

## CHAPTER - 1

### INTRODUCTION

With the promulgation of Union Territory in Mizoram, the Mizoram Administration created a new department called Local Administration Department. The department came into existence on the 1<sup>st</sup> January,1973. The Department took over the administration of Village Councils and its allied subjects except villages falling under the three Autonomous District Councils of Lai, Mara and Chakma.

As prescribed by Rule 4 of the Right to Information Act,2005, the Department has now published 'The Tenth Edition of Information Manual ' of the Local Administration Department.

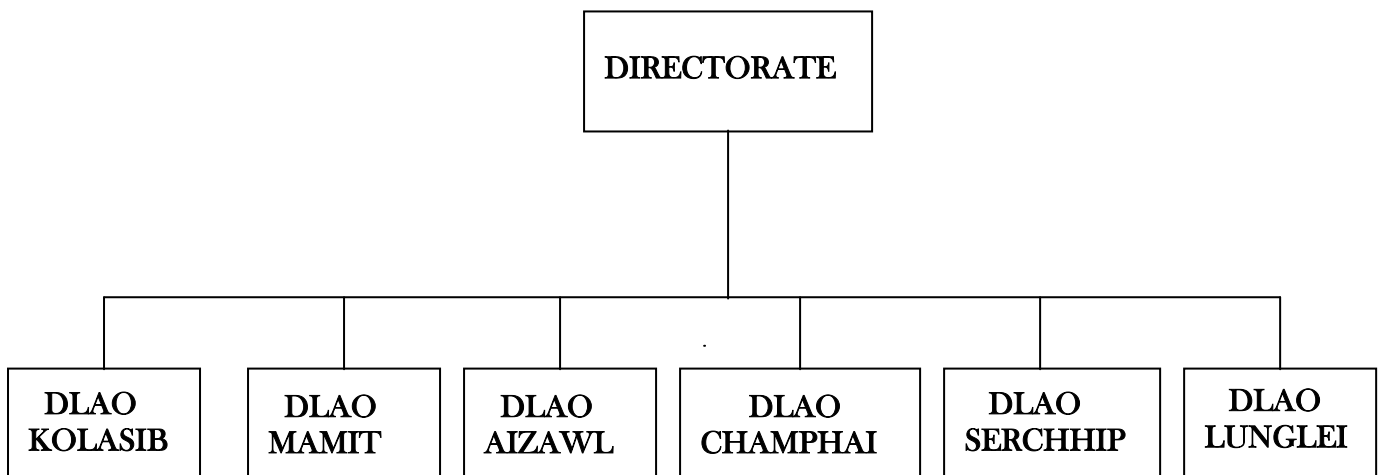
As per the Government of Mizoram(Allocation of Business) Rules, 2014, the Government of Mizoram allocated the following business in the 23<sup>rd</sup> Schedule to the Local Administration Department as under :-

1. Village Council matters and village administration
2. Matters relating to Panchayati Raj Institution
3. Naming of streets, roads and villages
4. Animal control and taxation
5. Park & Recreation, Registration and Regulation of recreation, Park and Places like Picnic Spots etc.
6. Housing Loans & Advances
7. Local Development works funded under State Plan Fund including Housing Assistance outside Aizawl City and its agglomensation
8. Reservation of place of worship of SCs/STs/MCs including burial ground, crematorium

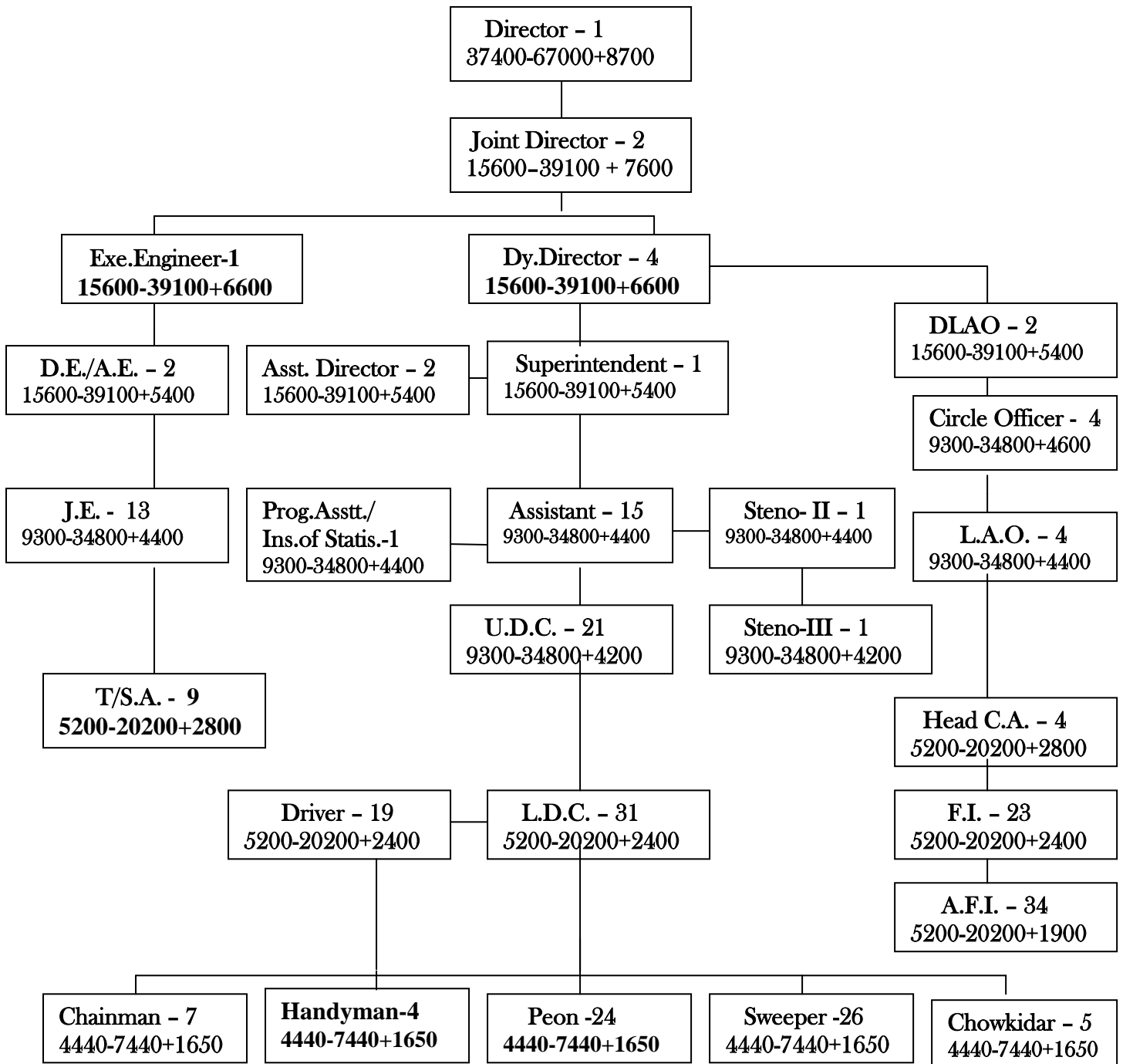
## CHAPTER - 2

### PARTICULARS OF ORGANIZATION, FUNCTIONS AND DUTIES

#### 2.1. ORGANISATION OF LOCAL ADMINISTRATION DEPARTMENT

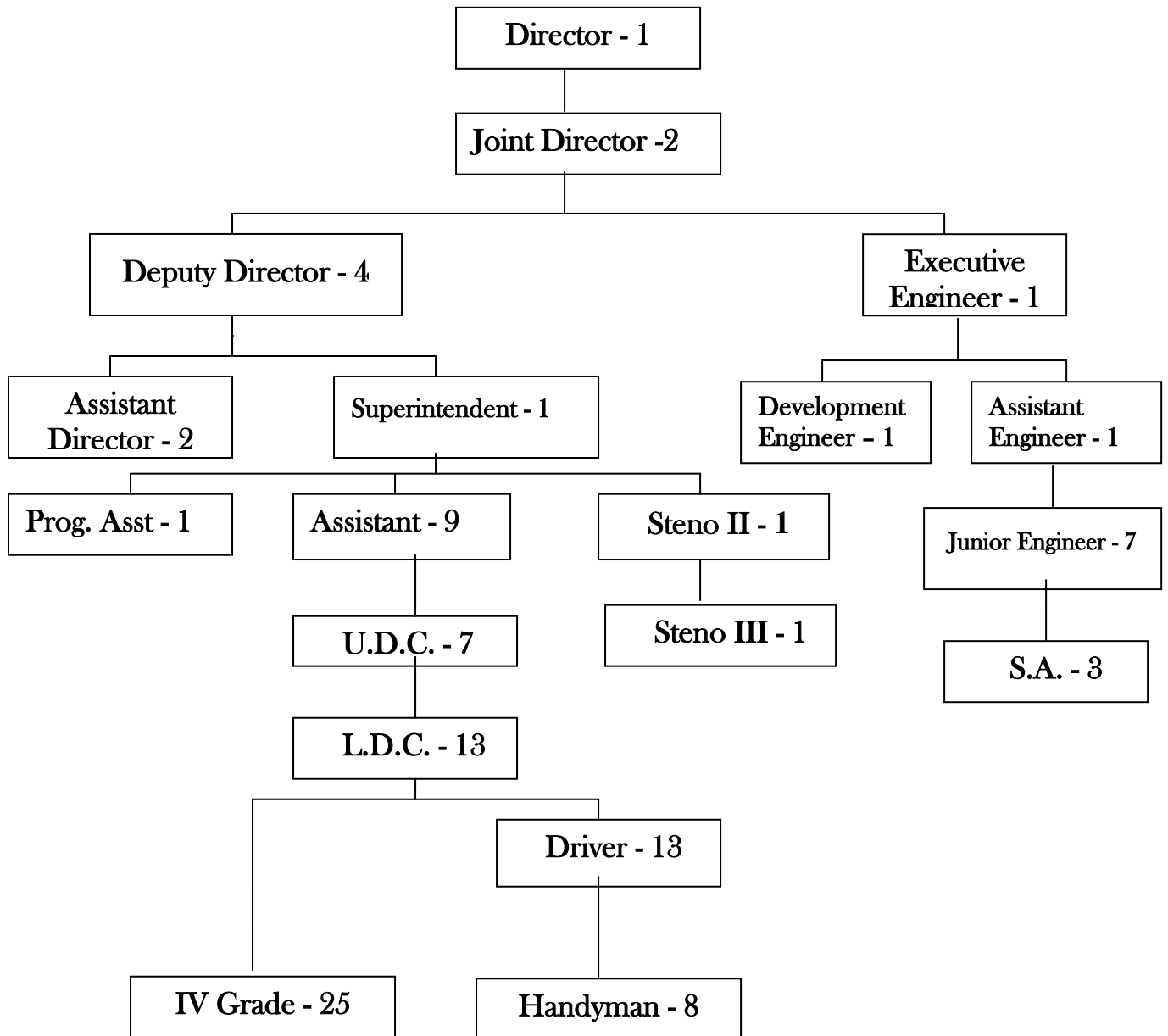


## ORGANISATION CHART UNDER LOCAL ADMINISTRATION DEPARTMENT

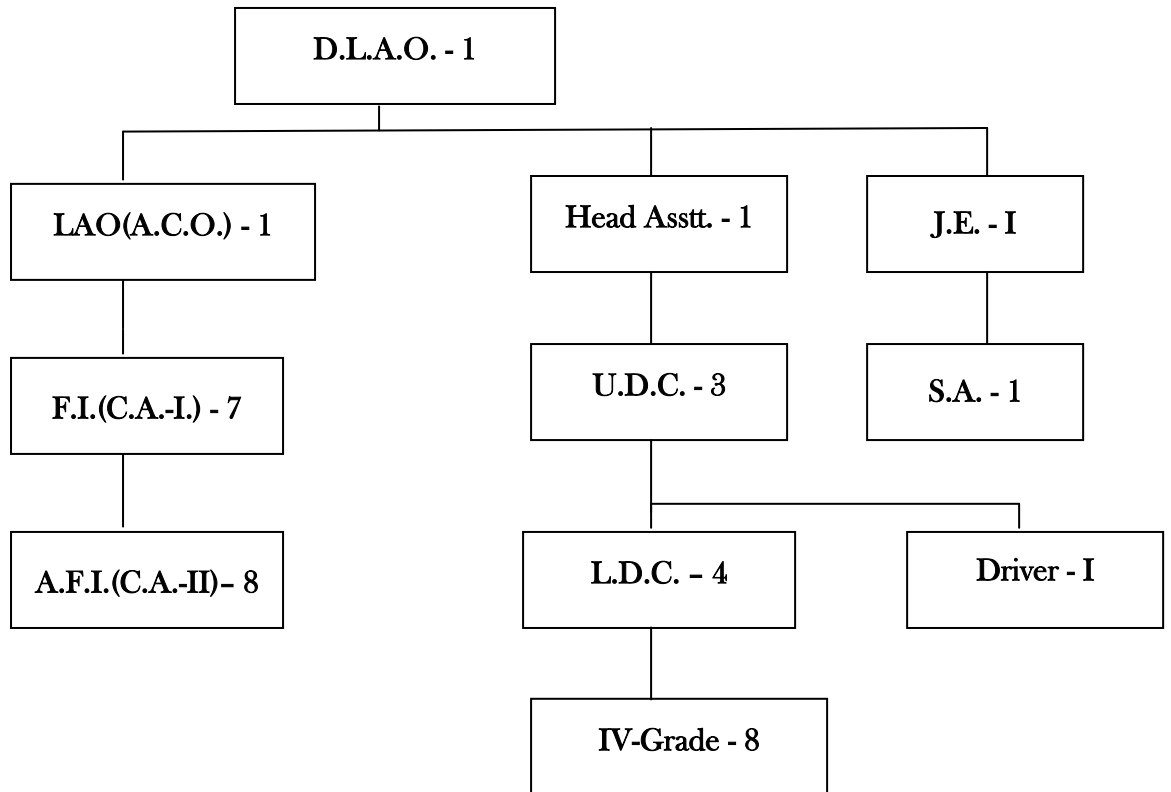


**Note :** Departmental Officers – such as Deputy Director, Assistant Director and Circle Officer when posted in the District Headquarters are designated as District Local Administration Officer.

