shri..... holding the post of Executive Officer/Office Bearer (name of the post) ..... in the Trade Union (name of the Trade Union)..... bearing registration number.....to represent me (name of the applicant)..... employed in (name of the establishment and address).....in the manner as mentioned below:-

Signature, name and address of the applicant

**NOTIFICATION****Dated Kohima, the 21<sup>st</sup> February, 2025.**

**No.HFW-6/A/4/2011/105** :: On the recommendation of the Department Promotion Committee vide No.NPSC/DPC-17/2022, dated Kohima 19<sup>th</sup> February, 2025, the Governor of Nagaland is pleased to regularize the officiating promotion of the undermentioned officer Under Health & Family welfare Department as indicated below:

Sl/no.	Name	Designation	PB/GP	Regularised as
1.	Shri. S.O. Meren	Registrar	Level-14 (57400-181600) GP-5700/-	Registrar w.e.f 05.11.2024

Sd/-

**RENABOMO ODYUO**

Joint Secretary to the Govt. of Nagaland.

**NOTIFICATION****Dated Kohima, the 6<sup>th</sup> March, 2025.**

**NO.PAR -2/133(NSS)** :: It is hereby notified that henceforth Shri I Tatong Jamir, Retired Under Secretary, NSS, shall be known as Shri Tatongsangba Ao, for all official purposes as declared and sworn by him in affidavit vide Regd. No 7112025, dated 28/01/25, Kohima, Nagaland.

This is issued with the clearance of the OM Cell vide U.O No.1347 dated 21.02.2025.

Sd/-

**LITHRILA SANGTAM, NCS**

Under Secretary to the Govt. of Nagaland.

**NOTIFICATION****Dated Kohima, the 14<sup>th</sup> September, 2017.**

**NO.AR-3/Gen-352/2017:** In accordance with Section 20 (x) & (xi) of the Nagaland Rules of Executive Business, 2016, the Governor of Nagaland is pleased to notify and nominate Information and Public Relation Department as the Nodal Department for film and all related matters for the State of Nagaland.

Sd/-

**ANGAU I. THOU, IAS**

Secretary to the Government of Nagaland.

**NOTIFICATION****Dated Kohima, the 28<sup>th</sup> February, 2025.**

**NO.PWR/EL-ECBC/45/17/339** :: In exercise of the powers conferred by section 15 & 18 of the Energy Conservation Act, 2001 (Central Act No. 52 of 2001 and amended by Act No. 28 of 2010) and clause (d) of sub-section (2) of section 13 and clause (p) of section 14 of the Energy Conservation Act, 2001 (52 of 2001) read with clause (1) of sub-section (2) of section 56, the Central Government in consultation with the Bureau of Energy Efficiency and Government of Nagaland hereby notifies the Nagaland Energy Conservation Building Code Rules, 2025

1. Definitions: In these directions, unless the context otherwise requires,
  - a) "kVA" means kilo-volt-ampere;
  - b) "kW" means kilowatt;
  - c) "Authority having jurisdiction" means Office of Urban Local Bodies including Gram Panchayats, which are empowered by relevant law to sanction building plans, to inspect the building, and/or to issue the completion/occupation certificate to the project owners.
  - d) "Owner" of a building means a person, group of persons, a company, a trust, institute, registered body, State or Central Government and its attached or subordinate departments, undertakings and like agencies or organization in whose name the property stands registered in the revenue records for the construction of a building or building complex.
2. Words and expressions used in this notification and not defined above but defined in the Energy Conservation Act, 2001 (by section 15 Central Act No. 52 of 2001 and amended by section 18 Act No. 28 of 2010) and latest Nagaland ECBC, shall have meanings respectively assigned to them in that Act/Code.
3. Words and expressions used in this notification and not defined above but defined in the Energy Conservation Act, 2001 (clause (1) of sub-section (2) of section 56 read with clause (d) of sub-section (2) of section 13 and clause (p) of section 14 of the Energy Conservation Act, 2001 (52 of 2001) or clause (a) of Section 15 of the Energy Conservation Act 2001 (52 of 2001)) and latest Nagaland ECBC rules, shall have meanings respectively assigned to them in that Act/Code.
4. Buildings or building complexes that have a connected load of 50 kW or greater or a contract demand of 60 kVA or greater are intended to be used for commercial purposes must comply with the latest version of Nagaland ECBC. Buildings intended for private residential purposes only are not covered by the Code.
5. As per the code, a building is classified as "Commercial", if it is used for any of the following purposes:
  - a) Hospitality: Star Hotel, No Star Hotel & Resort
  - b) Educational: College, University, Institution & School
  - c) Health Care: Hospital & Out-patient, Healthcare
  - d) Shopping Complex: Shopping mall, Stand-alone retails, Open Gallery Malls & Super Markets
  - e) Business: Daytime Use & 24-hours use
  - f) Assembly: Multiplex, Theatre & Building used for Transport Services

6. These directions shall be applicable on the buildings specified in section 4 above, of which the building plans are submitted to the "Authority having Jurisdiction", 120 days after the date of publication of these directions in the Official Gazette.

7. No building plans shall be sanctioned by any "Authority having Jurisdiction" after coming into force of these directions unless those plans conform to the specifications provided in the Nagaland ECBC. For this purpose, the owner shall be required to submit a certificate issued by "ECBC Certified Building Energy Auditor/ Office of Chief Electrical Inspector, Nagaland State Designated Agency (NSDA) empanelled agency or individual" confirming that the building plans conforms to the Nagaland ECBC along with supporting documents as mentioned in Nagaland ECBC Rules.

8. For sanctioning the building plan in accordance with the aforesaid provisions, the "Authority having Jurisdiction" shall specify various stages of construction of the building which shall be reviewed and verified by " ECBC Certified Building Energy Auditor/Office of the Chief Electrical Inspector, Nagaland State Designated Agency (NSDA) empanelled agency or individual" to ensure strict adherence to the Nagaland ECBC.

9. The completion/occupancy certificate to all those buildings on which these directions are applicable shall be granted only when the owner submits certificate from "ECBC Certified Building Energy Auditor/ Office of Chief Electrical Inspector, Nagaland State Designated Agency (NSDA) empanelled agency or individual" and along with supporting documents as mentioned in Nagaland Energy Conservation Building Code Rules.

10. Urban Local bodies shall be the enforcing authority for implementation of the Nagaland ECBC in respect of private and public buildings.

11. Building constructed by all the State Government enterprises, Government undertaking and Corporations, semi government organizations etc., shall follow Nagaland Energy Conservation Building Code Rules.

12. The "Authority having Jurisdiction" shall maintain a register of the buildings to which these directions are applicable and send quarterly information to the "Department of Urban Development and Department of Municipal Affairs" containing therein a list of the buildings sanctioned or completion/occupancy certificates awarded after coming into force of these directions.

13. In case owner violates the provisions of the Nagaland Energy Conservation Building Code Rules or any provisions of these directions, appropriate action shall be taken against such owner by the "Authority having Jurisdiction" which may include cancellation or denial of the construction or occupancy permits or such other penalty as may be prescribed.

14. The provisions of the Nagaland Energy Conservation Building Code for its strict enforcement shall be incorporated in the Nagaland Building Bye-Laws, 2012 as and when amended.

Sd/-

**TUMCHOBENI LOTHIA**

Under Secretary to the Government of Nagaland.

**NOTIFICATION****Dated Kohima, the 24<sup>th</sup> February, 2025.**

**No.POL/ESTT-6/2/2024/154** :: Whereas, **Shri. Logubu Nsu**, Employed as Dy.SP (R) under SP Mokokchung, Nagaland has executed an AFFIDAVIT bearing registration No.301/2024, dated 02.12.2024 before the Notary Public.

2. And whereas, he has declared that his name had been inadvertently entered as **Logubu Nsu Rengma** in his Service Records and other official documents.

3. And whereas, the names **Shri. Logubu Nsu** and **Logubu Nsu Rengma** refer to one and the same person.

4. Henceforth, the name **LOGUBU NSU** shall be used for all official purposes.

This Notification is issued with the clearance of P&AR Department vide their U.O. No. 1342, dated 20/02/2025.

Sd/-

**L. NZANO HUMTSOE**

Under Secretary to the Govt. of Nagaland

**NOTIFICATION****Dated Kohima, the 14<sup>th</sup> February, 2025.**

**NO.POL-1/ESTT/9/2015/120** :: Whereas, **Shri. Pudeho Noho**, UBC, DEF, Kohima, has executed an AFFIDAVIT bearing registration No.656/2024, dated 17.10.2024 before the Notary Public.

2. And whereas, he has declared that his name had been inadvertently entered as **Pudeho Noho Angami** in his Service Records and other official documents.

3. And whereas, the names **Shri. Pudeho Noho Angami** and **Pudeho Noho** refer to one and the same person.

4. Henceforth, the name **Pudeho Noho** shall be used for all official purposes.

This Notification is issued with the clearance of P&AR Department (OM Branch) vide their U.O. No. 1257, dated 03/02/2025.

Sd/-

**L. NZANO HUMTSOE**

Under Secretary to the Govt. of Nagaland

**NOTIFICATION****Dated Kohima, the 14<sup>th</sup> February, 2025.**

**NO.PAR-A/10/2012-AIS** :: On attaining the age of superannuation, the Governor of Nagaland is pleased to release **Shri R. Ramakrishnan**, IAS, Addl. Chief Secretary to CM, P & AR Department and Development Commissioner, Nagaland from service with effect from 28.02.2025 (AN).

Sd/-

**LITHRILA SANGTAM, NCS**

Under Secretary to the Government of Nagaland.

**NOTIFICATION****Dated Kohima, the 22<sup>nd</sup> January, 2025.**

**NO.POL/ESTT/MISC/9/2022/26** :: Whereas, **Shri. K. Adotsing Sangtam**, Havildar at Commissionerate of Police, Dimapur, Nagaland has executed an AFFIDAVIT bearing registration No.497/2024, dated 17.10.2024 before the Notary Public.

2. And whereas, he has declared that his name had been inadvertently entered as **K. Abotsing Sangtam** in his Service Records and other official documents.

3. And whereas, the names **Shri. K. Adotsing Sangtam** and **K. Abotsing Sangtam** refer to one and the same person.

4. Henceforth, the name **K. ADOTSING SANGTAM** shall be used for all official purposes.

This Notification is issued with the clearance of P&AR Department vide their U.O. No. 961, dated 18/11/2024.