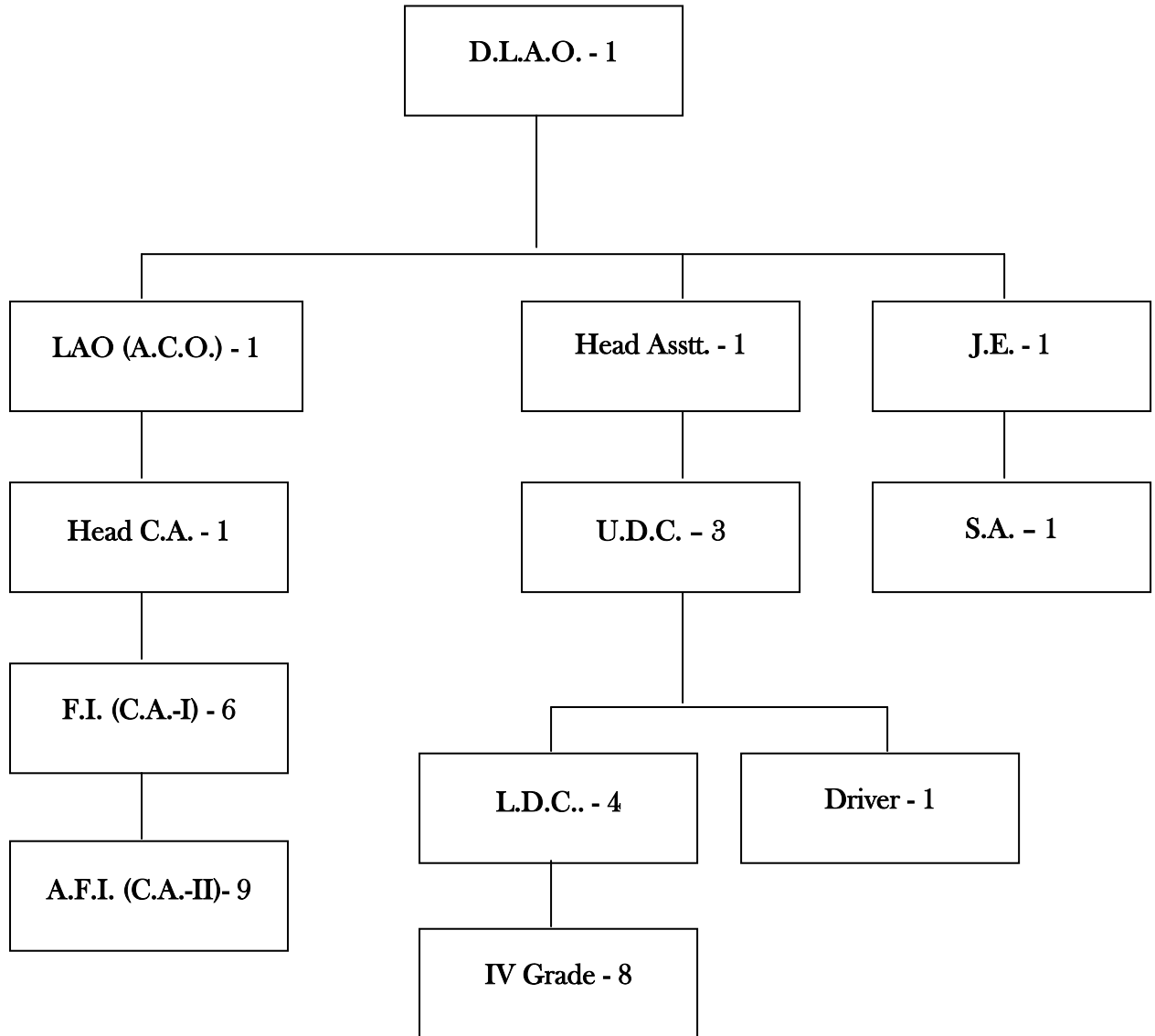
**ORGANISATION CHART UNDER DIRECTORATE OF L.A.D.**

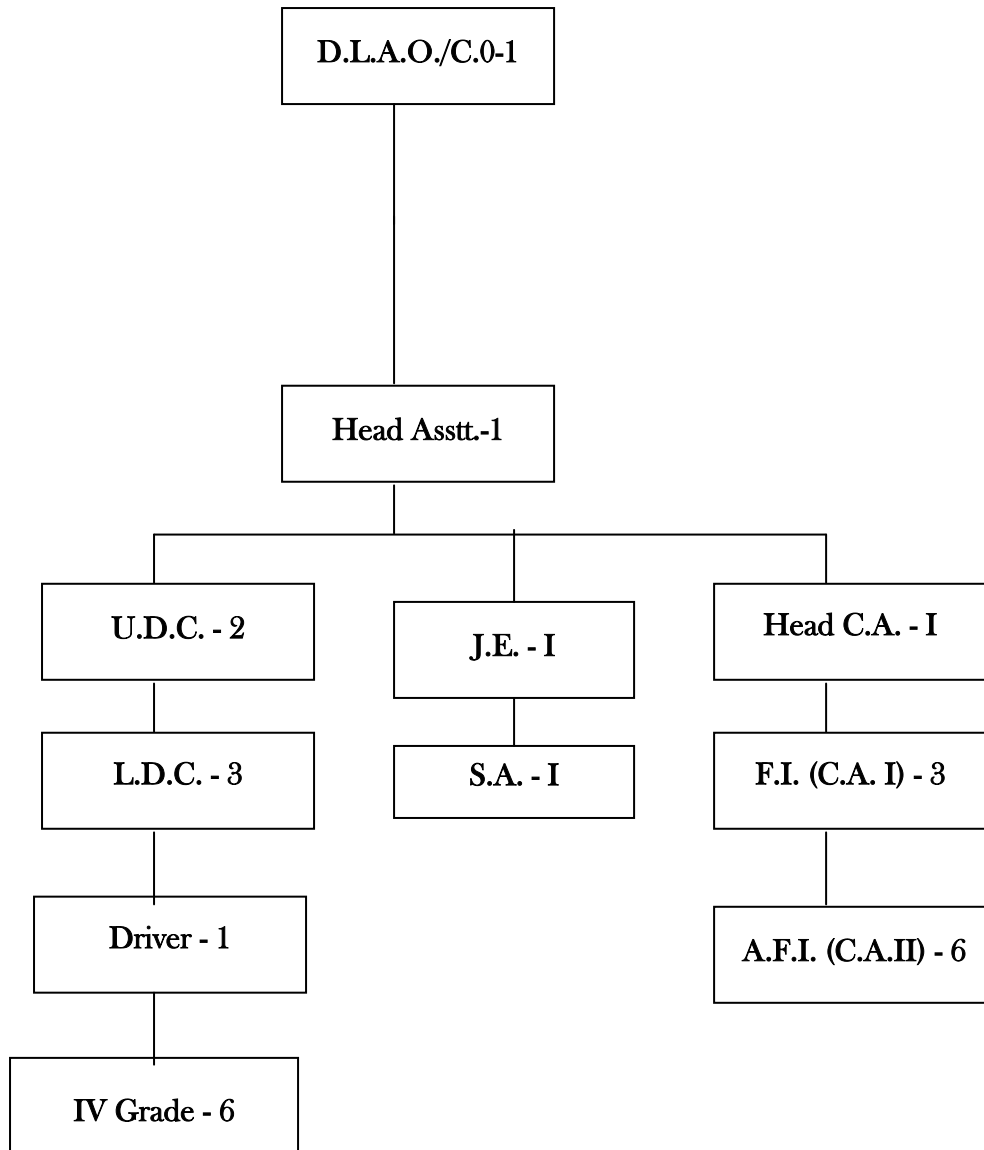


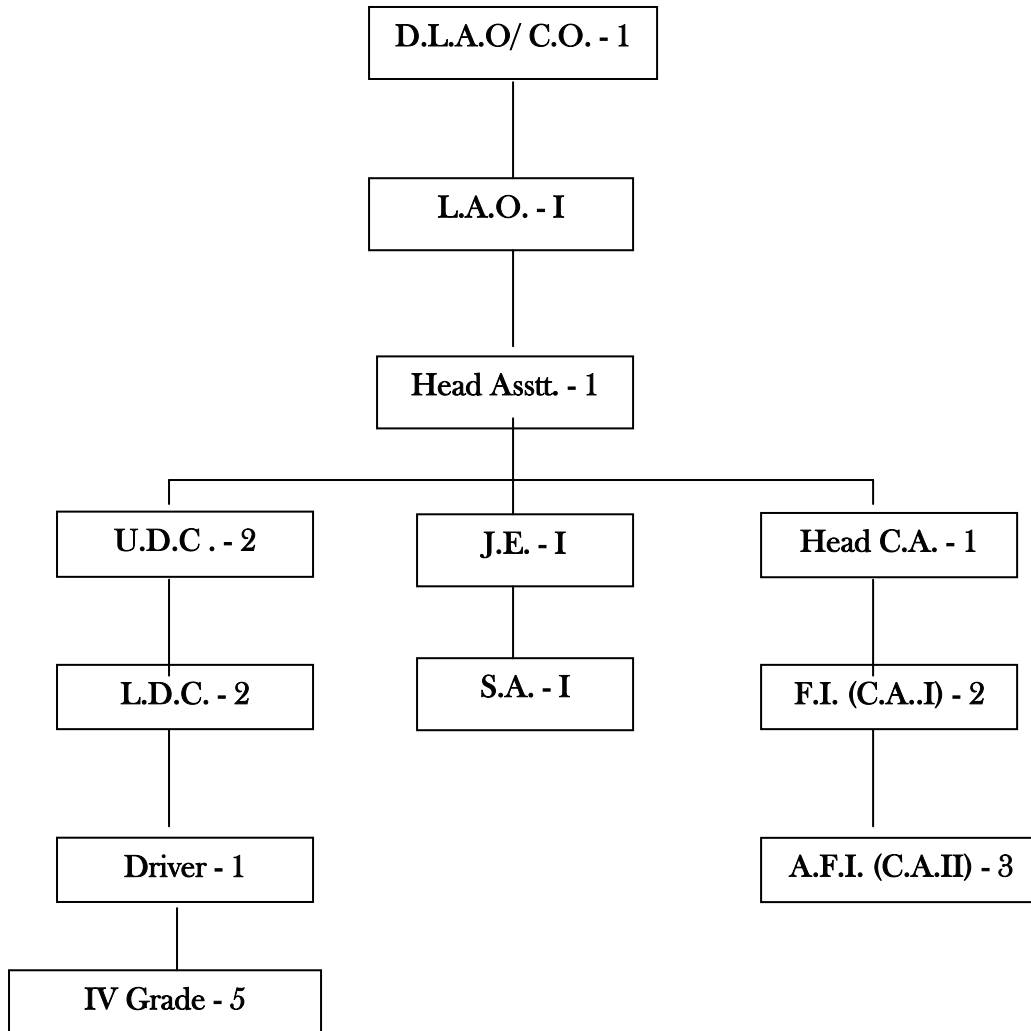
**ORGANISATION UNDER DLAO, AIZAWL**



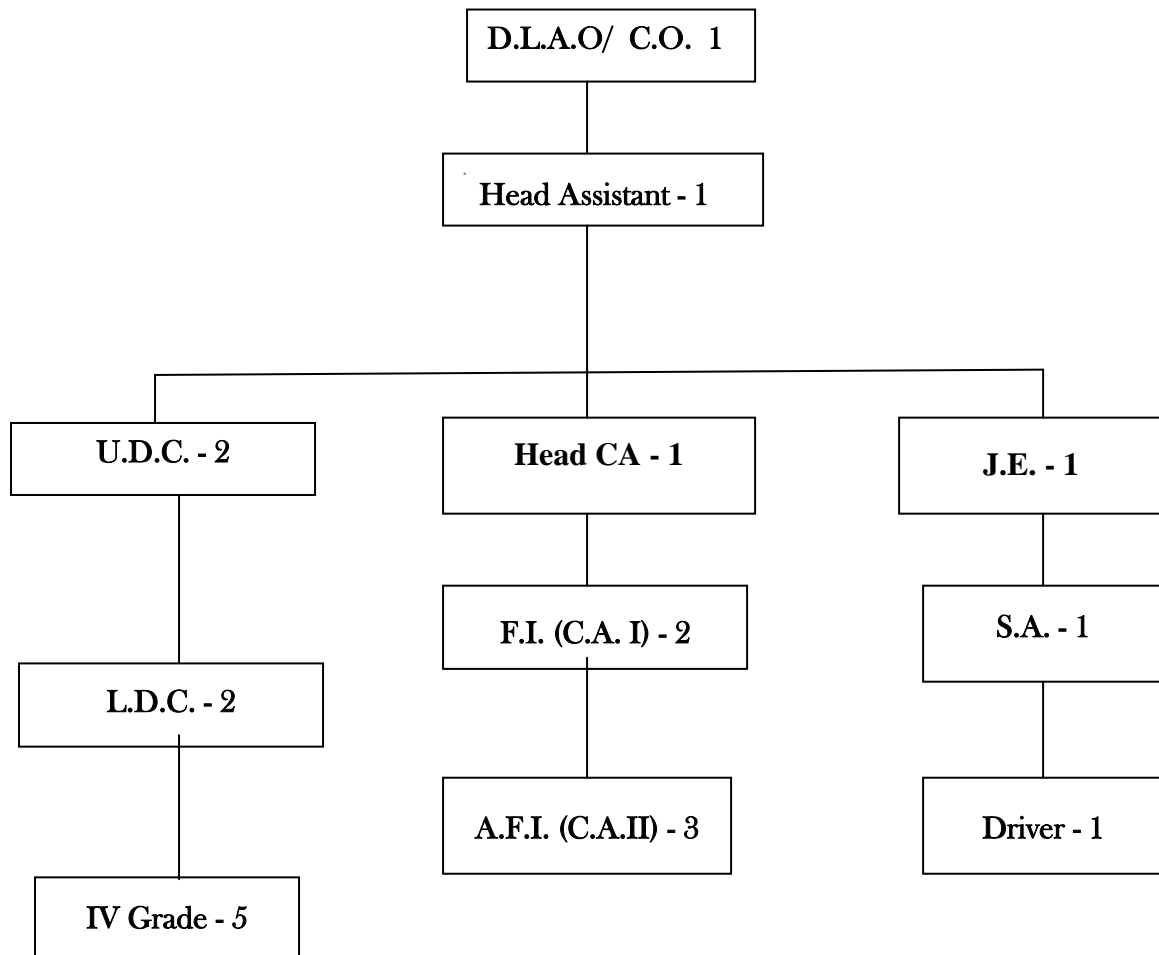
### ORGANISATION UNDER DLAO, LUNGLEI



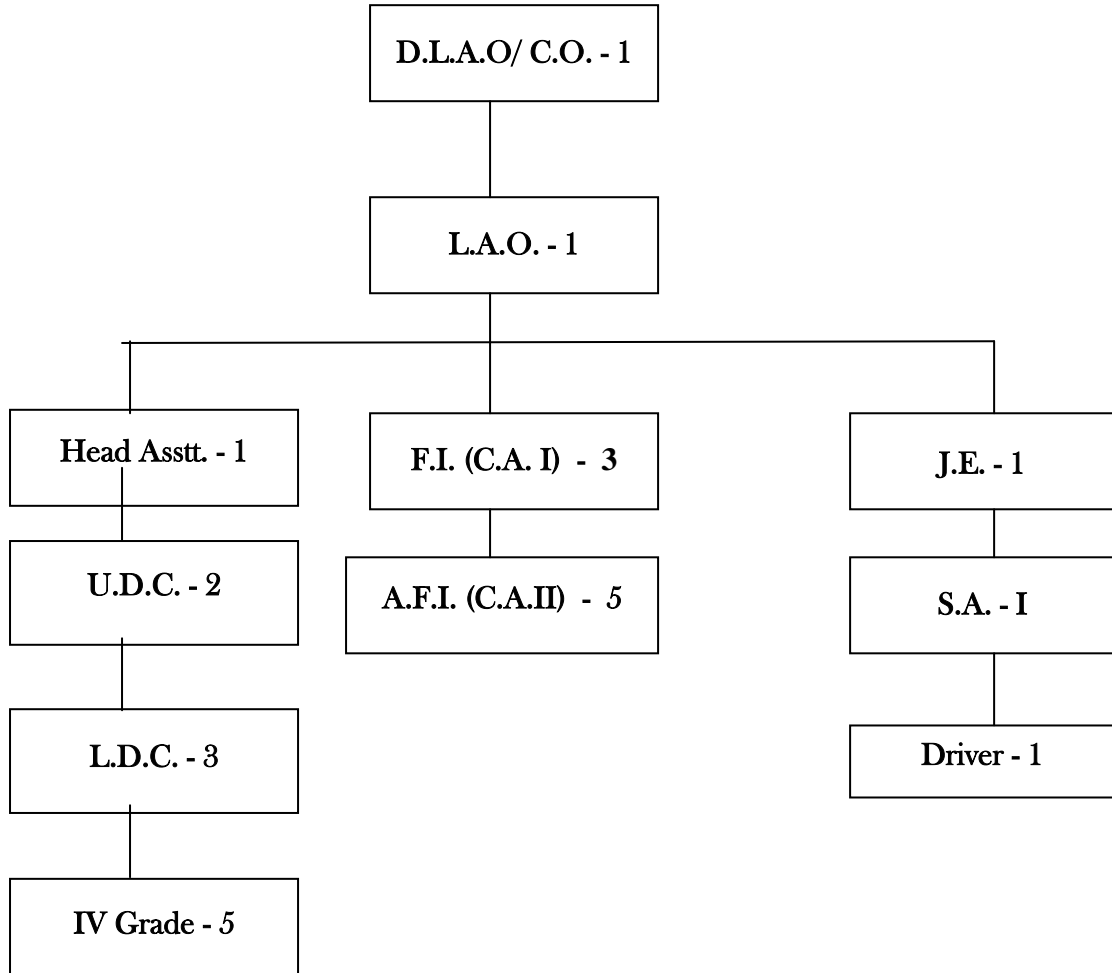
**ORGANISATION UNDER DLAO, CHAMPHAI**

**ORGANISATION UNDER D.L.A.O., KOLASIB**



**ORGANISATION UNDER D.L.A.O., SERCHHIP**

**ORGANISATION UNDER DLAO, MAMIT**



## 2.2. FUNCTIONS AND DUTIES OF THE DEPARTMENT

Local Administration Department looks after certain business as mentioned in the opening Chapter. The functions can be broadly divided into provision of basic amenities in rural areas, Housing and Village Council Affairs as enumerated as follows :-

## 2.3. VILLAGE COUNCILS:

Village Councils are the rural local body institutions at the grass root levels in Mizoram. The Village Councils are now sixty five years of its existence. They were established by the Act of the Lushai Hills District (Village Councils) Act, 1953. The Local Administration Department looks after the affairs of village councils. Its Election were held every three years. The conduct and superintendence of Village Council elections have now been taken up by State Election Commission. Mizoram Election paraphernalia can be just like that of Election to Legislative Assembly.

Sl.No.	Allocation of Seats		Rate of Remuneration	
1.	Upto 200 houses	3 members	President	Rs. 1000/- p.m.
2.	200-500 “	5 members	Vice President	Rs. 800/- p.m.
3.	500-1000 “	7 members	Member	Rs. 600/- p.m.
4.	1000-above “	9 members	Secretary	Rs. 600/- p.m.
5.			Tlangau	Rs. 450/- p.m

While the Village Councils look after their own affairs, the Department renders all possible assistance in the discharge of their functions. Disputes arising out of demarcation of boundaries, Jhuming, etc. were promptly attended to by the Government and seeks amicable settlement between the parties (villages).

At present, there are **534** Village Councils excepting Village Councils under the District Councils of Lai, Mara and Chakma. The present position of Village Councils as on 31.3.2019 are indicated below:

	Name of District	No. of Village Councils
1.	Aizawl District	- 95
2.	Lunglei District	- 143
3.	Champhai District	- 108
4.	Mamit District	- 87
5.	Serchhip District	- 49
6.	Kolasib District	- 52
	<b>Total</b>	<b>= 534</b>

(List of Village Councils in District-Wise and Assembly Constituency-Wise can be seen in the following pages).

**LIST OF VILLAGES IN ASSEMBLY CONSTITUENCY WISE AND NO OF HOUSE HOLD WITHIN AIZAWL, LUNGLEI, KOLASIB, CHAMPHAI, SERCHHIP AND MAMIT DISTRICT.**

**AIZAWL DISTRICT**

**7. TUIVAWL (S/T)**

<b>Sl No.</b>	<b>Name of Village Councils</b>	<b>No. of Houses.</b>	<b>No. of V/C seats</b>
1.1	Chhanchhuahna Khawpui	33	3
2.2	Darlawn Chhim Veng	104	3
3.3	Darlawn Venghlun	314	5
4.4	Darlawn Vengpui	338	5
5.5	Damdai	46	3
6.6	East Phaileng	213	5
7.7	Khawpuar	76	3
8.8	Kepran	150	3
9.9	Lungsum	92	3
10.10	Mauchar	201	5
11.11	New Vervek	132	3
12.12	North Tingmun	127	3
13.13	North Khawdungsei	34	3
14.14	North Serzawl	105	3
15.15	Pehlawn	124	3
16.16	Palsang	69	3
17.17	Ratu	522	7
18.18	Sailutar	95	3
19.19	Sunhluchhip	68	3
20.20	Sawleng	263	5
21.21	Sakawrdai	533	7
22.22	Thingsat	36	3
23.23	Vaitin	238	5
24.24	Zohmun	217	5
25.25	Zokhawthiang	34	3
<b>Total</b>		<b>4164</b>	<b>97</b>

### 8. CHALFILH (S/T)

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.26	Buhban	105	3
2.27	Daido	79	3
3.28	Dilkhan	37	3
4.29	Hmunnghak	58	3
5.30	Khawruhlian	423	5
6.31	Khawlian	292	5
7.32	Khanpui	260	5
8.33	Lamherh	106	3
9.34	Luangpawm	72	3
10.35	Lailak	96	3
11.36	North Khawlek	126	3
12.37	NE Tlangnuam	81	3
13.38	N Lungpher	150	3
14.39	Phullen	308	5
15.40	Phuaibuang	350	5
16.41	Suangpuilawn	334	5
17.42	Sihfa	192	3
18.43	Sesawng	671	7
19.44	Tualbung	201	5
20.45	Thanglailung	135	3
21.46	Vanbawng	192	3
22.47	Zawngin	91	3
	<b>Total</b>	<b>4359</b>	<b>84</b>

### 9. TAWI (S/T)

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.48	Keifang	717	7
2.49	Lenchim	65	3
3.50	Maite	206	5
4.51	Mualpheng	135	3
5.52	Rulchawm	204	5
6.53	Ruallung	160	3
7.54	Saitual I	379	5
8.55	Saitual II	370	5
9.56	Saitual III	332	5
10.57	Seling	448	5
11.58	Tawizo	76	3
12.59	Thingsul Tlangnuam	241	5
13.60	Thingsulthliah	691	7
	<b>Total</b>	<b>4024</b>	<b>61</b>