**Sd/-**

**CHUBASANGLA LONGKUMER**  
Joint Secretary to the Govt. of Nagaland.

**NOTIFICATION****Dated Kohima, the 22<sup>nd</sup> January, 2025.**

**No.POL/ESTT/MISC/6/2018/25**:: Whereas, **Shri. T. Tsenpemo Kikon**, Asst. Commandant, 15<sup>th</sup> NAP (IR) Mahila Bn., Chumukedima, Nagaland, has executed an AFFIDAVIT bearing registration No.183/2024, dated 23.09.2024 before the Notary Public.

2. And whereas, he has declared that his name had been inadvertently entered as **Tsenpemo Lotha** in his Service Records and other official documents.

3. And whereas, the names **Shri. T Tsenpemo Kikon** and **Tsenpemo Lotha** refer to one and the same person.

4. Henceforth, the name **T TSENPEMO KIKON** shall be used for all official purposes.

This Notification is issued with the clearance of P&AR Department vide their U.O. No. 1185, dated 14/01/2025.

**Sd/-**

**CHUBASANGLA LONGKUMER**  
Joint Secretary to the Govt. of Nagaland.

**NOTIFICATION****Dated Kohima, the 14<sup>th</sup> February, 2025.**

**NO.LAW-DC(J)/ESTT-100/05** : The Governor of Nagaland is pleased to notify the change of name from **Shri. Ruokuovituo Mechieo/ Shri. Ruokuovituo Angami** to **Shri. Ruokuovituo**, for all purposes as declared vide affidavit No. 996/2024 dated 02.12.2024.

This has the clearance of the P&AR Department's OM branch vide their U.O No. 1218 dated 27.01.2025.

**Sd/-**

**WEKOU MERO**  
Deputy Secretary & Deputy Legal Remembrancer  
to the Govt. of Nagaland.

**NOTIFICATION****Dated Kohima, the 12<sup>th</sup> February, 2025.**

**No.POL/ESTT-6/5/2023/107** :: Whereas, **Shri. Motesou Zholia**, employed as Constable, 5<sup>th</sup> NAP Bn., Phek, Nagaland has executed an AFFIDAVIT bearing registration No.922/2024, dated 11.11.2024 before the Notary Public.

2. And whereas, he has declared that his name had inadvertently been entered as **Shri. Motesou Chakhesang** in his Service Records and other official documents.

3. And whereas, the names **Shri. Motesou Zholia** and **Motesou Chakhesang** refer to one and the same person.

4. Henceforth, the name **MOTESOU ZHOLIA** shall be used for all official purposes.

This Notification is issued with the clearance of P&AR Department vide their U.O. No. 1292, dated 07/02/2025.

**Sd/-****L. NZANO HUMTSOE**

Under Secretary to the Govt. of Nagaland

**NOTIFICATION****Dated Kohima, the 13<sup>th</sup> February, 2025.**

**No.POL/ESTT/MISC/9/2022/108** :: Whereas, **Shri. Imtichungjang Ao**, Employed as Naik at 6<sup>th</sup> NAP Bn., Tizit, Nagaland has executed an AFFIDAVIT bearing registration No.145/2024, dated 16.08.2024 before the Notary Public.

2. And whereas, he has declared that his name had been inadvertently entered as **Imtichujang Ao** in his Service Records and other official documents.

3. And whereas, the names **Shri. Imtichungjang Ao** and **Imtichujang Ao** refer to one and the same person.

4. Henceforth, the name **IMTICHUNGJANG AO** shall be used for all official purposes.

This Notification is issued with the clearance of P&AR Department vide their U.O. No. 1277, dated 05/02/2025.

**Sd/-****L. NZANO HUMTSOE**

Under Secretary to the Govt. of Nagaland

**NOTIFICATION**Dated Kohima, the 20<sup>th</sup> February, 2025.

**NO. HFW(A)PROMOTION-14/7/2020/91** In the interest of public service and on the recommendation of DPC No. NPSC/DPC-17/2022, Dated, 19/2/2025, the Governor of Nagaland is please to **regularize the officiating promotion** of the under mentioned officer under Drugs Control Administration, Directorate of Health & Family Welfare as indicated below;

Sl. No	Name	Designation	Pay Band/Grade Pay	Regularised as
1.	Shri. Tiatoshi Amer	Deputy Drugs Controller	Pay level-15 (67300-189300) GP - 6600	Deputy Drugs Controller w.e.f 08/11/2024
2.	Smti. Imlilila	Assistant Drugs Controller	Pay level-14 (57400-181600) GP - 5700	Assistant Drugs Controller w.e.f 08/11/2024
3.	Shri. Ethungbemo Ezung	Assistant Drugs Controller	Pay level-14 (57400-181600) GP - 5700	Assistant Drugs Controller w.e.f 08/11/2024

Sd/-

**RENABOMO ODYUO**

Joint Secretary to the Government of Nagaland.

**ORDER**Dated Kohima, the 25<sup>th</sup> February, 2025.

**PAR-2/225/08 (NSS)** :: It is hereby notified that henceforth **Shri. Katsutho**, Section Officer, Finance Department shall be known as **Shri. Katsutho Pfithu**, for all official purposes as declared and sworn by him in affidavit vide Regd. No.898/24, dated 01.11.24 Kohima, Nagaland.

This is issued with the clearance of the OM Cell vide U.O No. 1332, dated 19.02.25

Sd/-

**LITHRILA SANGTAM, NCS**

Under Secretary to the Government of Nagaland.

**NOTIFICATION**Dated Kohima, the 25<sup>th</sup> February, 2025.

**No.PWR/ESTT-02/18/333:**The Governor of Nagaland is pleased to notify the change of name in respect of the officer as under.

Sl. No	Name (from)	Changed to	Affidavit Declaration No.
1	S. Wongtsukiu/S. Wongtsikiu Yimchunger/S. Wongtsikiu Yim	S. Wongtsukiu Yimchunger	02AA 459427

This has the clearance of P & AR vide UO No. 182 dated 23/05/2024.

Sd/-

**ZURING MADELIANG, NCS**

Deputy Secretary to the Govt. of Nagaland.

**NOTIFICATION****Dated Kohima, the 24<sup>th</sup> February, 2025.**

**NO.POL/ESTT-6/14/2023/153** :: Whereas, the following police personnel of 2<sup>nd</sup> NAP Bn, Alichen, have executed AFFIDAVITS before the Notary Public for correction of name in their service records and documents as detailed below:

Sl. No	Affidavit No.	Name as erroneously recorded	Name to be corrected to
1	No. 112/24, Dated 20-06-2024	Temsusoba Ao (Hav., 2 <sup>nd</sup> NAP Alichen)	TEMSUSOBA
2	No. 122/2024, Dated 16-07-2024	Temjenjungla (Hav., 2 <sup>nd</sup> NAP Alichen)	N. TEMJENJUNGLA AO

2. Henceforth, the names **TEMSUSOBA** and **N. TEMJENJUNGLA AO** shall be used by the respective officials for all records and official purposes.

3. This Notification is issued with the clearance of P&AR Department vide their U.O. No. 1340, dated 20/02/2025.

Sd/-

**L. NZANO HUMTSOE**

Under Secretary to the Govt. of Nagaland.

**NOTIFICATION****Dated Kohima, the 4<sup>th</sup> February, 2025.**

**NO.POL/ESTT-6/2/2024/59** :: Whereas, the following police personnel of DEF, Mon, have executed AFFIDAVITS before the Notary Public for correction of name in their service records and documents as detailed below:

Sl. No	Affidavit No.	Name as erroneously recorded	Name to be corrected to
1.	No. 194/2024, Dated 15-10-2024	Hongkam Konyak (Lance Naik, DEF Mon)	S. HONGKAM KONYAK
2.	No. 173/2024, Dated 12-09-2024	M. Yajo Konyak (UBSI, DEF Mon)	M. YAJO
3.	No. 201/2024, Dated 21-10-2024	C. Latwang Konyak (ASI, DEF Mon)	LATWANG KONYAK

2. Henceforth, the names **S. Hongkam Konyak**, **M. Yajo**, and **Latwang Konyak** shall be used by the respective officials for all records and official purposes.

3. This Notification is issued with the clearance of P&AR Department vide their U.O. No. 1237, dated 29-01-2025.

Sd/-

**CHUBASANGLA LONGKUMER**

Joint Secretary to the Govt. of Nagaland.

**NOTIFICATION****Dated Kohima, the 27<sup>th</sup> January, 2025.**

**NO.POL/ESTT-6/15/2023** :: Whereas, the following police personnel of 11<sup>th</sup> NAP Bn., Aboi, Mon, have executed AFFIDAVITS before the Notary Public for correction of name in their service records and documents as detailed below:

Sl. No	Affidavit No.	Name as erroneously recorded	Name to be corrected to
1.	No. 419/2024, Dated 20-08-2024	Throngsumong Sangtam [C/N, 11 <sup>th</sup> NAP (IR) Bn.]	THRONGSUMONG SANGTAM
2.	No. 172/2024, Dated 18-09-2024	Moarenba Ao [C/N, 11 <sup>th</sup> NAP (IR) Bn.]	MOARENBA
3.	No. 144/2024, Dated 16-08-2024	M. Chinghram [C/N, 11 <sup>th</sup> NAP (IR) Bn.]	M. CHINGHRAM KONYAK

2. Henceforth, the names **Throngsumong Sangtam**, **Moarenba**, and **M. Chinghram Konyak** shall be used by the respective officials for all records and official purposes.

3. This Notification is issued with the clearance of P&AR Department vide their U.O. No. 1041, dated 29-11-2024.

Sd/-  
**CHUBASANGLA LONGKUMER**  
Joint Secretary to the Govt. of Nagaland.

**NOTIFICATION****Dated Kohima, the 20<sup>th</sup> February, 2025.**

**NO.HFW(A)21/6/2022/90** :: On the recommendation of the Department Promotion Committee vide No.NPSC/DPC-17/2022, dated Kohima the 19<sup>th</sup> February, 2025, the Governor of Nagaland is pleased to regularise the officiating promotion of the under mentioned Nursing Officials under Health & Family Welfare Department with effective dates indicated against each of them.

Sl/ No	Name	Designation	PB/GP	Regularised as
1	Smti.Kepelhoutsei-Ü	Joint Director (Nsg.), DHFW	Rs.15600-39100 G.P.-7600/-	Regularised as Joint Director w.e.f.24.10.2024
2	Smti. Tsukjemangla	Deputy Director (Nsg), DHFW	Rs.15600-39100 G.P.-6600/-	Regularised as Deputy Director w.e.f.24.10.2024
3	Smti.Theresa Kamei	Nursing Suptd., IMDH Mokokchung	Rs.15600-39100 G.P-5400/-	Regularised as Nursing Superintendent w.e.f.25.10.2024
4	Smti.Vetatsolu Phesao	Asst. Nursing Suptd.,D.H. Tuensang	Rs.9300-34800 G.P-4600/-	Regularised as Assist. Nursing Suptd. w.e.f.01.11.2024

Sd/-  
**RENABOMO ODYUO, NCS**  
Joint Secretary to the Government of Nagaland.

NO.PSTY/CN-04/2022/58

Dated Kohima, the 28<sup>th</sup> March, 2025.

**INDIA NON JUDICIAL**

**नगलेण्ड NAGALAND**      **AFFIDAVIT**      **00AA 366895**

I, Smti Ngangshitila, aged about 64 years, W/o Shri Katenchiba Ao, R/o H. No. 207, Ward No. 20, GHSS Sector, United Colony, Dimapur Nagaland do hereby solemnly affirm and declare on oath as follows:

1. That, my name has been erroneously recorded as **Ngangshila Ao** in the Bank Saving Account No. 10810609041(SBI Dimapur), as **N. Atila** in the Aadaar Card, as **Atila** in PAN card and Electoral Roll.
2. That, my late father's name has been recorded as **N. Imti Ao** in Schedule Tribe Certificate, Indigenous Certificate, and Birth Certificate while in the Aadhaar Card as **N. Atuba** and in the PAN card as **Atuba**.
3. That, the afore mentioned names i.e Ngangshitila, Ngangshila Ao, N. Atila and Atula are all my names and I am known by these names.
4. That, the names **N. Imti Ao**, **N. Atuba** and **Atuba** are my father's name and in respect of the same person and during his lifetime he was known by these names.
5. That, in order to avoid confusion caused by the above mentioned names, henceforth I shall be known/called by the name **Ngangshitila** and my father's name shall be known/called as late **N. Imti Ao** for all purpose and intent.
6. That, I am swearing this affidavit for the purpose of declaring that henceforth I shall be known/called by the name **Ngangshitila** and my father's name shall be known/called as late **N. Imti Ao** for all purpose and intent.
7. That, the contents of the abovementioned statements are true to the best of my knowledge and nothing is false or concealed.

*[Signature]*  
**DEPONENT**

Solemnly affirmed and declared before me by the deponent on this 28<sup>th</sup> day of Jan, 2025.

**JUDICIAL MAGISTRATE FIRST CLASS/ NOTARY PUBLIC**

Sd/-  
**T.ZUBEMO OVUNG**  
Deputy Secretary to the Govt. of Nagaland.

**NOTIFICATION**

Dated Kohima, the 26<sup>th</sup> February, 2025.

**NO.HFW(A)-12/101/2020/128** :: In partial modification to this office order of even number dated 06.11.2023, the name in respect of Dr. Tumchobeni at Sl. No. 12 should be read as Dr. Tumchobeni Kikon and not as rendered earlier.

Other terms and conditions of the order remain the same.

Sd/-  
**RENABOMO ODYUO, NCS**  
Joint Secretary to the Govt. of Nagaland.

Regd. No. 1295  
 Date: 20-01-2025



*[Signature]*  
 N. Lovungj Lotha  
 Notary Public  
 Area Nagaland  
 Regd. No. 86/16 LAW-13/73 (Pt-IV)

NO.PSTY/CN-04/2022/59

Dated Kohima, the 28<sup>th</sup> March, 2025.

Registration No. 1007-DT-16/2024/24  
 Office of the Deputy Commissioner  
 Dimapur : Nagaland

नगलैण्ड NAGALAND  
 BEFORE THE MAGISTRATE, DIMAPUR, NAGALAND

**AFFIDAVIT**

04AA 281750

I, Shri. **Arun Kumar Sethi @ Arun Kumar Jain**, Son of Shri. Mahabir Prasad Sethi @ Jain aged about 59 years, presently residing at Ram Janaki School Road, Dimapur Town, Dist.- Dimapur, Nagaland do hereby solemnly affirm and declare as follows:-

1. That I am a citizen of India presently residing at the above-mentioned address in the State of Nagaland.
2. That I am a follower of '**Jain**' religion and accordingly I was known as "**Arun Kumar Jain**" in the past and all my transactions including share purchased by me were made in the name of "**Arun Kumar Jain**".
3. That since past several years, I have changed my title to my sub-title as '**Sethi**' in place of '**Jain**' and accordingly my PAN under the Income Tax Act, 1961 was also applied by me and was allotted with my title '**Sethi**' in the name of "**Arun Kumar Sethi**".
4. That I submit and declare that '**Jain**' is the Primary religion and '**Sethi**' is a sub-title of the same religion and as such both are same.
5. That in my case both the "**Arun Kumar Sethi**" and "**Arun Kumar Jain**" are one and the same person.
6. That the statements made herein above are true to my knowledge, belief, records and religious definitions which I believe to be true.

**DEPONENT**

Solemnly affirmed and declare before me by Shri Arun Kumar Sethi @ Arun Kumar Jain, who is identified by Shri. Raj K. Singh, Advocate on this the 13<sup>th</sup> day of December '2024.

Identified by me

*[Signature]*

Sub-Divisional Officer (Civil)  
 & 1st Class Magistrate  
 Office of the Deputy Commissioner  
 Dimapur : Nagaland

Sd/-

**T.ZUBEMO OVUNG**  
 Deputy Secretary to the Govt. of Nagaland.

**NOTIFICATION**

Dated Kohima, the 28<sup>th</sup> February, 2025.

No.PLG/1-52/2023/509: In the interest of Public service, the Governor of Nagaland is pleased to Permanently upgrade Two (2) posts of Assistant Development Commissioner in Pay Level - 15 to that of Deputy Development Commissioner in Pay Level -16 under State Planning Machinery, Planning and Transformation with immediate effect.

This is issued with the approval of the State Cabinet vide No. CAB-1/14/2023 dated 25.02.2025.

Sd/-

**IKIEBAM LUNGALANG**  
 Deputy Secretary to the Govt. of Nagaland.

**OFFICE MEMORANDUM**

NO.AR-3/GEN-67/2001/39

Dated Kohima, the 5<sup>th</sup> March, 2025.**Conversion of Wages of Work-Charged & Casual Employees to scale pay as per Revision of Pay (ROP) 2015.**

On the recommendation of the Nagaland Work-Charged and Casual Employees Commission and in pursuance of the Cabinet's decision conveyed vide letter No. CAB-1/14/2023 dated 25<sup>th</sup> February 2025, all Work-Charged and Casual employees in all the Departments, whose names have been duly verified by the District Level Verification Committee and registered in PIMS, receiving fixed pay shall be granted scale of pay as per the Revision of Pay, 2015 with effect from 01.04.2025.

Therefore, all Departments having Work-Charged and Casual employees are directed to expedite the conversion accordingly.

Sd/-

**WEKU ZHIEMI, NCS**

Under Secretary to the Govt. of Nagaland.

**NOTIFICATION**Dated Kohima, the 29<sup>th</sup> November, 2024.

**NO.POL/ESTT/FSL-SR/5/2018/1347** :: In exercise of the powers conferred by the provision to Article 309 of the Constitution of India, the Governor is pleased to make the following Rules for regulating the Recruitment and Conditions of service of persons appointed to the Nagaland Forensic Science Laboratory Service Rules, 2024 under Police Department.

Sd/-

**CHUBASANGLA LONGKUMER**

Joint Secretary to the Govt. of Nagaland.

**NAGALAND FORENSIC SCIENCE LABORATORY SERVICE  
RULES 2024 UNDER POLICE DEPARTMENT.**

## NOTIFICATION

Dated Kohima, the 29<sup>th</sup> November, 2024.

**NO.POL-1/ESST/9/82** :: In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor is pleased to make the following Rules for regulating the recruitment and conditions of service of persons appointed to the Nagaland Forensic Science Laboratory Service under Police Department.

2. **Short Title and Commencement:**

- (a) These rules may be called the Nagaland Forensic Science Laboratory Service Rules, 2024.
- (b) These rules shall come into force with effect from the date of their Notification in the Nagaland Gazette.

3. **Definition:**

In these rules, unless the context otherwise requires:

- (a) **“Appointing Authority”** means the Governor of Nagaland.
- (b) **“Commission”** means Nagaland Public Service Commission.
- (c) **“Degree of Recognized University”** means a degree of University incorporated by an Act of the Central or State Legislature in India, or other Educational Institution established by an Act of Parliament, or declared to be a deemed University under UGC Act, 1956, or an equivalent qualification declared as such by an order of the State Government.
- (d) **“Forensic Science”** means the application of scientific methods and techniques to the investigation of crime.
- (e) **“Laboratory”** means a building or room where scientific experiments, analysis and research are carried out.
- (f) **“Division”** means unit formed on the basis of nature of examination.
- (g) **“Biology and Serology division”** means the analysis of body fluids, stains and other bodily materials to help solve a crime.
- (h) **“Chemistry division”** means the application to the study of materials in cases where the findings may be presented as technical evidence in a court of law.
- (i) **“Computer Forensic division”** means the discipline that combines elements of law and computer science to collect and analyze data from computer systems, networks, wireless communications and storage devices in a way that is admissible as evidence in a court of law.
- (j) **“Polygraph division”** means an instrument used to measure physiological responses in humans when they are questioned in order to determine if their answers are truthful.
- (k) **“Questioned Document division”** means any signature, handwriting, typewriting or other mark whose source or authenticity is in dispute or doubtful.
- (l) **“Scientific Officer”** means an experienced scientific researcher, often in-charge of research and development within their field.
- (m) **“Sr. Scientific Assistant”** means to offer support to the scientist in research and educational subject matter pertaining to the research
- (n) **“Scientific Assistant”** means to offer support to the scientist in research and educational subject matter pertaining to the research.

- (o) **“Constitution of Department Promotion Committee”** means a committee constituted under Rule 11.
- (p) **“Screening Committee”** means a committee constituted under Rule 11 for appointment/promotion of members of the service to Higher Junior Grade and above.
- (q) **“Gazette”** means the Nagaland Gazette.
- (r) **“Governor”** means the Governor of Nagaland.
- (s) **“Government”** means the State Government of Nagaland.
- (t) **“Member of the Service”** means a member of the Nagaland Forensic Science Laboratory Service.
- (u) **“Recruitment year”** means the calendar year during which the recruitment is held.
- (v) **“Schedule”** means the schedule appended to these rules.
- (w) **“Service”** means the Nagaland Forensic Science Laboratory Service.
- (x) **“State”** means the State of Nagaland.
- (y) **“Year”** means Calendar Year.
- (z) **“He”** shall also mean “She”.