### 20. AIZAWL SOUTH - III (S/T)

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.61	Muallungthu	214	5
2.62	South Maubuang	81	3
3.63	Falkawn	260	5
4.64	Sialsuk	380	5
5.65	Samlukhai	210	5
6.66	North Lungleng	146	3
7.67	Samtlang	147	3
8.68	Lamchhip	125	3
9.69	Chawilung	85	3
10.70	Sateek	206	5
11.71	Kelsih	141	3
12.72	Tachhip	215	5
13.73	Melriat	249	5
14.74	Hualngo/Hualngohmun	152	3
15.75	Sailam	113	3
16.76	Lungleng I	158	3
17.77	Hmuifang	47	3
18.78	Thiak	130	3
19.79	Lungsei	44	3
20.80	Aibawk	271	5
21.81	Chamring	44	3
22.82	Sumsuih	187	3
23.83	Phulpui	219	5
	<b>Total</b>	<b>3824</b>	<b>87</b>

### 13. AIZAWL EAST - I (S/T)

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.84	Tuirial	193	3
2.85	Sihphir Venghlun	570	7
3.86	Tuirial Airfield	147	3
4.87	Mutthi	143	3
5.88	Sihphir	714	7
	<b>Total</b>	<b>1767</b>	<b>23</b>

**15. AIZAWL WEST - I (S/T)**

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.89	Sairang Dinthar	231	5
2.90	Sairang	572	7
3.91	Sairang Sihmui	113	3
<b>Total</b>		<b>916</b>	<b>15</b>

**3. MAMIT (S/T)**

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.92	Lengpui	739	7
<b>Total</b>		<b>739</b>	<b>7</b>

**27. TUIKUM (S/T)**

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.93	Tlungvel	507	7
2.94	Darlawng	132	3
3.95	Phulmawi	53	3
<b>Total</b>		<b>692</b>	<b>13</b>

<b>Total No. of V/C in Aizawl District = 95</b>	<b>Total No. of House = 20485</b>	<b>Total No. of V/C seats = 387</b>
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## LUNGLEI DISTRICT

### 32. LUNGLEI WEST (S/T)

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.1	Hauruang	230	5
2.2	Rahsiveng	836	7
3.3	Sazaikawn	100	3
4.4	Venghlun	353	5
5.5	Venglai	688	7
6.6	Bazar Veng	845	7
7.7	College Veng	245	5
8.8	Vanhne	201	5
9.9	Thuampui	100	3
10.10	Bungtlang 'W'	43	3
11.11	Lungdai 'S'	43	3
12.12	Serte	80	3
13.13	Sertlangpui	103	3
14.14	Kawlhawk	33	3
15.15	Buarpui	221	5
<b>Total</b>		<b>4121</b>	<b>67</b>

### 34. THORANG (S/T)

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.16	Marpara 'S'	413	5
2.17	Sachan	80	3
3.18	Laisawral	133	3
4.19	Sesawm	63	3
5.20	Bunghmun 'W'	200	3
6.21	Belkhai	128	3
7.22	Lungchem	71	3
8.23	Thenhlum	219	5
9.24	Kawnpui 'W'	42	3
10.25	Darngawn 'W'	77	3
11.26	Changpui	77	3



12.27	Khawlek 'S'	49	3
13.28	Dengsur	61	3
14.29	Mauzam	56	3
15.30	Thehle	18	3
16.31	Rangte	130	3
17.32	Lungsen I	349	5
18.33	Lungsen II	293	5
19.34	Phairuankai	219	5
20.35	Putlungasih	261	5
21.36	Kauchhuah	87	3
22.37	Zawlpui	290	5
23.38	Bolia	132	3
24.39	Tuisenchhuah	121	3
25.40	Belthei	103	3
26.41	Rotlang West	103	3
27.42	New Sachan	126	3
	<b>Total</b>	<b>3901</b>	<b>95</b>

### 33.LUNGLEI SOUTH (S/T)

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.43	Salem	320	5
2.44	Lunglawn	596	7
3.45	Luangmual	400	5
4.46	Sethlun	216	5
5.47	Theiriat	356	5
6.48	Hrangchalkawn	114	3
7.49	Thaizawl	63	3
8.50	Sairep	36	3
9.51	Bualte	80	3
10.52	Thualthu	122	3
11.53	Mualthuam 'S'	85	3
12.54	Mualcheng 'S'	130	3
13.55	Tawipui N-I	151	3
14.56	Tawipui N-II	182	3
15.57	Tawipui 'S'	269	5
16.58	Thingfal	325	5
17.59	Mamte	82	3
18.60	Thlengang	37	3
19.61	Thangpui	29	3
20.62	Chithar	53	3

21.63	Thangte	31	3
22.64	Lalnutei	50	3
23.65	Vaisam	59	3
24.66	Runtung	28	3
25.67	Buknuam	41	3
26.68	Khawmawi	204	5
27.69	Zehtet	84	3
28.70	Mautlang	41	3
29.71	Lungrang 'S'	277	5
30.72	Upper Lungrang 'S'	48	3
31.73	Rualalung	66	3
32.74	Chawngte 'L'	171	3
33.75	Sailen	20	3
<b>Total</b>		<b>4766</b>	<b>119</b>

### 30. LUNGLEI NORTH (S/T)

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.76	Zohnuai	266	5
2.77	Serkawn	578	7
3.78	Zotlang	440	5
4.79	Pukpui	346	5
5.80	Mausen	52	3
6.81	Haulawng	528	7
7.82	Hmuntlang	21	3
8.83	Mualthuam 'N'	278	5
9.84	Sekhum	65	3
10.85	Ramlaitui	97	3
11.86	Kanghmun 'S'	88	3
12.87	Zote 'S'	126	3
13.88	Chhipphir	274	5
14.89	Bualpui 'V'	90	3
15.90	Lungmawi	38	3
16.91	Zotuitlang	104	3
17.92	Phaileng 'S'	49	3
18.93	Chengpui	31	3
19.94	Pangzawl	555	7
20.95	Thiltlang	229	5
21.96	Rawpui	190	3
<b>Total</b>		<b>4445</b>	<b>87</b>

**35. WEST TUIPUI (S/T)**

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.97	Puankhai	113	3
2.98	Hmundo	215	5
3.99	Diblibagh	244	5
4.100	Tuichawng	335	5
5.101	Tablabagh	223	5
6.102	Nunsury - I	326	5
7.103	Nunsury - II	121	3
8.104	Khojoysury	106	3
9.105	Chengkawllui	214	5
10.106	Belpei	222	5
11.107	Silkur	105	3
12.108	Tiperaghat	374	5
13.109	Chawilung 'S'	49	3
14.110	Kalapani	206	5
15.111	Tlabung	846	7
16.112	Zodin	565	7
17.113	Malsury	353	5
18.114	Sumasumi	37	3
<b>Total</b>		<b>4654</b>	<b>82</b>

**29. SOUTH TUIPUI (S/T)**

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.115	S. Chawngtui	102	3
2.116	Tarpho	68	3
3.117	Khawhri	64	3
4.118	Hnahthial 'N'-I	436	5
5.119	Hnahthial 'N' -II	358	5
6.120	Hnahthial 'S' -I	417	5
7.121	Hnahthial 'S' -II	236	5
8.122	Cherhlun	402	5
9.123	New Ngharchhip	63	3
10.124	Ngharchhip	45	3
11.125	Thingsai	438	5
12.126	Bualpui 'H'	145	3
13.127	Aithur	35	3
14.128	Tuipui 'D'	207	5
15.129	Muallianpui	209	5
16.130	S. Vanlaiphai	313	5
17.131	Darzo	221	5
18.132	S Lungleng	27	3
19.133	Lungpuitlang	32	3
<b>Total</b>		<b>3818</b>	<b>77</b>

**31. LUNGLEI EAST (S/T)**

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.134	Electric Veng	923	7
2.135	Chanmari	1021	9
3.136	Farm Veng	382	5
4.137	Ramthar Veng	754	7
5.138	Lungpuizawl	116	3
6.139	Zobawk 'N'	275	5
7.140	Zobawk 'S'	390	5
8.141	Hlumte	30	3
9.142	Dawn	71	3
10.143	Ralvawng	79	3
11.144	Leite	142	3
12.145	Rotlang 'E'	114	3
<b>Total</b>		<b>4297</b>	<b>56</b>

<b>Total No. of Village Council in Lunglei District = 143</b>	<b>Total No.of houses = 30002</b>	<b>No. of V/C seats = 583</b>
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## KOLASIB DISTRICT

### 4. TUIRIAL (S/T)

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.1	Bualpui North	241	5
2.2	Bukpui	205	5
3.3	Hortoki	545	7
4.4	Kawnpui I	580	7
5.5	Kawnpui II	547	7
6.6	Kawnpui III	331	5
7.7	Khamrang	119	3
8.8	Lungdai	516	7
9.9	Lungmuat	149	3
10.10	Mualkhang	96	3
11.11	North Chaltlang	235	5
12.12	Nisapui	202	5
13.13	Serkhan	168	3
14.14	Thingdawl	670	7
15.15	Zanlawn	212	5
<b>Total</b>		<b>4816</b>	<b>77</b>

### 6. SERLUI (S/T)

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.16	Bilkhawthlir North	489	5
2.17	Bilkhawthlir South	574	7
3.18	Buhchangphai	212	5
4.19	New Builum	94	3
5.20	Bukvannei	94	3
6.21	N. Chawnpui	78	3
7.22	N. Chhimluang	99	3
8.23	N. Hlimen	262	5
9.24	N. Thinglian	53	3
10.25	Phainuam	230	5
11.26	Phaisen	119	3
12.27	Kolasib Rengtekawn	202	5
13.28	Saihapui 'K'	126	3
14.29	Saihapui 'V'	54	3

15.30	Saiphai	323	5
16.31	Saipum	379	5
17.32	Thingthelh	117	3
18.33	Vairengte I	653	7
19.34	Vairengte II	632	7
20.35	Vairengte III (IOC Veng)	218	5
21.36	Vairengte IV (State Veng)	154	3
<b>Total</b>		<b>5162</b>	<b>91</b>

### 5. KOLASIB (S/T)

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.37	Bairabi North	691	7
2.38	Bairabi South	332	5
3.39	College Veng	230	5
4.40	Kolasib Diakkawn	645	7
5.41	Kolasib Hmarveng	538	7
6.42	Kolasib New Diakkawn	449	5
7.43	Kolasib Project Veng	301	5
8.44	Kolasib Tumpui	318	5
9.45	Kolasib Venglai	894	7
10.46	Kolasib Vengthar	536	7
11.47	Kolasib Electric Veng	258	5
12.48	Kolasib Gosen Veng	59	3
13.49	Kolasib Khuangpuilam	239	5
14.50	Meidum	205	5
15.51	Pangbalkawn	202	5
16.52	Saidan/Tuithaveng	324	5
<b>Total</b>		<b>6221</b>	<b>88</b>

<b>Total No. of Village Council in Kolasib District = 52</b>	<b>Total No. of houses = 16199</b>	<b>Total No. of V/C seats = 256</b>
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## CHAMPHAI DISTRICT

### 21. LENGTENG (S/T)

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.1	Changzawl	93	3
2.2	Chhawrtui	220	5
3.3	Chiahpui	128	3
4.4	Dulte	206	5
5.5	Hliappui	284	5
6.6	Hriangmun	94	3
7.7	Kawlbem	217	5
8.8	Kawkulh	507	7
9.9	Kawkulh North	244	5
10.10	Khawkawn	139	3
11.11	Lamzawl	60	3
12.12	Mimbung	333	5
13.13	NE Khawdungsei	360	5
14.14	Ngopa	764	7
15.15	Pawlrang	231	5
16.16	Puilo	72	3
17.17	Saichal	154	3
18.18	Teikhang	231	5
19.19	Vankal	57	3
20.20	Vanchengpui	108	3
<b>Total</b>		<b>4502</b>	<b>86</b>

### 23. CHAMPHAI NORTH (S/T)

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.21	Aiduzawl	63	3
2.22	Hmunhmeltha	237	5
3.23	Hnahlan	527	7
4.24	Kahrawt	406	5
5.25	Khawbung North	211	5
6.26	Khuangphah	128	3
7.27	Lunghunlian	60	3
8.28	Murlen	71	3
9.29	N. Diltlang	47	3
10.30	Neihdawn	98	3
11.31	Ngaizawl	123	3

12.32	Ngur	257	5
13.33	Pamchung	68	3
14.34	Rabung	254	5
15.35	Selam	208	5
16.36	Tualcheng	130	3
17.37	Tualpui	97	3
18.38	Vaikhawtlang	212	5
19.39	Vapar	119	3
20.40	Vengsang	550	7
21.41	Vengthlang	612	7
22.42	Zote	275	5
23.43	Champhai Vengthlang North	210	5
<b>Total</b>		<b>4963</b>	<b>99</b>