4. **Constitution of the Service:**

The service shall consist of the following persons, namely;

- (a) Persons who, at the commencement of these rules are holding substantively the posts specified in the schedule - I and schedule - II.
- (b) Persons recruited to the service in accordance with the provisions of these rules.

5. **Gradation and Strength of the Service:**

All the posts mentioned in Schedule- I and Schedule- II are in Group A and C service respectively. The gradation of various posts in the service, the number of posts in each grade, and the scale of pay attached thereto, shall be as indicated in the schedule – I and schedule - II.

Provided that the Government may, from time to time, add to or reduce the number of posts included in the service, either on a permanent or on a temporary basis.

6. **Method of Recruitment:**

- (a) Recruitment of the service after the commencement of these rules shall be made by any one of the following methods, viz: -
  - (i) Direct recruitment at Level-10 by open competition in accordance with Rule 7;
  - (ii) Promotion to Junior Grade level and Level-10 in accordance with rules 11 and 12.
- (b) The respective quotas reserved for each source of recruitment, the qualifications required for direct recruitment, shall be as specified in schedule – II

7. **Direct recruitment by open competition:**

- (a) Whenever there is a vacancy to be filled up by direct recruitment in accordance with rule 6(a) (i), the head of the Department shall submit requisitions in duplicate as per the form/format so prescribed, to the Commission through the Administrative Department.
- (b) The Commission, then, shall advertise the post(s) for conduct of a written examination or interview or both, at such time and place as may be prescribed in the advertisement, to recommend candidates in order of merit for appointment against the posts equal to the vacancies advertised.

- (c) A candidate must apply on or before such date, in such manner and in such form as the Commission may prescribe.
- (d) The Commission shall prepare a list of all candidates who have qualified in the examination or interview or both, in order of merit, which shall be determined in accordance with the aggregate marks obtained by each candidate.
- (e) In the event two or more candidates obtain equal marks, the Commission shall arrange them in order of their relative date of birth, whereby the one older in age shall be placed above the junior.
- (f) In preparing a list of qualified candidates, the Commission shall first indicate the names of qualified tribal candidates of the Indigenous inhabitants of the State of Nagaland against the vacancies reserved for them, and the list shall be subsequently forwarded to the Appointing Authority and published in the Gazette.
- (g) The merit-list drawn by the Commission shall remain valid for a period of 01(one) year from the date of declaration of the result by the Commission.
- (h) The Commission shall also maintain a confidential waiting list of the candidates not exceeding 25% of the post advertised, subject to minimum of 01(one) person, which shall remain valid for 06(six) months from the date of declaration of result by the Commission and shall lapse thereafter.
- (i) The names of the candidates in the waiting list shall be made available to the Appointing Authority on request for the sole purpose of filling such vacancies which had arisen on account of refusal or inability of any candidates in the merit-list to accept the posts so offered to them, and for no other reasons.
- (j) The inclusion of a person's name in the list of successful candidates shall not confer any rights to him/her unless the Appointing Authority is satisfied, after such enquiry as may be considered necessary, that the person is suitable in all respects for appointment to the service.

8. **Qualification for Direct Recruitment:**

- (a) **Age:** The age of a candidate for direct recruitment to the service under rule 6 (a) (i) shall not be less than 21 years, and not more than 30 years as on first day of the year in which recruitment is held. The upper age limit is relaxable by 5 years in the case of candidates belonging to Schedule Castes and Schedule Tribes or in accordance with the general or special orders issued by the Government in this behalf from time to time.
- (b) **Educational Qualification:** A candidate for appointment to the service shall hold a degree of a recognized university as given in schedule - III. Candidates who have appeared, or intend to appear for the degree examination and are waiting the result thereof, are also eligible to appear for the preliminary written examination. However, the candidate shall have to produce proof of having passed the degree examination before he is allowed to sit for the main written examination.
- (c) **Character:** A candidate shall produce before the Commission a certificate of good character from:
  - (i) The Principal or Academic Officer of the University or College in which he last studied.
  - (ii) Two responsible persons (not related to the candidate) who are well acquainted with the candidate.

9. **Disqualification for appointment:**

- (a) No person shall be qualified for appointment to the service unless he is a citizen of India;
- (b) No person who has more than one spouse living, shall be eligible for appointment to the service;

Provided that in the case of any candidate who is allowed to marry more than one spouse at a time under the personal law applicable to such candidate and the other party to the marriage and the Government is satisfied about the permissibility of such marriage, he shall not be disqualified by reason of such marriage;

Provided further that if any person, after joining the service under these rules, marry again when the first spouse is still living and divorce or separation has not taken place, the person shall be immediately discharged from service unless the Government is satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage.

- (c) A candidate, who is already in Government service or in the service of any Statutory Body, shall not be appointed unless a release Certificate or No Objection Certificate from the Government or the employer, as the case may be, is furnished.
- (d) No person shall be appointed in the service whose character and antecedents are adversely reported upon by a competent authority.
- (e) No person who attempts to enlist support for his candidature, directly or indirectly, by any recommendation, either written or oral, shall be appointed to the service.

#### 10. **Penalty for Misconduct:**

A candidate, who is or has been declared by the Commission guilty of impersonation or of submitting a fabricated document which has been tampered with, or of making statement which is incorrect or false, or of suppressing material information, or of using or attempting to use unfair means in the examination hall/ interview, or otherwise resorting to any unfair means to gain admission to the examination/ interviews, in addition to rendering himself liable to criminal prosecution, shall:

(ii) be debarred permanently or for a specified period:

- (i) by the Commission from admission to any examination or appearance at any interview held by the Commission for any appointment.
- (ii) by the Government from any employment under the Government;
- (b) be liable to disciplinary action under appropriate rules, if he is already in the service under the Government/PSU.

#### 11. **Constitution of Department Promotion Committee**

- (a) All recruitment by promotion against posts within the purview of the Commission shall be undertaken by a Departmental Promotion Committee consisting of the following :-
 

1.	Chairman, NPSC	-	Chairman
2.	One member from the NPSC to be nominated by the Chairman(NPSC)	-	Member
3.	The Chief Secretary, Nagaland or his nominee	-	Member
4.	Administrative Head(P&AR)	-	Member
5.	Administrative Head(Home Department)	-	Member
6.	Director General of Police	-	Member Secretary
- (i) Provided where promotion is to be made to the post of the Head of Department, the Secretary of the Administrative Department shall act as the Member Secretary and the Head of Department shall not be included in the Committee.
- (ii) The proceedings of the Committee shall be valid if attended by 03(three) or more members including one each from amongst serial number 1 & serial number 2, serial number 3 & serial number 4 and serial number 5 & serial number 6.

- (b) All recruitment by promotion against posts outside the purview of the Commission shall be Undertaken by a Departmental Promotion Committee consisting of the following :-
- |   |   |                  |
|---|---|------------------|
| 1. Director General of Police   | : | Chairman         |
| 2. Representative from the Administrative Department<br>not below the rank of Joint Secretary | : | Member           |
| 3. Representative from the P&AR Department<br>not below the rank of Joint Secretary           | : | Member           |
| 4. An official from the Police HQ, not below<br>the rank of DIG of Police                     | : | Member Secretary |
- (c) Whenever any vacancies arises to be filled by promotion, in accordance with Rule 6(a)(ii) Against posts within the purview of the Commission, the Head of Department shall furnish the following, along with his comments, to the Government.
- (a) The list of eligible candidates to be considered for promotion, containing at least thrice as many as the number of vacancies to be filled.
  - (b) The final and undisputed Seniority List of the grade from which the promotion is to be given.
  - (c) Dossiers of the officials concerned.
  - (d) Annual Performance Appraisal Reports for the 05(five) consecutive preceding years.
  - (e) Vigilance Clearance
  - (f) Integrity Certificate
  - (g) Year-wise breakup of the vacancies
  - (h) Order of confirmation in service
  - (i) Service Rules
  - (j) Any other documents considered relevant
- (i) Upon receipt of the above list from the Director General of Police, Nagaland, the Administrative Department shall furnish such particulars along with comments, if any, and other relevant documents as may be necessary, to the Commission.
  - (ii) The Committee, when called upon by the Commission, shall meet and prepare a list of officials equal to the number of vacancies, in order of preference, to be filled by promotion.
  - (iii) The selection shall be based on merit-cum-seniority and in every case where a junior member of the Service is selected in preference to his senior in the Service, the Committee shall record in writing the reasons for such supersession.
  - (iv) The select-list duly approved by the Committee shall be forwarded to Administrative Department along with all relevant papers/documents, provided that in the event of any lapse in the conduct or performance of duties on the part of any of the persons in the select-list, the Appointing Authority may, if it so think fit, remove such persons from the select-list in consultation with the Commission.
  - (v) The select-list shall be valid for a period of 06(six) months from the date of its approval by the Committee and all vacancies arising in the Cadre during that period and intended to be accommodated by promotion shall be filled from the select-list only.

- (d) Whenever any vacancies arises to be filled by promotion in accordance with Rule 6(a)(ii) against posts outside the purview of the Commission, the Appointing Authority shall call upon the Committee to select from amongst the eligible members of the Service, indicating the number of vacancies to be filled by promotion and shall simultaneously furnish to the Committee with the following:
- (a) The list of eligible candidates to be considered for promotion, containing at least thrice as many as the number of vacancies to be filled.
  - (b) The final and undisputed Seniority List of the grade from which the promotion is to be given.
  - (c) Dossiers of the officials concerned.
  - (d) Annual Performance Appraisal Reports for the 05(five) consecutive preceding years.
  - (e) Vigilance Clearance
  - (f) Integrity Certificate
  - (g) Year-wise breakup of the vacancies
  - (h) Order of confirmation in service
  - (i) Service Rules
  - (j) Any other documents considered relevant
- (i) The Committee, then, shall prepare a select-list of officials equal to the numbe of vacancies, in order of preference, to be filled by promotion on the basis of merit-cum-seniority and in every case where a junior member of the Service is selected in preference to his senior in that Service, the committee shall record in writing the reasons for such supersession.
- (ii) The select-list shall be valid for a period of 01(one) year from the date of its approval by the Committee and all vacancies arising in the Cadre during that period and intended to be accommodated by promotion shall be filled from the select-list only.

12. **Appointment to the service:**

- (a) All appointments to the service shall be made by the appointing authority and shall be duly notified, and no such appointment shall be made, except after recruitment is done by any one of the methods specified in rule 6.
- (b) A person appointed under rule 6 (a) (i) shall join within 30 days from the date of receipt of the order or offer of appointment failing which, and unless the appointing authority extends the period, which shall not exceed two months, the appointment shall be canceled.
- (c) Appointment under rule 6 (a) (i) shall be made in the order of the merit list prepared and forwarded by the Commission.

13. **RESERVATION OF POSTS:**

There shall be reservation for the Backward Tribes of the State as well as for the physically-handicapped against all categories of posts to be filled through direct recruitment, to the extent and in the manner laid down by the State Government from time to time.

Provided that in the case of reservation for Backward Tribes, if no candidate is available from a particular backward tribe whose turn has come on the roster, the vacancy shall not be filled by a candidate belonging to any other tribes.

Provided further that if no candidate from a particular Backward Tribe is available for filling the vacancy earmarked for that backward tribe in the roster, such vacancy shall be treated as "backlog vacancy" and the process for filling such "backlog vacancy" shall be carried out as under:

- (i) The "backlog vacancy" shall be announced in the subsequent recruitment along with other vacancies (called the 'current vacancies');
- (ii) The 'current vacancies' shall be treated as one group and the 'backlog vacancies' as a separate group.
- (iii) Such 'backlog vacancies' earmarked earlier for a particular Backward Tribe, shall be carried forward in the ensuing recruitments till the same are ultimately filled up by candidates from that particular Backward Tribe only.

14. **Posting and Deputation:**

A member of the service shall be liable to be posted anywhere within the State. They shall also be liable to be posted on deputation in other Departments of the Government, or any State owned Public Sector Undertakings, if so required, in the interest of the public service. In such a case, the member of the service shall have no right to challenge or complain against such posting or transfer.

15. **Probation:**

(a) Persons recruited to the service under Rule 6 (a) (i) shall be placed on probation for a period of two years.

Provided that the period of probation in respect of any probationer may, for good and sufficient reasons, be extended by the Governor by a period not exceeding three years.

(b) The appointing authority may, by serving one month's notice in writing, dispense with the service of a probationer if, during the probation or extended period thereof, the probationer is considered to be unfit for regular appointment.

(c) The probationer shall not be entitled to any compensation in the event of his service being dispensed with under sub-rule (b) above.

(d) During the period of probation or extended period thereof, a probationer may be required to undergo such course (s) of training and instructions and to pass such examination as the competent authority may prescribe in the interest of public service.

(e) The period of probation completed successfully shall be counted in full as qualifying service for all purpose.

16. **Confirmation:**

Where a probationer has completed his period of probation to the satisfaction of the Government, and has fulfilled all the requirements that may be prescribed under Rule 15 (d), he shall be confirmed in the service.

17. **Fixation of initial pay in the time scale:**

The initial pay of a member of the service recruited under Rule 6 (a) (i) and Rule 6 (a) (ii) shall be fixed at the minimum of the pay scale attached to the post unless, under the Fundamental Rules and Subsidiary Rules or under any order rules governing the fixation of pay for the time being in force in the State, he is entitled to have his pay fixed at a higher stage in that time scale.

**18. Seniority:**

(a) Seniority of members of the service shall normally be determined with reference to the date of joining the service, except as provided under sub-rule (b) of this rule.

(b) The seniority of the promotees shall be determined in accordance with the select list prepared by the Committee, whereas the seniority of persons appointed through direct recruitment shall be determined in accordance to the marks obtained by the officer in the State Forensic Science Laboratory Service exam conducted by the Commission or the Selection Committee, provided that if a person does not join the Service within one month from the date of issue of the offer of appointment or within the period specified or within the period of extended joining time allowed, he shall rank below those who joined before him.

(c) If the confirmation of a member of the service on probation is delayed on account of his failure to qualify for such confirmation, he shall lose his benefit in the order of seniority vis a vis such of his juniors who may be confirmed earlier than him.

**19. Seniority List:**

Grade-wise Seniority list shall be prepared every year. The list shall consist of the names of all the members of the service arranged in order of seniority and duly published and circulated among the members of the service.

**20. Training:**

(a) Every Government servant recruited under these Rules shall undergo training or pass such Departmental Examination as may be prescribed by the Government from time to time.

(b) Every officer, to be eligible for promotion to the next higher grade, must successfully complete the training course that may be prescribed by the Government from time to time and also pass the examinations at the end of such training courses. If an officer fails to attend such training courses in spite of being nominated by the Government, or fails to pass the examinations, he shall render himself liable to be superseded by his juniors who had attended such courses and had passed the examinations.

**21. Appointing Authority:**

The Governor shall be the appointing authority for all posts included in the service.

**22. Cadre Review:**

All matters relating to the number of posts in various grades of the Service, the addition of any post to, or removal of any post from the cadre of the Service and any other matter specified in the Schedule - I and Schedule - II shall be reviewed from time to time by a Cadre review Committee to be constituted by the Home Department.

**23. Review of Service**

The service of a member of the service, on attaining the age of 50(fifty) years or 55(fifty five) years, shall be reviewed as provided under Fundamental Rule 56 (J).

24. **Power to Relax Rules:**

Where undue hardship is likely to be caused to any person by the application of any of these rules, the Governor shall have the powers to relax the application of that rule in respect of that person for good and sufficient reason, which shall be without prejudice to the interests of any other member of the service.

25. **Transitional provision:**

In case of any difficulty arising while giving effect to the provision of these Rules, the Home Dept. shall have powers to issue necessary orders to remove the difficulties and to bring the existing practices in conformity with the provision of these Rules during the transition period which should not extend beyond one year after the commencement of these rules.

26. **Miscellaneous:**

Except as provided in these rules, all matters relating to pay, allowances, leave, pension, discipline and other conditions of the service not specifically provided for in these rules, shall be regulated by general rules, regulations and orders issued under Article 309 of the Constitution, or continued to be in force under Article 372 of the Constitution governing such matters.

27. **Interpretation:**

If any question arises relating to the interpretation of these rules, it shall be referred to the Government in the Home Department whose decision thereon to be made in consultation with P&AR Department, shall be final.

28. **Repeal and Saving:**

The Nagaland Forensic Science Laboratory Service Rules 2024, any amendments to those rules and any rules corresponding to these rules and in force immediately before the commencement of these rules are hereby repealed in respect of all matters covered by these rules.

Provided that any order made or action taken under the rule so repealed shall be deemed to have been made or taken validly under the corresponding provision of these rules.

By order and in the name of Governor of Nagaland.

Sd/-  
**Home Commissioner**  
Government of Nagaland.

**SCHEDULE-I**

Sl. No.	Name of the Post	Pay Level	Number of Post		Total
			Permanent	Temporary	
1	Joint Director	Level-15		1	1
2	Deputy Director/Sr. Scientific Officer	Level-14		1	1
3	Assistant Director/Scientific Officer	Level-13		2	2
4	Sr. Scientific Assistant	Level-12		2	2
5	Scientific Assistant (Narcotic / Toxicology, Chemistry, Biology & Serology, Computer Forensic, Questioned Document)	Level-10		5	5

## SCHEDULE-II

Sl. No.	Name of the Post	% of Post to be Filled up by		Educational Qualification for Direct Recruitment	Eligibility Criteria for Promotion
		Direct Recruitment	Promotion		
1	Joint Director	NIL	100%	NIL	Promotion from amongst the Senior most Deputy Director /Sr.Scientific Officer with minimum 05(five) years of Regular Service in the rank of Deputy Director/ Sr. Scientific Officer.
2	Deputy Director/Sr.Scientific Officer	NIL	100%	NIL	Promotion from amongst the senior most Assistant Director/Scientific Officer with minimum 05(five) years of Regular Service in the rank of Assistant Director/Scientific Officer.
3	Assistant Director /Scientific Officer	NIL	100%	NIL	Promotion from amongst the Senior most Sr.Scientific Assistant with minimum 05(Five) years of Regular Service in the rank of Sr. Scientific Assistant.
4	Sr. Scientific Assistant	NIL	100%	NIL	Promotion from amongst the senior most Scientific Assistant with minimum 07(seven) years of Regular Service in the rank of Scientific Assistant.

Sl. No.	Name of the Post	% of Post to be Filled up by		Educational Qualification for Direct Recruitment	Eligibility Criteria for Promotion
		Direct Recruitment	Promotion		
5	Scientific Assistant ( <i>Narcotic/Toxicology</i> )	100%	NIL	M.Sc. With 50% Marks in Chemistry/Forensic Science/ Toxicology ( <i>Preference will be given to M.Sc Forensic Science / Toxicology</i> )	The Post shall be filled up by direct recruitment through the NPSC.
6	Scientific Assistant ( <i>Chemistry</i> )	100%	NIL	M.Sc. With 50% Marks in Chemistry/Forensic Science/Toxicology ( <i>Preference will be given to M.Sc Forensic Science/Toxicology</i> )	The Post shall be filled up by direct recruitment through the NPSC
7	Scientific Assistant ( <i>Biology &amp; Serology</i> )	100%	NIL	M.Sc. With 50% Marks in Zoology/Botany/Bio-Chemistry/Micro-Biology/Bio-Technology/Physical Anthropology/Molecular Biology/Forensic Science ( <i>Preference will be given to M.Sc Forensic Science</i> )	The Post shall be filled up by direct recruitment through the NPSC.
8	Scientific Assistant ( <i>Computer Forensic</i> )	100%	NIL	Bachelor Engineering in Computer/Bachelor Engineering in Computer Science/Bachelor Engineering in IT/Master of Computer Application (MCA)/M.Sc in Information Technology	The Post shall be filled up by direct recruitment through the NPSC.

Sl. No.	Name of the Post	% of Post to be Filled up by		Educational Qualification for Direct Recruitment	Eligibility Criteria for Promotion
		Direct Recruitment	Promotion		
9	Scientific Assistant ( <i>Questioned Document</i> )	100%	NIL	M.Sc with 50% Marks in Forensic Science/Chemistry/Physics/Mathematics ( <i>Preference will be given to M.Sc Forensic Science</i> )	The Post shall be filled up by direct recruitment through the NPSC.

Sd/-  
Home Commissioner  
Government of Nagaland.

**NOTIFICATION****NO.LRSO/ACCT-3/2018-2019****Dated Kohima, the 14<sup>th</sup> April, 2025.**

The DLRSO is pleased to notify the change of name from Shri Vungchamo to Vungchamo Ovung, for all purposes as declared vide affidavit No.02AA 459977 dated- 02/08/24.