## 24. CHAMPHAI SOUTH (S/T)

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.44	Bethel	513	7
2.45	Chhungte	42	3
3.46	Dilkawn	202	5
4.47	Electric Veng	265	5
5.48	Kanan	543	7
6.49	Kelkang	205	5
7.50	Melbuk	116	3
8.51	Mualkawi	116	3
9.52	New Champhai	211	5
10.53	Ruantlang	336	5
11.54	Tlangsam	348	5
12.55	Tuipui	97	3
13.56	Venglai	535	7
14.57	Vengthar	278	5
15.58	Zokhawthar	503	7
16.59	Zotlang 'E'	505	7
17.60	Dinthar	177	3
18.61	Champhai Zion Veng	208	5
<b>Total</b>		<b>5240</b>	<b>90</b>



**25. EAST TUIPUI (S/T)**

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.62	Buang	83	3
2.63	Bungzung	222	5
3.64	Bulfekzawl	69	3
4.65	Chawngtui 'E'	61	3
5.66	Dungtlang	208	5
6.67	Farkawn	557	7
7.68	Hruaikawn	83	3
8.69	New Hruaikawn	42	3
9.70	Khawbung South	505	7
10.71	Khankawn	151	3
11.72	Khuangleng	367	5
12.73	Khuangthing	304	5
13.74	Lianpui	126	3
14.75	Leizenzo	207	5
15.76	Leithum	93	3
16.77	Samthang	221	5
17.78	Sazep	130	3
18.79	Sesih	279	5
19.80	Thekpui	75	3
20.81	Thekte	111	3
21.82	Vangchhia	120	3
22.83	Vaphai	504	7
23.84	Vanzau	151	3
24.85	Zawngtetui	44	3
25.86	Zawlsei	106	3
<b>Total</b>		<b>4819</b>	<b>101</b>

## 21. TUICHANG (S/T)

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.87	Arro	33	3
2.88	Chalrang	118	3
3.89	Chawngtlai	292	5
4.90	Hmuncheng	71	3
5.91	Khawhai	514	7
6.92	Khawzawl I (Electric)	243	5
7.93	Khawzawl II (Vengthar)	541	7
8.94	Khawzawl III (Dinthar)	238	5
9.95	Khawzawl IV (Zuchhip/Zaingen)	524	7
10.96	Khawzawl V (Arro/Darngawn)	282	5
11.97	Khualen	41	3
12.98	Lungtan	93	3
13.99.	Lungvar	131	3
14.100	New Chalrang III	104	3
15.101	Riangtlei	81	3
16.102	Sialhawk	438	5
17.103	Tlangmawi/Tlangpuite	49	3
18.104	Tlangpui	123	3
19.105	Tualte	214	5
20.106	Vangtlang	94	3
22.107	Khawzawl Hermon	245	5
23.108	Khawzawl Kawnzar	153	3
<b>Total</b>		<b>4622</b>	<b>92</b>

Total No. of Village Council in Champhai District = 108	Total No. of houses = 24146	Total No. of V/C seats = 468
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## SERCHHIP DISTRICT

### 26. SERCHHIP (S/T)

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.1	Buangpui	80	3
2.2	Neihloh	54	3
3.3	New Serchhip 'N'	404	5
4.4	New Serchhip 'S'	411	5
5.5	Serchhip I	291	5
6.6	Serchhip II	417	5
7.7	Serchhip III	208	5
8.8	Serchhip IV	231	5
9.9	Serchhip - V	218	5
10.10	Serchhip - VI	218	5
11.11	Serchhip - VII	413	5
12.12	Serchhip - VIII	380	5
13.13	Thenzawl Vengthar	73	3
14.14	Thenzawl Kanan	207	5
15.15	Thenzawl West	510	7
16.16	Thenzawl East	775	7
<b>Total</b>		<b>4890</b>	<b>78</b>

### 27. TUIKUM (S/T)

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.17	Baktawng Tlangnuam	265	5
2.18	Baktawng Vengpui	254	5
3.19	Chhiahtlang	729	7
4.20	Chhingchhip	339	5
5.21	Chhingchhip Mualpui	281	5
6.22	Hmuntha	110	3
7.23	Hmunzawl	79	3
8.24	Hualtu	205	5
9.25	Khawbel	102	3
10.26	Khumtung	213	5
11.27	Lungpho	189	3
12.28	Ngentiang	120	3
13.29	Sialhau	88	3
14.30	Thentlang	105	3
15.31	Thinglian	56	3
16.32	Rullam	83	3
17.33	Hmawngkawn	31	3
<b>Total</b>		<b>3249</b>	<b>67</b>

**28. HRANGTURZO (S/T)**

<b>Sl No.</b>	<b>Name of Village Councils</b>	<b>No. of Houses.</b>	<b>No. of V/C seats</b>
1.34	Bungtlang	375	5
2.35	Hriangtlang	89	3
3.36	Keitum	362	5
4.37	Bawktlang	53	3
5.38	Chekawn	50	3
6.39	East Lungdar	680	7
7.40	Khawlailung	519	7
8.41	Leng	164	3
9.42	Lungchhuan	118	3
10.43	Lungkawlh	128	3
11.44	Mualcheng	231	5
12.45	North Vanlaiphai	653	7
13.46	Piler	70	3
14.47	Sailulak	150	3
15.48	Sialsir	54	3
16.49	Biate	513	7
<b>Total</b>		<b>4209</b>	<b>70</b>

<b>Total No. of Village Council in Serchhip District = 49</b>	<b>Total No. of House = 12348</b>	<b>Total No. of V/C seats = 215</b>
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## MAMIT DISTRICT

### 3. MAMIT (S/T)

Sl No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.1	Andermanik	283	5
2.2	Mamit Bazar Veng	218	5
3.3	Damparengpui	547	7
4.4	Dampui	200	3
5.5	Dapchhuah	207	5
6.6	Mamit Hmar Veng	307	5
7.7	Hmunpui	276	5
8.8	Khantlang	141	3
9.9	Khawhnai	104	3
10.10	Lengte	132	3
11.11	Bawngva	181	3
12.12	Mamit Chhim Veng	435	5
13.13	North Sabual	81	3
14.14	New Mamit	248	5
15.15	Nghalchawm	109	3
16.16	Rajiv Nagar-I	507	7
17.17	Rajiv Nagar-II	308	5
18.18	Rawpuichhip	308	5
19.19	Tuipuibari I	577	7
20.20	Tuirum	88	3
21.21	Mamit Venghlun	248	5
22.22	West Serzawl	108	3
23.23	Phaizau	73	3
24.24	Suarhliap	136	3
25.25	Luangpawl	215	5
26.26	Nalzawl	162	3
27.27	Damdiai	160	3
28.28	Belkhai	146	3
29.29	Teirei Forest Veng	114	3
<b>Total</b>		<b>6619</b>	<b>121</b>

## 2. DAMPA (S/T)

Sl.No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.30	West Phaileng	432	5
2.31	New West Phaileng	408	5
3.32	Chhippui	179	3
4.33	Lallen	154	3
5.34	Saithah	82	3
6.35	Phuldungsei	386	5
7.36	Phulpui West	139	3
8.37	Parvatui Zopui	56	3
9.38	Pukzing Vengthar	86	3
10.39	Pukzing	109	3
11.40	Hruiduk	217	5
12.41	Marpara North	335	5
13.42	Marpara Mizo Veng	86	3
14.43	Silsury East	397	5
15.44	Silsury West	407	5
16.45	Hnahva	267	5
17.46	West Lungdar	209	5
18.47	Khawrihnim	222	5
19.48	Lungphun	96	3
20.49	Kanghmun	256	5
21.50	Bawngthah	76	3
22.51	Bawlte	63	3
23.52	Darlung	215	5
24.53	South Sabual	119	3
25.54	Chungtlang	88	3
26.55	Rulpuihlim	92	3
27.56	Tuahzawl	103	3
28.57	Reiek	401	5
30.58	Ailawng	147	3
31.59	Hreichuk	61	3
32.60	Vawngawnzo	66	3
<b>Total</b>		<b>5954</b>	<b>110</b>

## 1. HACHHEK (S/T)

Sl. No.	Name of Village Councils	No. of Houses.	No. of V/C seats
1.61	Bungthuam	205	5
2.62	Chuhvel	117	3
3.63	Darlak	219	5
4.64	Hriphaw	203	5
5.65	Kanhmun	399	5
6.66	Kawrtethawveng	401	5
7.67	Luimawi	102	3
8.68	Rengdil	365	5
9.69	Saikhawthlir	134	3
10.70	Serhmun West	211	5
11.71	Thaidawr	192	3
12.72	Thinghlun	230	5
13.73	Tuidam	367	5
14.74	Bunghmun West	214	5
15.75	Zamuang	207	5
16.76	Zawnuam Borai	235	5
17.77	Zawnuam Thuampui	204	5
18.78	Zawnuam Vengpui	422	5
19.79	Zawlpui	60	3
20.80	New Eden	120	3
21.81	Kolalian	183	3
22.82	Kawrthah North	253	5
23.83	Kawrthah south	401	5
24.84	Zomuantlang	165	3
25.85	Mualthuam	237	5
26.86	Tumpanglui	121	3
27.87	Sihthiang	263	5
<b>Total</b>		<b>6230</b>	<b>117</b>

<b>Total No. of Village Council in Mamit District = 87</b>	<b>Total No. of Houses = 18803</b>	<b>Total No. of V/C seats = 357</b>
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<b>Grand Total No. of Village Councils = 534</b>	<b>Grand Total No. of Houses = 121983</b>	<b>Grand Total No. of V/C seats = 2266</b>
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## GENERAL INFORMATION ON V/CS

### NO. OF VILLAGE COUNCILS WITHIN THE TOWNS

1	Lunglei	23
2	Champhai	16
3	Kolasib	12
4	Serchhip	7
5	Mamit	5
<b>TOTAL</b>		<b>63</b>

### NUMBER OF ELECTED WOMEN MEMBERS

1.	Aizawl District	105
2.	Lunglei District	156
3.	Serchhip District	56
4.	Champhai District	123
5.	Mamit District	90
6.	Kolasib District	56
<b>TOTAL</b>		<b>596</b>



## 2.4 LOANS

With a view to improving and upgrading housing and shelter in Mizoram, the Government of Mizoram, through the Local Administration Department launched this programme since 1988 back. It is now one of the important programmes of the Department. The Government of Mizoram has taken loans from HUDCO and LIC for loans to the public as well as the government servants. The present quantum of these loans are :

### LIC Housing Loans for the Public

Middle Income Group (MIG)	@	Rs.1,25,000/-
Low Income Group (LIG)	@	Rs. 85,000/-

### LIC (HBA) for Government Employees

Middle Income Group-I	@	Rs.2,00,000/-
Middle Income Group-II	@	Rs.1,75,000/-
Low Income Group	@	Rs.1,50,000/-

The Department has discontinued to grant loans from 2014-15 as fund could not be provided for this purpose.

## 2.5 FINANCE COMMISSION GRANT :

With the grant received from Finance Commission, Govt. of India, a number of schemes have been implemented. During the 13<sup>th</sup> Finance Commission period i.e. 2010-2015, the following schemes were being taken up under grants for local bodies (PRIs) :-

In order to avail the Finance Commission Grant, the Local Administration Department had drawn up Action Plan under which admissible scheme were incorporated. As soon as the Local Administration Department received the 13<sup>th</sup> Finance Commission grants, the Village Councils were informed through the District Local Administration Officer to identify their priority of schemes so as to enable the Government to give guidance to the Village Councils in the implementation of the Scheme. Therefore, the following activities are earmarked for execution through Village Councils.

**(A) CORE SERVICES**

- (i) Construction of Community water storage tank/rain water harvesting tank.

**(B) IMPROVEMENT OF OPERATIONAL INFRASTRUCTURE :**

- (i) Village Council house (Panchayat Ghars)
- (ii) Community Auditorium
- (iii) Photo voltaic alternative energy system for street light and other domestic uses
- (iv) Village Market

**(C) CIVIC AMENITIES (IMPROVEMENT OF VILLAGE INTERNAL ROAD)**

- (i) Construction of Foot-path, Retaining Wall, Foot-steps, bridges
- (ii) Cemetery approach road
- (iii) Creation of Village Park/Recreational Centre
- (iv) Village market

**(D) CAPACITY BUILDING AND ADMINISTRATION COST, AND UPDATING OF VILLAGE DATA****(E) STRENGTHENING OF DISTRICT OFFICES AND V/C OFFICES :**

- (i) Technical Guidance & Supervision for executive of work & maintenance of Account and Data Base
- (ii) Printing charges of Village Councils Hand Book
- (iii) Plastic Chair 3(Nos.) each for 725 V/C Rs.@ 600/-
- (iv) Book for Village Councils @ Rs.450/-
- (v) Village Councils Stationery
- (vi) Miscellaneous Charges

**EXPLANATION OF (E) :** The District Office of Local Administration Department and the Local Administration Officer's Office in the District Councils are directly responsible to look after all the affairs of Village Council in Mizoram. It can be said that the function of DLAO's and LAO's office are more or less the same with Zilla Parishad Office in other States. However, there is acute insufficiency of staff to properly supervise the functioning of Village Council in such Office. It is imperative to engaged such number of post for the efficient functioning of Village Councils. Therefore, one number each of Account Assistant is being engaged on M/R basis to function as Panchayati staff with the approval of High Level Monitoring Committee. They are now attached in the DLAO's office and district Council's office. Their main duty is to assist Village Councils in all matter of Accounts since Village Councils do not have even skeleton staff to do Account works.