This has the clearance of the P&AR Department's OM branch vide their U.O.NO.1456 dated 04/03/2025.

Sd/-  
**ZAKIESATUO LHOUNGU**  
 District Land Records & Survey Officer  
 Kohima



**Before the Notary Public: Dimapur (East), Nagaland**  
**Affidavit**

I, Smt. **KAGHOLI CHISHI**, D/o Shiwoto Chishi, resident of H/No- 7, Daklane Colony, Sector I, Kohima, Nagaland, do hereby declare and state as follows;

1. That, I am a bonafide citizen of India and a resident of the above mentioned address.
2. That, my correct name is **KAGHOLI CHISHI** in all my documents including my Aadhaar card, but in my Indian Passport bearing passport no. G0484568 my name has been entered as **KHAGHOLI CHISHI** inadvertently.
3. That, this affidavit is executed to declare that the name **KAGHOLI CHISHI** and **KHAGHOLI CHISHI** is of the one and same person and that I shall be known and identified as **KAGHOLI CHISHI** henceforth for all official purpose and correspondence.
4. That, the statements made in para 1 to 3 are true to the best of my knowledge and nothing herein is concealed or false.

*Chishi*  
**Deponent**

Solemnly affirmed and declared before me by the deponent on this 31<sup>st</sup> day of March 2025 at Dimapur (East).

*Francis*  
**Notary Public**  
**FRANCIS KIKON**  
 Notary Public  
 Regd. No. 138/2019  
 Govt. of Nagaland

Regd No. / 17-D (F) 52  
 Date 31/03/2025

NO.PSTY/CN-04/2022/64

Dated Kohima, the 7<sup>th</sup> April, 2025.

**AFFIDAVIT**  
**(Change of Surname)**

I, Smti. **Rovino Livi**, resident of Old Ministers' Hill Colony, Kohima, Nagaland do hereby solemnly affirm on oath and declare as follows:-

1. That I am a bonafide citizen of India.
2. That previously in all my Academic Records and official documents my name has been entered and recorded as **Rovino**.
3. That I hereby declare that henceforth I shall change my name from **Rovino** to **Rovino Livi**.
4. That the names **Rovino Livi** and **Rovino** are one and the same person i.e. myself.
5. That this affidavit is made to declare that henceforth from today onwards I shall be known/ called/ referred to as "**Rovino Livi**" and the same shall be use for all official purposes, future references and correspondences.
6. That this affidavit shall be used as a piece of evidence of the fact and proof as mentioned above and also to be used for any rectification if arises in future.

That the statements from para 1-6 are true to the best of my knowledge and nothing false has been stated. I sign this affidavit before the competent authority Kohima on this the 16<sup>th</sup> day of August, 2024.

Regd. No. 1693  
Date 16/08/2024

Authenticated  
ZEKUSETO NATSO  
NOTARY PUBLIC

*Rovino*  
Deponent

Notary Public

Sd/-  
**T. ZUBEMO OVUNG**  
Deputy Secretary to the Govt. of Nagaland.

**NOTIFICATION**

Dated Kohima, the 26<sup>th</sup> February, 2025.

**NO.PER/VIG/1/2/95** :: In the interest of public service, the Governor of Nagaland is pleased to allow **Smti. Vikono Peseyie**, Superintendent of Police (SP) to hold the current charge of Sr. Superintendent of Police under the Directorate of Investigation, Nagaland Lokayukta Police, Nagaland; Kohima vice retirement of Shri.L.Mayang Ao, Sr. S.P.

Sd/-  
**LITHRILA SANGTAM, NCS**  
Under Secretary to the Govt. of Nagaland.

NO.PSTY/CN-04/2022/46

Dated Kohima, the 20<sup>th</sup> March, 2025.

नगलैण्ड NAGALAND

AFFIDAVIT

03AA 979009

I Mr. S.NOKZENDLAIER S/o Mr. SADEMKOKBA, aged about 23 years  
R/o. H/No. 306 Near Aoyimkum Baptist Church, Aoyimkum in the District of  
Dimapur, Nagaland do hereby affirm and declare as follows:

1. That I am a bonafide citizen of India and resident of the above mentioned address.
2. That in all my educational documents/ Records my name is entered as S.NOZENDLAIER and whereas the initial letter 'S' stands for my father's name 'SADEMKOKBA'.
3. That henceforth I will be using my name as NOKZENDLAIER in all my official/unofficial documents/ records and whereas the name S.NOZENDLAIER and NOZENDLAIER pertains to one and the same person, that is me.
4. That this affidavit is made for the purpose of declaring that the name's S. NOKZENDLAIER and NOZENDLAIER with the initial letter 'S' as my father's name 'SADEMKOKBA' is one and the same person and I do not have any other name.

VERIFICATION

I, hereby verify that the content made in para 1 to 4 are true and correct to the best of my knowledge and beliefs and nothing material is concealed therein.

*Nokzandi*  
DEPONENT

Solemnly sworn before me on this 1<sup>st</sup> April 2025.

NOTARY PUBLIC



Sd/-

T. ZUBEMO OVUNG

Deputy Secretary to the Govt. of Nagaland.

NOTIFICATION

Dated Kohima, the 24<sup>th</sup> March, 2025.

NO.PAR-A/10/20210-AIS :: On attaining the age of superannuation, the Governor of Nagaland is pleased to release Smti. Martha R. Ritse, IAS, Commissioner & Secretary, Social Welfare Department from service with effect from 31.03.2025 (AN).

Sd/-

LITHRILA SANGTAM, NCS

Under Secretary to the Government of Nagaland.

**NOTIFICATION**Dated Kohima, the 24<sup>th</sup> March, 2025.

**NO.HTE/HE/1-47/2023/319** :: It is hereby notified that henceforth Shri. Zhasakhoto, Rtd Laboratory Assistant, Kohima Science College (A), Jotsoma shall be known as Zhasakhoto Peseyie for all official purposes

This is issued with the clearance of the P&AR, OM Cell vide *U.O No.1502 dated 21.03.2025*

Sd/-

**ANIMI LOTHIA**

Joint Secretary to the Govt. of Nagaland.

**NOTIFICATION**Dated Kohima, the 3<sup>rd</sup> March, 2025.

**NO.HFW(A)PRO-13/22/23/02** :: On the recommendation of the Departmental Promotion Committee vide Letter NO.NPSC/DPC-17/2022 dated Kohima, the 19<sup>th</sup> February, 2025, the Governor of Nagaland is pleased to regularize the officiating promotion of the following dental officers under the Health & Family Welfare Department against the posts indicated below.

- A. Regularized as Director (Dental) (Special Selection Grade), Level – 18 (PB- 37400-67000/- GP- 8900/-).

Sl. No	Name	Effective date of regularization
1	Dr. Meribeni Odyuo	13.03.2024

- B. Regularized as Additional Director (Dental) (Higher Selection Grade), Level – 17 (PB- 15600-39100/- GP- 8700/-).

Sl. No	Name	Effective date of regularization
1	Dr. Khonsao Alex	13.03.2024

- C. Regularized as Joint Director (Dental) (Selection Grade), Level – 16 (PB- 15600-39100/- GP- 7600/-).

Sl. No	Name	Effective date of regularization
1	Dr. Arenla Walling	13.03.2024

- D. Regularized as Deputy Director (Dental)/Senior Dental Surgeon (Senior Grade), Level – 15 (PB- 15600-39100/- GP- 6600/-).

Sl. No	Name	Effective date of regularization
1	Dr. Aoyanger	13.03.2024
2	Dr. Esther Chopy	13.03.2024

Sd/-

**RENABOMO ODYUO, NCS**

Joint Secretary to the Government of Nagaland.

**PART-V****NOTIFICATION**

Dated Kohima, the 28<sup>th</sup> March, 2025.

**NO.LAW/ACT/23-66/2025** : : The Nagaland Appropriation (No.1) Act, 2025 Act No. 1 of 2025 duly assented by the Hon'ble Governor on 11.03. 2025 is hereby published for general information.

Sd/-

**THEJANGU-U KIRE**

Secretary to the Govt. of Nagaland.

**THE NAGALAND APPROPRIATION (NO. 1) ACT, 2025****An  
Act**

To authorise payment and appropriation of certain sums from and out of the Consolidated Fund of the State of Nagaland to the services of the year ended on the thirty first day of March' 2018.

Be it hereby enacted by the Nagaland Legislative Assembly in the Seventy Sixth year of the Republic of India as follows.

- |  |  |
|--|--|
| Short Title and Commencement   | 1. This Act may be called the <b>Nagaland Appropriation (No. 1) Act, 2025</b> .  |
| Withdrawal of ₹ 14,51,00,000/- (Rupees fourteen crore fifty one lakh only) from and out of the Consolidated Fund of the State of Nagaland for the Financial year 2017-18 | 2. From and out of the Consolidated Fund of the State of Nagaland there may be paid and applied further sums not exceeding those specified in column (5) of the Schedule amounting in the aggregate to the sum of ₹ 14,51,00,000/- (Rupees fourteen crore fifty one lakh only) deemed to have been paid and applied to meet the amount spent for defraying the charges in respect of the services specified in column (2) of the schedule during the financial year ended on the thirty first day of March' 2018 in excess to the amount authorised or granted for those services for that year. |
| Appropriation  | 3. The sums deemed to have been paid and applied from and out of the Consolidated Fund of the State of Nagaland by this Act shall be Appropriated for the services and purpose expressed in the Schedule in relation to the year ended on the thirty first day of March, 2018.   |

**SCHEDULE****THE NAGALAND APPROPRIATION (NO. 1 ) ACT, 2025****(Rs. in Crore)**

Demand / Appropriation, Service & Purposes		Section	Voted by the Assembly	Charged on the Consolidated Fund	Total
1		2	3	4	5
4	Administration of Justice	REVENUE	0.45		<b>0.45</b>
5	Election	REVENUE	0.27		<b>0.27</b>
7	State Excise	CAPITAL	0.12		<b>0.12</b>
28	Civil Police	REVENUE	9.03		<b>9.03</b>
38	Information and Public Relations	CAPITAL	0.07		<b>0.07</b>
54	Mineral Development	CAPITAL	0.33		<b>0.33</b>
55	Power	REVENUE	2.49		<b>2.49</b>
56	Road Transport	CAPITAL	0.89		<b>0.89</b>
78	Technical Education	REVENUE	0.86		<b>0.86</b>
<b>Grand Total :</b>			<b>14.51</b>		<b>14.51</b>
<b>CAPITAL :</b>			<b>1.41</b>		<b>1.41</b>
<b>REVENUE :</b>			<b>13.10</b>		<b>13.10</b>

# **THE NAGALAND APPROPRIATION (NO.1) BILL,2025**

**(As passed by the Nagaland Legislative Assembly on the 8<sup>th</sup> March, 2025)**

This Bill was passed by the Nagaland Legislative Assembly on 08.03.2025  
and certified that this is a Money Bill.