During 2014-2015, it is proposed to implement one scheme known as 'Miscellaneous charges' under (E) above to enable the Village Councils to pay energy charges of streetlight in their respective villages as the Village Councils are now obliged to bear the full cost of maintenance charges of streetlight as per the Joint Electricity Regulatory Commission for Manipur and Mizoram ( Electricity Supply Code) Regulation 2013. The matter had been discussed in the High Level Monitoring Committee in its meeting held on 24.7.2014 and the High Level Monitoring Committee approved the proposal. Then, it is proposed to earmark 10% out of the fund transferred to each Village Council for the purpose stated above. After payments of streetlight charges are made the remaining balance fund if any will be utilized for meeting establishment cost.

With the implementation of various welfare schemes, in rural areas the duties and responsibilities of Village Council is increasing manifold. They, therefore, need strong support in the form of training and capacity building. The training areas include:-

- (1) Acts and Rules covering Village Councils
- (2) Maintenance of Accounts and Audit
- (3) Office procedure
- (4) Village Assembly
- (5) Social Audit
- (6) Rural Development Scheme/Programmes
- (7) Disaster Management
- (8) Data Collection
- (9) MP and MLA Local Areas Development Funds
- (10) Maintenance of Records and Register
- (11) Right to Information

Fund is provided for training and capacity building from the 13<sup>th</sup> Finance Commission Grants.

Grant received under during the 13<sup>th</sup> Finance Commission period is as under :-

Year	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Total
Basic Grant	1855.00	2376.00	2673.03	Nil	Nil	6904.03
Performance Grant	Nil	116.96	1306.96	469.26	Nil	1893.18
<b>Total</b>	<b>1855.00</b>	<b>2492.96</b>	<b>3979.99</b>	<b>459.26</b>	<b>Nil</b>	<b>8797.21</b>

Village Councils in Mizoram are classified into 5(five) category for award of Thirteen Finance Commission Grant as under:-

The Village Council are Categorized into five (5) such as :

- Category I: having 401 household and above  
 Category II : having 301 - 400 household  
 Category III : having 201 - 300 household  
 Category IV : having 101 - 200 household  
 Category V : having below 100 household

#### NO. OF VILLAGE COUNCILS IN DISTRICT IN CATEGORY - WISE

Sl. No.	Name of District	I	II	III	IV	V	Total
1.	Aizawl	12	9	15	34	25	95
2.	Lunglei	19	14	28	27	57	145
3.	Champhai	18	6	32	23	17	108
4.	Serchhip	11	4	12	9	13	49
5.	Kolasib	15	7	15	7	8	52
6.	Mamit	11	10	24	27	15	87
7.	MADC	2	5	9	39	38	93
8.	LADC	4	7	17	40	32	100
9.	CADC	4	2	6	39	32	83
	<b>TOTAL</b>	<b>123</b>	<b>64</b>	<b>125</b>	<b>282</b>	<b>190</b>	<b>812</b>

## 2.6. PARKS & RECREATION CENTRE :

This is one of the important subjects allocated to this Department. As of now, there are 9 (nine) Recreational Parks which are very enjoyed by the public as a place of recreational spot.

- |               |   |                        |
|---------------|---|------------------------|
| (1) Lengpui   | - | Brig. T.Sailo Park     |
| (2) Muthi     | - | Muthi Park             |
| (3) Hmuifang  | - | Lal Thanhawla Park     |
| (4) Thenzawl  | - | Thenzawl Park          |
| (5) Dawngzawl | - | Serchhip District Park |
| (6) Champhai  | - | Champhai Park          |
| (7) Kawmzawl  | - | Laldenga Park Lengpui  |
| (8) Zobawk    | - | Lunglei District Park  |
| (9) Kolasib   | - | Kolasib District Park  |
| (10) Hlimen   | - | Lalsavunga Park        |

## 2.9. PARKS AND PICNIC SPOT AT LENGPUI, MUTHI, HMUIFANG

### A. BRIG. T.SAILO PARK, LENGPUI

1. **Hawn hun** : *SUMMER* March – September  
(9:00AM – 6:30PM)
- WINTER* October – February  
(9:30AM – 5:00PM)

Park hi karkhatah ni sarih(7) hawn a ni.

2. **Luh man** : *Puitling* Rs.10/- per day  
*Naupang* Rs. 5/- per day
- Video Shooting* : Rs. 500/- per day  
*Outdoor Camping* : Rs. 500/- per night

### 3. **REST HOUSE HMAN DAN :**

Rest House hi function chi hrang hrang neih nan leh Picnic nan a hman theih a ni ang.

- Hman Hun** *SUMMER* March – September  
(9:00AM – 6:30PM)
- WINTER* October – February  
(9:30AM – 5:00PM)

- Hman Man** 1)Darkar bi hman man Rs. 200/-hrs  
2)Nileng hman man Rs. 2500/- per day

### 4. **CABIN :**

Cabin hi member 10 aia tam lo tan Picnic leh function chi hrang hrang neih nan hman theih a ni a, zan riah nan pawh a hman theih a ni.

- Hman Hun** - 24 hrs. all year

- Hman Man** Darkar bi hman man Rs.100/-hrs. Day&Night time  
Nileng hman man Rs.600/-per day  
Zan riah man Rs.500 per night  
(Checkout time 8:00AM)

**B. MUTHI PARK HMANDAN TLANGPUI**

1. **Hawn hun** : *SUMMER* March – September  
(9:00AM – 6:30PM)
- WINTER* October – February  
(9:30AM – 5:00PM)

Park hi karkhatah ni sarih(7) hawn a ni.

2. **Luh man** : *Puitling* Rs.10/- per day  
*Naupang* Rs. 5/- per day
- Park/Picnic Booking* Rs.2000/- per day
- Video Shooting* : Rs. 500/- per day  
*Outdoor Camping* : Rs. 500/- per night

**3. REST HOUSE HMAN DAN :**

Rest House hi function chi hrang hrang neih nan leh Picnic nan a hman theih a ni ang.

- Hman Hun** *SUMMER* March – September  
(9:00AM – 6:30PM)
- WINTER* October – February  
(9:30AM – 5:00PM)

- Hman Man** 1)Darkar bi hman man Rs. 200/- per hrs  
2)Nileng hman man Rs. 1600/- per day

**4. CABIN :**

Cabin hi member 10 aia tam lo tan Picnic leh function chi hrang hrang neih nan hman theih a ni a, zan riah nan pawh a hman theih a ni.

**Hman Hun** - 24 hrs. through out the year

- Hman Man** Darkar bi hman man Rs.100/-hrs. Day&Night time  
Nileng hman man Rs.600/-per day  
Zan riah man Rs.500 per night  
(Checkout time 8:00AM)

### **C. LAL THANHAWLA PARK, HMUIFANG**

1. **Hawn hun** : *SUMMER* March – September  
(9:00AM – 6:30PM)
- WINTER* October – February  
(9:30AM – 5:00PM)

Park hi karkhatah ni sarih(7) hawn a ni.

2. *Luh man* : *Puitling* Rs.10/- per day  
*Naupang* Rs. 5/- per day  
*Vehicle* Rs.50/- per vehicle per day  
*Video Shooting* : Rs. 500/- per day  
*Outdoor Camping* : Rs. 500/- per day

3. *Cafeteria* : Rest House Building Ground floor hi Cafeteria atan a hman tur ani a. Thingpui leh Chaw dawr atan a hman tur a ni a, heng bakah hian eitur nepnawi leh in tur chi te pawh zawrh nan hman theih a ni ang.

#### **4. REST HOUSE HMAN DAN :**

Rest House hi function chi hrang hrang neih nan leh Picnic nan a hman theih a ni ang.

- Hman Hun** *SUMMER* March – September  
(9:00AM – 6:30PM)
- WINTER* October – February  
(9:30AM – 5:00PM)

- Hman Man** Darkar bi hman man Rs. 200/-hrs  
Nileng hman man Rs. 1500/- per day

#### **3. REST HOUSE ROOM :**

Rest House Room te hi member 10 aia tam lo tan luah theih a ni a, Zan riah nan pawh a hman theih a ni.

- Hman Hun** - 24 hrs. all year

- Hman Man** Darkar bi hman man Rs.100/-hrs. Day&Night time  
Nileng hman man Rs.600/-per day(9:00AM-6:00PM)  
Zan riah man Rs.500 per night  
(Checkout time 8:00AM)



**2.10. NAMING OF STREET :** The Govt. of Mizoram appointed a state Level Committee on naming of Street, Roads Villages. Normally a proposal or application for changing of name of villages etc. submitted from various interested parties were verified on the spot to see the merits or public opinion and those cases were put up to the Committee for consideration. On approval of the proposal, new name or names were notified by the government.

## CHAPTER - 3

### POWER AND DUTIES OF OFFICERS AND EMPLOYEES

Power and duties of officers can be enumerated as under :

3.1. **ADMINISTRATIVE POWER** : Power and duties of officers and staff in various subjects were made in the form of distribution of works to each and every officer and staff. Normally officers were given the responsibilities to look after each section or branch in this department. They are responsible, to supervise and guide in dealing cases. All the works and assignments of the clerks were supervised by the Superintendent. While minor cases were disposed of by officers in their respective assignments, important decisions rest with the Director.

The Local Administration Department deals with certain number of technical works. In respect of works, the physical activities were taken up by technical persons. In the Directorate, the Technical Section is headed by the Executive Engineer who is responsible in the overall supervision of Technical Works. Also, in the District Offices, developmental works have been taken up in their respective jurisdiction. All the technical activities were looked after by the Executive Engineer, who is assisted by Development Engineer / Assistant Engineer. In the District Offices, Junior Engineer were posted to man technical works.

3.2. **FINANCIAL** : As envisaged by Delegation of Financial Power Rules,1978, Director and Head of Offices under Local Administration Department have been given financial powers as under :

- |    |                                  |   |             |
|----|----------------------------------|---|-------------|
| a) | Director as Head of Department   | - | Schedule I  |
| b) | DLAO, Aizawl as head of Office   | - | Schedule II |
| c) | DLAO, Lunglei as head of Office  | - | Schedule II |
| d) | DLAO, Champhai as head of Office | - | Schedule II |
| e) | DLAO, Mamit as head of Office    | - | Schedule II |
| f) | DLAO, Serchhip as head of Office | - | Schedule II |
| g) | DLAO, Kolasib as head of Office  | - | Schedule II |

The Schedule clearly specified the limit on which financial sanction can be accorded by each Head of Department or Head of Offices on various items. One Officer or Head of Office himself is functioning as a DDO in all the offices under Local Administration Department.

3.3. **ADMINISTRATION OF VILLAGE COUNCILS :** As stated in the previous chapter i.e. “Functions & Duties of the Department” the Local Administration Department looks after the affairs of Village Councils. The Department is responsible for creation of new Village Councils, payment of remuneration to the members, demarcation of Village area and Village ram (land). It approves the executive body (Office bearers) and appoints the Village Council Secretary and Criers. The Department helps the Village Councils in the protection of Safety and Supply Reserves. Shifting of Village and establishment of new village are done only with the approval of Government.

The Village Councils itself are also responsible to distribute jhum lands, prevention of fire in village ram (land) and control of animals. They are empowered to enforce ‘hnatlang’(community work) to benefit the community in general. It is obligatory for every household to participate in hnatlang. Details of their function can be seen from the Acts and Rules indicated in the following chapter.

In the judicial administration, the Village Councils act as a Village Court and is competent to try cases of Civil and miscellaneous nature falling within the preview of Village or tribal laws and customs and also criminal cases and offences of petty theft, drunken, public nuisance and simple cases of wrongful restraint. A Village Court is not competent to try offences in respect of which the punishment of imprisonment is obligatory under the Indian Penal Code.

3.4. **OTHERS :** As far as the power and duties of officers and employees are concerned, a separate order for distribution of works amongst the officers and employees are made in various establishments under Local Administration Department which can be seen from the Directorate and subordinate offices of the Department.

## CHAPTER - 4

### RULES, REGULATIONS, INSTRUCTIONS. MANUAL AND RECORDS, FOR DISCHARGING FUNCTIONS.

4.1. Acts and Rules enacted by the Central Government which has been adapted for the regulation, administration and control of civil service along with Office Memorandum issued by Government of Mizoram are in used. Apart from this, the following Acts and Rules were used and enforced by this Department :

- 1) The Lushai Hills District (Village Councils) Act, 1953 as amended.
- 2) The Lushai Hills Autonomous District (Administration of Justice) Rules,1953 as amended.
- 3) The Lushai Hills District (House Site Act) 1953.
- 4) The Lushai Hills District (Jhuming) Regulations, 1954
- 5) The Mizoram (Forest) Act, 1955
- 6) The Mizo District (Administration of Town Committees) Act, 1955.
- 7) The Mizoram State (Grant of Loan for Housing) Rules, 1989 as amended.
- 8) The Mizoram (Prevention and Control of Fire in the Village Ram) Rules,2001.
- 9) The Mizoram Animal (Control and Taxation) Act, 2014.
- 10) The Mizoram (Election to Village Councils) Rules 2014.
- 11) Recruitment Rules for all posts within the Department.

Central Acts and Rules used by the Department along with Acts & Rules mentioned above are kept in a book form. And it can be made available on request.

## CHAPTER - 5

### **5.1. PARTICULARS OF ANY ARRANGEMENT THAT EXIST FOR CONSULTATION OR REPRESENTATION BY THE PUBLIC**

There is no separate arrangement for consultation with or representation by members of the Public to formulate Departmental policy or implementation.

The practice of the Local Administration Department is that the Village Councils are consulted in the selection of schemes for construction of minor roads, steps, etc. Suggestion box on the entrance wall of the Directorate Building has been put up, so that the public could give suggestion for improvement in the functioning of the Department.

### **5.2. ADVICE GIVEN BY THE BOARD, COUNCILS, COMMITTEE AND OTHER BODIES, WHETHER THE MINUTES ARE ACCESSIBLE TO THE PUBLIC.**

Minutes of the meeting are not normally open to the public. Meetings are restricted only for members of the Committee and if necessary invitees also attended. In respect of the minutes of the meetings, it was circulated to the members concerned for follow up action.

However, there is no objection to circulate the minutes of the meeting to the interested person. The Minutes of the meeting can be obtained on request in accordance with relevant provision under RTI Act.

## CHAPTER - 6

### **A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL.**

The department now simply has a record room in which documents are being kept without categorizing it. A separate record are kept in a proper guard file for loans and other subjects. Registers showing particulars of documents are also maintained.

## CHAPTER - 7

### **A STATEMENT OF BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSTITUED.**

- 7.1. Normally, a board is constituted for selection, scrutiny etc. for loan applicants. The terms of the board is for 1(one) year only or till another board is constituted by Government.
- 7.2. A committee is constituted for Naming / re-naming of Street and Villages. Frequency of the meeting cannot be determined.
- 7.3. One committee for each District has been formed i.e. 'Inter-Village Boundary Disputes Committee' headed by each Deputy Commissioner to redress, and solve the problems arising between villages in matters of boundary disputes.

## CHAPTER - 8

### THE NAMES AND DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS

The names and designation of Appellate Authority and State Public Information Officer appointed under this Department are as follow :

Sl. No.	Name of Officer	Designation	Units & District	Phone No.
1.	C.Lal Thlamuana	Joint Director	Appellate Authority	2343443(O) 2322101(R)
2.	Lalvenhima MCS	Dy. Director	State Public Information Officer, Directorate	2344458(O)
3.	Lallawmawma MCS	D.L.A.O.	State Public Information Officer, Aizawl	2343066(O) 2325784(R)
4..	J. Miahlung	D.L.A.O.	State Public Information Officer, Lunglei	234016(O) 232580(R)
5.	K. Tlangruala	D.L.A.O.	State Public Information Officer, Mamit	2565564(O)
6.	S.T. Lalhmingmawia	D.L.A.O.	State Public Information Officer, Kolasib	220315/ 220158(O)
7.	K. Lalhmuakliana MCS	D.L.A.O.	State Public Information Officer, Champhai	234202(O)
8.	C. Lalduhzuali MCS	D.L.A.O.	State Public Information Officer, Serchhip	222493(O) 220178(R)

## CHAPTER - 9

### 9.1. PROCEDURE FOLLOWED IN DECISION MAKING PROCESS

The process of the cases are generally, initiated at the Clerk/Superintendent level and the files are then submitted to Superintendent/ Assistant Director/Deputy Director/Joint Director/Director as the case may be, cases of routine and minor ones are disposed by the Middle level officers wherein, other cases were normally submitted to Director for decision.

A meeting of Officers were held occasionally to consider cases involving policy & important matters.

## CHAPTER - 10

## DIRECTORY OF OFFICERS AND EMPLOYEES

## 10.1 Name of Office : Directorate of L.A.D.

Sl. No	Name	Designation	Address	Telephone No.	
				Office	Residence/ Mobile
1	2	3	4	5	6
1.	R.S. Lalzamliana	Director	Ramrikawn	2306446	9436149006
2.	C.Lal Thlamuana	Joint Director (A)	Saikhamakawn	2343443	9436143598
3.	Lalchawimawia	Joint Director(P)	Chhinga Veng	2343537	9436143225
4.	Lalrimawii Hmar	Deputy Director(A)	Ramhlun Venglai	2345454	9436155074/ 8730971042
5.	Lalfakzuali Rokhum	Dy.Director(Accts.)	Mission Vengthlang	2341534	8415091477
6.	Lalvenhima	Deputy Director(Veh.)	Maubawk	2344458	9862361941
7.	Zosangliana	Executive Engineer	Kulikawn	2344419	2324758/ 9436151582
8.	Saibuangpuii Sailo	Superintendent	Mission Veng	2349221	9436141024 2329381
9.	L.T. Lalrinmawia	Assistant Engineer	Zotlang, Aizawl	2348442	9436142739
10.	P.C. Lalrinawma	Development Engineer	Dinthar, Aizawl	2343355	8575885394
11.	F.Lalrempuii	Assistant	Chaltlang		9862304249
12.	Zoramthangi	Assistant	Saikhamakawn		9436145324
13.	Lalnunhluni	Assistant	Venghlui		9436196014
14.	Laltlanchhunga Hmar	Assistant	Ramthar Veng		9862541435
15.	K.L.Rintluangi	Assistant	Bawngkawn		9436159157
16.	Nangkhantina	Assistant	Chhinga Veng		9436152787
17.	Lalhruaia Sailo	Assistant	Chaltlang		9436150245
18.	Lalfakzuali	Assistant	Bawngkawn		9862726353
19.	R. Zohmingthangi	Assistant	Dawrpui		9436147731
20.	Thanzuali	Steno-II	Electric Veng		9862576615
21.	Zohmingthangi (attch. to ombudsman office)	U.D.C.	Luangmual		9436153839
22.	C. Lalngaihawmi	U.D.C.	Chawnpui Aizawl		9436365085



1	2	3	4	5	6
23.	H.Zothanmawii Zote	U.D.C.	Electric Veng		9436152331
24.	Zohmangaihi	U.D.C.	Dawrpui Vengthar		9436145144
25.	Vanlalpari	U.D.C.	Chhinga Veng		9436353687
26.	Rochuangkimi	L.D.C.	Zotlang		9862364656
27.	Vanlalngaizuali	L.D.C.	Zotlang		9862304570
28.	Vanlalthumi	L.D.C.	Bawngkawn		9612084487
29.	P.C. Lalramthlani	L.D.C.	Ramhlun North		9612162292/ 2343029
30.	Siamkungi	L.D.C.	Chaltlang		9436352724
31.	Zohmangaihi	L.D.C.	Ramthar Veng		9436361958
32.	Sapmuani	L.D.C.	Tuikhuahtlang		9862809400
33.	T. Vanlalhruaii	L.D.C.	Kulikawn		9862531630
34.	Lalramsanga	L.D.C.	Ramhlun North		9612165636
35.	Lalchhuanmawii	LDC	Thakthing Veng		8729986944
36.	R.Thanlaia	J.E	Bethlehem		9436151581
37.	M.S. Dawngliana	J.E.	Sihphir		9436197222
38.	Rinsailova	J.E.	Kulikawn		9436151583
39.	C.Laldingliana (Att.to DLAO(L))	J.E.	Lunglei Rahsi Veng (Quarter)		9089669769
40.	Kapmawia	Driver	Chawnpui		9774606428
41.	T.Israela	Driver	Maubawk		9612698046
42.	R. Lalamlova	Driver	Ramhlun		9436199544
43.	Lalthanzuala	Driver	Tuikual South		9612170784
44.	Simon Ngurthansanga	Driver	Tlangnuam		9862813993
45.	F. Lalrammawia	Driver	Chawnpui		9862373701
46.	P.L. Lalawmpuia	Driver	Armed Veng		9436381105
47.	Zairema	Driver	Ramhlun North		9862383410
48.	Biakthansanga	Driver	Ramhlun North		9856036831
49.	C.L. Thanchuanga	Driver	Ramhlun South		8837096935
50.	Lalkulhpuia	Driver	Ramhlun North		8731059597
51.	Lalamliana	IV Grade	Tuithiang		9862315640
52.	Vandawla (att. to DLAOM)	IV Grade	Electric Veng		9862334978
53.	Lalkunga	IV Grade	Mission Vengthlang		9863226661
54.	Lianhnuna	IV Grade	Bawngkawn		2340863
55.	Zoliantluanga	IV Grade	Thakthing Tlang		9862009260
56.	Nuchhungi	IV Grade	Chhinga veng		9774229121
57.	F. Lalnunmawia	IV Grade	College veng		9862380788
58.	Thanseii	IV Grade	Chhinga veng		9862360885
59.	P.C. Vanlalhruaii	IV Grade	Vaivakawn		8414961732/ 9862624848
60.	Lalengzauva	IV Grade	Ramhlun 'S'		9612857299
61.	Vanlalzawna	IV Grade	Aizawl Venglai		9856284269
62.	Rochhungi	IV Grade	Zotlang		9862766299

1	2	3	4	5	6
63.	Thangkhawngi	IV Grade	Bethlehem Vengthlang		8974304253
64.	Lalbiakengi	IV Grade	Chawnpui		9612413345
65.	Lalrinsiam (att. to Thenzawl Park)	IV Grade	Tlangnuam, Aizawl		9485129083
66.	P.C.Remruatpuii	IV Grade	Mission Veng, Aizawl		9436741538
67.	Biakchungnungi	IV Grade	Luangmual		8575779511
68.	Lalrodingi	IV Grade	Venghlui, Aizawl		9774269730
69.	F. Hlunchhunga	IV Grade	Kulikawn		9862814804
70.	Lalrinthari	IV Grade	Thakthing Veng		9856603802
71.	Lalduhawma	IV Grade	Bungkawn Vengthar		8974771256
72.	M.C. Lalchhuanawmi	IV Grade	Tlangnuam		8729986944
73.	Lalmuanpuii	IV Grade	Kulikawn		9862538842
74.	Lalbiakdika	IV Grade	Ramhlun North		8413018933
75.	RTC. Lalthazela	IV Grade	Laipuitlang		8730844572

10.2. **DIRECTORY OF OFFICERS & EMPLOYEES UNDER DISTRICT  
LOCAL ADMINISTRATION OFFICE, AIZAWL**

Sl.No	Name	Designation	Address	Telephone No.	
				Office	Residence/Mobile
1.	2	3	4	5	6
1.	Lallawmawma	D.L.A.O.	Chhangurkawn	2343066	9862533180
2.	K. Hrimi	Head Assistant	Chaltlang	2343065	986289938
3.	C. Rochhinga	L.A.O.	Zotlang		9856606164
4.	Lalthakimi	J.E.	Ramhlun S, Aizawl		98629102392
5.	R. Lalremruata	U.D.C.	Electric Veng		9774458395
6.	B. Lalnipuii	U.D.C.	Chhinga veng		9436143353
7.	Vanlalrengpuii	L.D.C.	Dawrpui Vengthar		9862003655
8.	H.S. Lalthafamkimi	L.D.C.	Sihphir Kawnveng		9863035781
9.	H. Laldingluaii	L.D.C.			
10.	Lalnunhlina	S.A.	Chhinga Veng		8258088120
11.	Rohmingliana	F.I.	Ramthar Veng		9862942144
12.	Vanlalhluna	F.I.	Tanhril		9862845036
13.	Lalrinzuala Pachuau	F.I.	Mission Veng		9862812543
14.	Vanlalhruaia Hmar	F.I.	Venghlui, Aizawl		9485084482
15.	H. Lalthahluna	F.I.	Tuikual		8575493717
16.	Lalsawma	F.I.	Edentharr		9862812179
17.	J.C. Samuela	A.F.I.	Tuikual South		9862809843
18.	P.L. Lalmuansanga	A.F.I.	Armed Veng		9436159104
19.	H.Lalmalsawma	A.F.I.	Khatla H/S Veng		8974963349
20.	K. Lalnunmawia	A.F.I.	Bawngkawn 'S'		9436391915
21.	C. Lalhmuakliana	A.F.I.	Tuikual 'N'		9436391915
22.	Laltanpuia	A. F.I.	Chaltlang, Azl.		9436354671
23.	El-Bethela	A.F.I.	Bawngkawn		9612317913
24.	C. Zosangliana	IV Grade	Bethlehem		2327689
25.	Lalramluaha	IV Grade	Ramhlun North		9774522390
26.	Chawngpuithanga	IV Grade	Tuikual North		9862596384
27.	Biaktluanga	IV Grade	Luangmual		9862816499
28.	Lalmuanawma	IV Grade	Armed Veng		