Kohima,  
the 08-03-2025

Sd/-  
**SHARINGAIN LONGKUMER**  
SPEAKER  
Nagaland Legislative Assembly

**I assent to this Bill**

Kohima,  
the 11-03-2025

Sd/-  
**LA. GANESAN**  
GOVERNOR

**PART-V****NOTIFICATION**

Dated Kohima, the 28<sup>th</sup> March, 2025.

**NO.LAW/ACT/23-67/2025** : : The Nagaland Appropriation (No.2) Act, 2025 Act No. 2 of 2025 duly assented by the Hon'ble Governor on 11.03. 2025 is hereby published for general information.

Sd/-  
**THEJANGU-U KIRE**  
Secretary to the Govt. of Nagaland.

**THE NAGALAND APPROPRIATION (NO. 2) ACT, 2025****AN  
ACT**

To authorise payment and appropriation of certain sums from and out of the Consolidated Fund of the State of Nagaland to the services of the year ending on the thirty first day of March, 2025.

Be it hereby enacted by the Nagaland Legislative Assembly in the Seventy Sixth year of the Republic of India as follows.

**Short Title and  
Commencement**

1. This Act may be called the **Nagaland Appropriation (No. 2) Act, 2025**.

**Withdrawal of  
₹ 3131,67,67,000/-  
(Rupees three  
thousand one  
hundred thirty one  
crore sixty seven  
lakh sixty seven  
thousand only)  
from and out of the  
Consolidated Fund of  
the State of Nagaland  
for Financial Year  
2024-25.**

2. From and out of the Consolidated Fund of the State of Nagaland there may be paid and applied further sums not exceeding those specified in column (5) of the Schedule amounting in the aggregate to the sum of **₹ 3131,67,67,000/- (Rupees three thousand one hundred thirty one crore sixty seven lakh sixty seven thousand only)** towards defraying the several charges which will come in course of payment during the year ending on the thirty first day of March, 2025 in respect of services specified in column (1) of the Schedule.

**Appropriation**

3. The sums authorised to be paid and applied from and out of the Consolidated Fund of the State of Nagaland by this Act shall be appropriated for the services and purpose expressed in the Schedule in relation to the year ending on the thirty first day of March, 2025.

## SCHEDULE

## THE NAGALAND APPROPRIATION (NO. 2 ) ACT, 2025

(Rs. in Lakhs)

Demand / Appropriation, Service & Purposes		Section	Voted by the Assembly	Charged on the Consolidated Fund	Total
1		2	3	4	5
1	State Legislature	REVENUE	431.34	121.03	<b>552.37</b>
		CAPITAL	214.81		<b>214.81</b>
2	Head of State	REVENUE		202.42	<b>202.42</b>
3	Council of Ministers	REVENUE	372.01		<b>372.01</b>
4	Administration of Justice	REVENUE	1157.29	7.80	<b>1165.09</b>
		CAPITAL	4727.23		<b>4727.23</b>
5	Election	REVENUE	821.56		<b>821.56</b>
8	Sales Tax	REVENUE	6.13		<b>6.13</b>
		CAPITAL	95.62		<b>95.62</b>
9	Taxes on Vehicle	REVENUE	492.36		<b>492.36</b>
10	Public Service Commission	REVENUE		404.76	<b>404.76</b>
		CAPITAL	140.94		<b>140.94</b>
12	Treasuries and Accounts	CAPITAL	100.00		<b>100.00</b>
16	State Guest Houses	REVENUE	134.49		<b>134.49</b>
		CAPITAL	1292.13		<b>1292.13</b>
17	State Lotteries	REVENUE	21.90		<b>21.90</b>
20	Relief, Rehabilitation etc.	REVENUE	6.41		<b>6.41</b>
21	Relief of Distress caused by Natural Calamities	REVENUE	18736.86		<b>18736.86</b>
		CAPITAL	5210.72		<b>5210.72</b>
22	Civil Supplies	REVENUE	6182.19		<b>6182.19</b>
		CAPITAL	125.00		<b>125.00</b>
24	Small Savings	REVENUE	2.00		<b>2.00</b>
26	Civil Secretariat	CAPITAL	3600.46		<b>3600.46</b>
27	Planning Machinery	REVENUE	601.84		<b>601.84</b>
28	Civil Police	REVENUE	5148.73		<b>5148.73</b>
29	Stationery and Printing	REVENUE	141.09		<b>141.09</b>
		CAPITAL	200.00		<b>200.00</b>
31	School Education	REVENUE	10841.06		<b>10841.06</b>
32	Higher Education	REVENUE	1647.10		<b>1647.10</b>

(Rs. in Lakhs)

Demand / Appropriation, Service & Purposes		Section	Voted by the Assembly	Charged on the Consolidated Fund	Total
1		2	3	4	5
33	Youth Resources and Sports	REVENUE	2068.68		2068.68
		CAPITAL	14160.75		14160.75
34	Art and Culture and Gazetteers	REVENUE	155.79		155.79
		CAPITAL	2904.81		2904.81
35	Medical, Public Health and Family Welfare	CAPITAL	3090.20		3090.20
36	Urban Development	REVENUE	2227.76		2227.76
		CAPITAL	32801.99		32801.99
38	Information and Public Relations	REVENUE	303.98		303.98
39	Tourism	REVENUE	102.97		102.97
		CAPITAL	4497.80		4497.80
40	Employment and Craftsmen Training	REVENUE	41.43		41.43
		CAPITAL	360.19		360.19
42	Rural Development	CAPITAL	227.78		227.78
43	Social Security and Welfare	REVENUE	417.69		417.69
		CAPITAL	4001.37		4001.37
44	Evaluation	REVENUE	137.44		137.44
45	Co-operation	REVENUE	444.41		444.41
47	Legal Metrology and Consumer Protection	REVENUE	100.44		100.44
48	Agriculture	CAPITAL	1668.17		1668.17
49	Soil and Water Conservation	REVENUE	34.80		34.80
		CAPITAL	1075.00		1075.00
50	Animal Husbandry and Dairy Development	CAPITAL	500.00		500.00
51	Fisheries	CAPITAL	7.50		7.50
53	Industries	REVENUE	1294.64		1294.64
		CAPITAL	17204.48		17204.48
54	Mineral Development	REVENUE	352.77		352.77
		CAPITAL	3031.73		3031.73

(Rs. in Lakhs)

Demand / Appropriation, Service & Purposes		Section	Voted by the Assembly	Charged on the Consolidated Fund	Total
1		2	3	4	5
55	Power	CAPITAL	3484.43		3484.43
56	Road Transport	REVENUE	474.05		474.05
		CAPITAL	399.59		399.59
58	Roads and Bridges	REVENUE	2977.74		2977.74
		CAPITAL	92459.19		92459.19
60	Water Supply	REVENUE	1684.01		1684.01
		CAPITAL	1822.01		1822.01
62	Civil Administration Works	REVENUE	272.05		272.05
		CAPITAL	3309.65		3309.65
64	Housing	REVENUE	3296.31		3296.31
		CAPITAL	1742.00		1742.00
65	State Council of Educational Research and Training	CAPITAL	1595.58		1595.58
66	Sericulture	REVENUE	28.72		28.72
67	Home Guards	REVENUE	1095.29		1095.29
68	Police Engineering Project	REVENUE	303.96		303.96
		CAPITAL	14421.18		14421.18
69	Fire and Emergency Services	REVENUE	43.16		43.16
		CAPITAL	3303.90		3303.90
70	Horticulture	REVENUE	2427.39		2427.39
		CAPITAL	127.79		127.79
72	Land Resources Development	CAPITAL	481.91		481.91
73	State Institute of Rural Development	REVENUE	49.18		49.18
74	Mechanical Engineering	CAPITAL	88.57		88.57
76	Women Welfare	REVENUE	54.70		54.70
		CAPITAL	14500.00		14500.00
77	Development of Underdeveloped Areas	REVENUE	5.00		5.00
		CAPITAL	381.96		381.96
78	Technical Education	REVENUE	1561.63		1561.63
		CAPITAL	301.86		301.86
81	Information Technology and Communication	REVENUE	81.41		81.41
82	New and Renewable Energy	CAPITAL	3991.60		3991.60
<b>Grand Total :</b>			<b>312431.66</b>	<b>736.01</b>	<b>313167.67</b>
<b>CAPITAL :</b>			<b>243561.33</b>	<b>0.00</b>	<b>243561.33</b>
<b>REVENUE :</b>			<b>68870.33</b>	<b>736.01</b>	<b>69606.34</b>

# **THE NAGALAND APPROPRIATION (NO.2) BILL, 2025**

**(As passed by the Nagaland Legislative Assembly on the 8<sup>th</sup> March, 2025)**

This Bill was passed by the Nagaland Legislative Assembly on 08.03.2025  
and certified that this is a Money Bill.

Kohima  
The 08-03-2025

**Sd/-**  
**SHARINGAIN LONGKUMER**  
SPEAKER  
Nagaland Legislative Assembly

**I assent to this Bill**

Kohima,  
The 11-03-2025

**Sd/-**  
**LA GANESAN**  
GOVERNOR

**PART-V****NOTIFICATION**Dated Kohima, the 28<sup>th</sup> March, 2025.

**NO.LAW/ACT/23-67/2025** : : The Nagaland Appropriation (No.3) Act, 2025 Act No. 3 of 2025 duly assented by the Hon'ble Governor on 11.03. 2025 is hereby published for general information.

Sd/-

**THEJANGU-U KIRE**

Secretary to the Govt. of Nagaland.

**THE NAGALAND APPROPRIATION (NO. 3) ACT, 2025****AN  
ACT**

To authorise payment and appropriation of certain sums from and out of the Consolidated Fund of the State of Nagaland to the services of the year ending on the thirty first day of March, 2026.

Be it hereby enacted by the Nagaland Legislative Assembly in the Seventy Sixth year of the Republic of India as follows.

**Short Title and Commencement**

1. This Act may be called the **Nagaland Appropriation (No. 3) Act, 2025**.

**Withdrawal of ₹ 24699,00,83,000/- (Rupees twenty four thousand six hundred ninety nine crore eighty three thousand only) from and out of the Consolidated Fund of the State of Nagaland for the Financial year 2025-26.**

From and out of the Consolidated Fund of the State of Nagaland there may be paid and applied sums not exceeding those specified in column (5) of the Schedule amounting in the aggregate to the sum of ₹ **24699,00,83,000/- (Rupees twenty four thousand six hundred ninety nine crore eighty three thousand only)** towards defraying the several charges which will come in course of payment during the year ending on the thirty first day of March, 2026 in respect of services specified in column (1) of the Schedule.

**Appropriation**

3. The sums authorised to be paid and applied from and out of the Consolidated Fund of the State of Nagaland by this Act shall be appropriated for the services and purpose expressed in the Schedule in relation to the year ending on the thirty first day of March, 2026.

## SCHEDULE

## THE NAGALAND APPROPRIATION (No. 3 ) ACT, 2025

( Rs. in Lakhs )

Demand/Appropriation, Service & Purposes		Voted by the Assembly	Charged on the Consolidated Fund	Total	
1	2	3	4	5	
1	State Legislature	REVENUE	3986.13	164.36	4150.49
		CAPITAL	782.79		782.79
2	Head of State	REVENUE		1198.03	1198.03
3	Council of Ministers	REVENUE	1163.94		1163.94
4	Administration of Justice	REVENUE	3730.47	1260.13	4990.60
		CAPITAL	2280.24		2280.24
5	Election	REVENUE	1848.59		1848.59
		CAPITAL	400.00		400.00
6	Land Revenue	REVENUE	108.04		108.04
7	State Excise	REVENUE	2836.50		2836.50
		CAPITAL	290.00		290.00
8	Sales Tax	REVENUE	2603.23		2603.23
		CAPITAL	400.00		400.00
9	Taxes on Vehicle	REVENUE	1972.97		1972.97
		CAPITAL	399.86		399.86
10	Public Service Commission	REVENUE		1076.10	1076.10
11	District Administration	REVENUE	20527.83		20527.83
12	Treasuries and Accounts Administration	REVENUE	6516.36		6516.36
		CAPITAL	225.00		225.00
13	Village Guards	REVENUE	5261.52		5261.52
		CAPITAL	327.93		327.93
14	Jails	REVENUE	6992.73		6992.73
		CAPITAL	485.00		485.00
15	Lokayukta	REVENUE		1107.83	1107.83
16	State Guest Houses	REVENUE	1966.02		1966.02
17	State Lotteries	REVENUE	398.04		398.04
		CAPITAL	100.00		100.00
18	Pensions and Other Retirement Benefits	REVENUE	387171.00		387171.00
19	Rajya Sainik Board	REVENUE	368.64		368.64
20	Relief, Rehabilitation etc.	REVENUE	120.00		120.00

( Rs. in Lakhs )

Demand/Appropriation, Service & Purposes		Voted by the Assembly	Charged on the Consolidated Fund	Total
1	2	3	4	5
21	Relief of Distress caused by Natural Calamities	REVENUE	5720.00	5720.00
		CAPITAL	300.00	300.00
22	Civil Supplies	REVENUE	6148.10	6148.10
		CAPITAL	460.00	460.00
23	Loans to Government Servants	REVENUE	0.01	0.01
		CAPITAL	35.00	35.00
24	Small Savings	REVENUE	8.00	8.00
25	Land Records and Survey	REVENUE	2915.64	2915.64
		CAPITAL	300.00	300.00
26	Civil Secretariat	REVENUE	407518.80	407518.80
		CAPITAL	22480.00	22480.00
27	Planning Machinery	REVENUE	5773.08	5773.08
		CAPITAL	70200.07	70200.07
28	Civil Police	REVENUE	188819.09	188819.09
29	Stationery and Printing	REVENUE	3353.62	3353.62
		CAPITAL	230.00	230.00
30	Administrative Training Institute	REVENUE	823.92	823.92
		CAPITAL	104.00	104.00
31	School Education	REVENUE	211187.25	211187.25
		CAPITAL	32539.30	32539.30
32	Higher Education	REVENUE	22725.46	22725.46
		CAPITAL	838.00	838.00
33	Youth Resources and Sports	REVENUE	5281.48	5281.48
		CAPITAL	600.00	600.00
34	Art and Culture and Gazetteers	REVENUE	2779.65	2779.65
		CAPITAL	660.00	660.00
35	Medical, Public Health and Family Welfare	REVENUE	96610.94	96610.94
		CAPITAL	5307.69	5307.69
36	Urban Development	REVENUE	5165.24	5165.24
		CAPITAL	22777.74	22777.74
37	Municipal Administration	REVENUE	5034.98	5034.98
		CAPITAL	13041.02	13041.02

( Rs. in Lakhs )

Demand/Appropriation, Service & Purposes		Voted by the Assembly	Charged on the Consolidated Fund	Total
1	2	3	4	5
38	Information and Public Relations	REVENUE	4344.44	4344.44
		CAPITAL	250.00	250.00
39	Tourism	REVENUE	2478.30	2478.30
		CAPITAL	300.00	300.00
40	Employment and Craftsmen Training	REVENUE	3679.03	3679.03
		CAPITAL	200.00	200.00
41	Labour	REVENUE	1127.33	1127.33
		CAPITAL	113.84	113.84
42	Rural Development	REVENUE	115397.94	115397.94
		CAPITAL	500.00	500.00
43	Social Security and Welfare	REVENUE	43874.21	43874.21
		CAPITAL	1266.00	1266.00
44	Evaluation	REVENUE	1154.87	1154.87
		CAPITAL	329.54	329.54
45	Co-operation	REVENUE	2889.82	2889.82
		CAPITAL	140.00	140.00
46	Statistics	REVENUE	5397.44	5397.44
		CAPITAL	360.00	360.00
47	Legal Metrology and Consumer Protection	REVENUE	1374.65	1374.65
		CAPITAL	144.80	144.80
48	Agriculture	REVENUE	51489.10	51489.10
		CAPITAL	1154.84	1154.84
49	Soil and Water Conservation	REVENUE	7184.24	7184.24
		CAPITAL	902.12	902.12
50	Animal Husbandry and Dairy Development	REVENUE	13132.79	13132.79
		CAPITAL	476.00	476.00
51	Fisheries	REVENUE	9406.17	9406.17
		CAPITAL	280.00	280.00
52	Forest, Environment and Wildlife	REVENUE	15074.72	15074.72
		CAPITAL	7201.64	7201.64
53	Industries	REVENUE	12762.66	12762.66
		CAPITAL	290.00	290.00

( Rs. in Lakhs )

Demand/Appropriation, Service & Purposes		Voted by the Assembly	Charged on the Consolidated Fund	Total
1	2	3	4	5
54	Mineral Development	REVENUE	4275.66	4275.66
		CAPITAL	200.00	200.00
55	Power	REVENUE	82720.75	82720.75
		CAPITAL	7128.97	7128.97
56	Road Transport	REVENUE	10236.45	10236.45
		CAPITAL	1006.03	1006.03
57	Housing Loans	REVENUE	0.01	0.01
		CAPITAL	21.52	21.52
58	Roads and Bridges	REVENUE	44765.67	44765.67
		CAPITAL	55200.00	55200.00
59	Water Resources	REVENUE	4246.84	4246.84
		CAPITAL	18354.15	18354.15
60	Water Supply	REVENUE	12131.84	12131.84
		CAPITAL	5668.63	5668.63
61	Special Development Programme	CAPITAL	1200.00	1200.00
62	Civil Administration Works	REVENUE	1019.38	1019.38
		CAPITAL	1943.92	1943.92
63	Science, Technology, Ecology and Environment	REVENUE	448.75	448.75
		CAPITAL	71.40	71.40
64	Housing	REVENUE	18597.45	18597.45
		CAPITAL	2586.23	2586.23
65	State Council of Educational Research and Training	REVENUE	6757.39	6757.39
		CAPITAL	3270.18	3270.18
66	Sericulture	REVENUE	2508.21	2508.21
		CAPITAL	160.00	160.00
67	Home Guards	REVENUE	3733.91	3733.91
		CAPITAL	360.00	360.00
68	Police Engineering Project	REVENUE	2850.09	2850.09
		CAPITAL	1411.76	1411.76
69	Fire and Emergency Services	REVENUE	5186.61	5186.61
		CAPITAL	2301.67	2301.67

( Rs. in Lakhs )

Demand/Appropriation, Service & Purposes		Voted by the Assembly	Charged on the Consolidated Fund	Total
1	2	3	4	5
70	Horticulture	REVENUE	6806.91	6806.91
		CAPITAL	400.00	400.00
71	Parliamentary Affairs	REVENUE	264.00	264.00
72	Land Resources Development	REVENUE	4189.71	4189.71
73	State Institute of Rural Development	REVENUE	694.10	694.10
		CAPITAL	95.00	95.00
74	Mechanical Engineering	REVENUE	5963.97	5963.97
		CAPITAL	300.00	300.00
75	Servicing of Debt	REVENUE		143182.53
		CAPITAL		460322.69
76	Women Welfare	REVENUE	1355.69	1355.69
		CAPITAL	180.00	180.00
77	Development of Underdeveloped Areas	REVENUE	2313.74	2313.74
		CAPITAL	1542.12	1542.12
78	Technical Education	REVENUE	3348.44	3348.44
		CAPITAL	1901.33	1901.33
79	Border Affairs	REVENUE	327.45	327.45
		CAPITAL	1613.41	1613.41
80	State Information Commission	REVENUE		323.83
81	Information Technology and Communication	REVENUE	761.55	761.55
		CAPITAL	236.74	236.74
82	New and Renewable Energy	REVENUE	630.30	630.30
		CAPITAL	300.00	300.00
<b>Grand Total :</b>		<b>2231265.33</b>	<b>608635.50</b>	<b>2469900.83</b>
<b>REVENUE :</b>		<b>1934307.85</b>	<b>148312.81</b>	<b>2082620.66</b>
<b>CAPITAL :</b>		<b>296957.48</b>	<b>460322.69</b>	<b>757280.17</b>

**THE NAGALAND APPROPRIATION (NO.3)  
BILL, 2025**

**(As passed by the Nagaland Legislative Assembly on the 8<sup>th</sup> March, 2025)**

**This Bill was passed by the Nagaland Legislative Assembly on 08. 03.2025  
and certified that this is a Money Bill.**

**Kohima,  
The 08-03-2025**

**Sd/-  
SHARINGAIN LONGKUMER  
SPEAKER  
Nagaland Legislative Assembly**

**I assent to this Bill**

**Kohima,  
the 11-03-2025**

**Sd/-  
LA GANESAN  
GOVERNOR**

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