**10.3. NAME OF OFFICE : DISTRICT LOCAL ADMINISTRATION OFFICE,  
LUNGLEI**

Sl. No.	Name	Designation	Address	Telephone No.	
				Office	Residence/Mobile
1.	J.Mialung MCS	Deputy Director/ D.L.A.O.	Rahsi,Veng, Lunglei	2324775	8730012305
2.	Lalrinliani	Hd. Assistant	Venglai , Lunglei		
3.	Lalnunpuui	UDC	Ramthar Veng		9436153552
4.	H.Thanzauva	J.E.	Venglai Lunglei		9436190750
5.	B. Lalruatfela	S.A.	Khatla		9436190246
6.	T.Lalruata	Hd. C.A.	Venglai Lunglei		9862306938
7.	C.Lalmangaihkunga	F.I.	Electric Lunglei		9436775031
8.	PC.Zonunpari	F.I.	Venghlun Lunglei		9612927772
9.	Vanlalrema	F.I.	Venglai, Lunglei		8974769978
10.	F. Lalfakawma	A.F.I.	ITI Veng		8575775085
11.	P.C. Lalmunliana	A.F.I.	Serkawn. Lunglei		8731065933
12.	T.Lalrammawia	Chainman	LAD Quarter, Venglai		8730976366
13.	P.Thangtinliana	IV Grade	Zobawk Lunglei		8014713920
14.	H.Vanlaldika	IV Grade	Venglai Lunglei		9089942469
15.	H. Laltlanzauva	IV Grade	Zobawk		9615509976
16.	Lalzova	IV Grade	LAD Quarter, Venglai		9856990509
17.	B. Lalnghakchhunga	IV Grade	Venglai, Lunglei		8575521911

## 10.4. DISTRICT LOCAL ADMINISTRATION OFFICE, CHAMPHAI

Sl. No.	Name	Designation	Address	Telephone No.	
				Office	Residence/M
1.	K. Lalhmuakliana	D.L.A.O.	Keifang Tlang	234202	9612168051/ 7308743042
2.	R.Lawmsanga	Hd. CA	Champhai		9612542502
3.	Vanlalhruaii	U.D.C.	Zotlang, Aizawl		9862647142
4.	P.Rochhunga	L.D.C.	Vengthlang Champhai		9615949091
5.	Lalchawiliani	L.D.C.	Venglai Champhai		9612336250
6.	Lalzarliana Sailo (attach. to DLAO(A))	Head CA	Republic Veng		8974284028
7.	C. Vanlalhruaia	L.D.C.	Zotlang, Champhai		8729914876
8.	R.C. Lalzarzova	J.E.	BungkawnNursery		9436153002
9.	Muanzova Khiangte	S.A.	Electric Veng, Aizawl		9862363125
10.	Lalhmana	Driver	Vengsang Champhai		9436194935
11.	R.Zolura (att. to DLAO(A) )	F.I.	Bungkawn Nursery		9862818898
12.	Lalthlengliana (att. to DLAO(A) )	F.I.	Champhai Vengsang		9862246077
13.	K.Lalhmachhuana	A.F.I.	Champhai Vengthlang		9612775727
14.	B. Lalrinsanga (att. to DLAO(A) )	A.F.I.	Champhai Kahrawt		9862688993
15.	F. Lalremruata	A.F.I.	Champhai Vengsang		9862383545
16.	Lalbuanga	IV Grade	Venglai Champhai		8575154434
17.	C. Lalbiakliana	IV Grade	Champhai Vengsang		9862625108
18.	H. Laldawngliana	IV Grade	Champhai Vengsang		9862725920

## 10.5. DISTRICT LOCAL ADMINISTRATION OFFICE, KOLASIB

Sl. No.	Name	Designation	Address	Telephone No.	
				Office	Residence/M
1.	S.T. Lalhmingmawia	Asst. Director / DLAO	Khatla, Aizawl	220315/ 220158	9436140011
2.	Sanghnuni Hauhna	U.D.C.	Durtlang Leitan		9862320023
	Hmingthanzuali	U.D.C.	Kolasib Saidan		9612162717
3.	Lalchhuanmawia	J.E.	Ramthar		9436197350
4.	C. Lalengkimi	L.D.C.	College Veng, Kolasib		9615832017
5.	C.Lalthatpuia	S.A.	Luangmual		
6.	Lalhrilliana	Hd. CA	Kolasib Venglai		8794594267
7.	Lalruata Tochwawng	F.I.	New Diakkawn		9862419342
8.	R.Lalchungnunga	F.I.			9862323735
9.	K.Lalchamliana	A.F.I.	Chawnpui, Aizawl		9612112857
10.	Zakamlovi	IV Grade	New Diakkawn		9862536829
	Biakkungi	IV Grade	Venglai (K)		
11.	Vanlalchhuanga	IV Grade	Kolasib		8974148034

## 10.6. DISTRICT LOCAL ADMINISTRATION OFFICE, MAMIT

Sl. No.	Name	Designation	Address	Telephone No.	
				Office	Residence/M
1.	K.Tlangruala	DLAO	Ramhlun North	2565564	9436199949
2.	V.Thanglawta	J.E.	Bawngkawn		9862375525
3.	Jenny Lalnunpari	L.D.C.	Dawrpui Vengthar		9862370653
4.	Lalramhluna	F.I.	Dinthar Mamit		8014186865
5.	H.Lalbuatsaiha	F.I.	Mamit		9863465827
6.	Lalthazuala	F.I.	Saron Veng		9436140476
7.	RCJ. Malsawmtluanga	A.F.I.	Hmar Veng, Mamit		8014561066/ 9862497902
8.	Zonunzira (att. to DLAO (A) )	A.F.I.	Hunthar Veng		9856933449
9.	H.S. Lalramchuana	A.F.I.			
	Thankima	Driver	Dawrpui Vengthar		9436151768
10.	C.Rualthanga	IV Grade	Dinthar Mamit		9862520716
11.	J. Zarzoliana	IV Grade	Venghlun Mamit		9862957861

## 10.7. DISTRICT LOCAL ADMINISTRATION OFFICE, SERCHHIP

Sl. No.	Name	Designation	Address	Telephone No.	
				Office	Residence/M
1.	C. Lalduhzuali MCS	D.L.A.O.	DC Quarter, Serchhip	222493	8413058436
2.	H. Lalfakawma	Hd. Assistant	New Serchhip		8415898972
3.	Vanlalhruaii	U.D.C.	Kanan veng		9862363466
4.	Laltlanthangi	L.D.C.	Bazar Veng(S)		9612135895
5.	R. Zonunpari	L.D.C.	Bethlehem		9436197424
6.	L.P. Lalhlimpuia	J.E.	Serchhip		9615184488
7.	K.Laldinthara	Hd. CA	Ramhlun Veng, Serchhip/Ramhlun		9436376263
8.	Lalremchhunga	F.I.	Khatla		9862334827
9.	John Lalhmachhuana	F.I.	Bethlehem Veng		9862340393
10.	Laltlanhlua	A.F.I.	IOC Serchhip		9774678214
11.	Lalhmingchhuanga	Driver	P&E Veng		
12.	H. Zosangliana	IV Grade	Venghlui, Aizawl		8414960450
13.	Lalhruaitluangi	IV Grade	N.Serchhip IOC		8731916160

## CHAPTER - 11

## 11.1. MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS &amp; EMPLOYEES

Name of Office : Directorate

Sl. No.	Name	Designation	Level
1.	R.S. Lalzamliana	Director	13
2.	C. Lal Thlamuana	Joint Director (Plan)	12
3.	Lalchawimawia	Joint Director (Admn.)	11
4.	Lalrimawii Hmar	Deputy Director(Admn.)	11
5.	Lalfakzuali Rokhum	Deputy Director(Accts.)	11
6.	Zosangliana	Executive Engineer	11
7.	Lalvenhima	Deputy Director	11
8.	L.T. Lalrinmawia	Assistant Engineer	10
9.	P.C. Lalrinawma	Development Engineer	10
10.	Saibuangpuui Sailo	Superintendent	10A
11.	F.Lalrempuui	Assistant	8
12.	Zoramthangi	Assistant	8
13.	Lalnunhluni	Assistant	9
14.	Laltlanchhunga Hmar	Assistant	8
15.	K.L.Rintluangi	Assistant	8
16.	Nangkhantina	Assistant	8
17.	Lalhruaia Sailo	Assistant	8
18.	Lalfakzuali	Assistant	8
19.	R. Zohmingthangi	Assistant	8
20.	Thanzuali	Steno-II	9
21.	Zohmingthangi	U.D.C.	8
22.	C.Lalngaihawmi	U.D.C.	7
23.	H. Zothanmawii Zote	U.D.C.	7
24.	Zohmangaihi	U.D.C.	7
25.	Vanlalpari	U.D.C.	7
26.	Rochuangkimi	L.D.C.	7
27.	Vanlalngaizuali	L.D.C.	6
28.	Vanlalhumi	L.D.C.	5
29.	P.C.Lalramthlani	L.D.C.	6
30.	Siamkungi	L.D.C.	6
31.	Zohmangaihi(Mazovi)	L.D.C.	6
32.	Sapmuani	L.D.C.	5



1	2	3	4
33.	T. Vanlalhruii	L.D.C.	4
34.	Lalramsanga	L.D.C.	4
35.	Lalchhuanmawii	L.D.C.	4
36.	R.Thanlaia	J.E.	9
37.	Rinsailova	J.E.	8
38.	C.Laldingliana (Att. to DLAO(L))	J.E.	7
39.	M.S. Dawngliana	J.E.	8
40.	Kapmawia	Driver I	7
41.	T.Israela	Driver I	7
42.	R.Lazamlova	Driver II	4
43.	Lalthanzuala (att. to Ombudsman)	Driver III	4
44.	Simon Ngurthansanga	Driver	2
45.	F. Lalrammawia	Driver	2
46.	P.L. Lalawmpuia	Driver	2
47.	Zairema	Driver	2
48.	Biakthansanga	Driver	2
49.	C.L. Thanchuanga	Driver	2
50.	Lalkulhpuia	Driver	1
51.	Lalzamlia	IV Grade	4
52.	Vandawla (att.to DLAO(M))	IV Grade	4
53.	Lalkunga	IV Grade	4
54.	Lianhnuna	IV Grade	4
55.	Zoliantluanga	IV Grade	4
56.	Nuchhungi	IV Grade	3
57.	F.Lalnunmawia	IV Grade	3
58.	Thanseii	IV Grade	2
59.	P.C.Vanlalhruii	IV Grade	2
60.	Lalengzauva	IV Grade	2
61.	Vanlalzawna	IV Grade	2
62.	Rochhungi	IV Grade	2
63.	Thangkhawngi	IV Grade	1
64.	Lalbiakengi	IV Grade	1
65.	Lalrinsiana	IV Grade	1
66.	P.C. Remruatpuii	IV Grade	1
67.	Biakchungnungi	IV Grade	1
68.	Lalrodingi	IV Grade	1
69.	F. Hlunchhunga	IV Grade	1
70.	Lalrinthari	IV Grade	1
71.	Lalduhawma	IV Grade	1
72.	M.C. Lalchhuanawmi	IV Grade	1
73.	Lalmuanpuii	IV Grade	1
74.	Lalbiakdika	IV Grade	1
75.	RTC. Lalthazela	IV Grade	1

## 11.2. District Local Administration Office, Aizawl.

Sl.No	Name	Designation	Level
1.	Lallawmawma MCS	D.L.A.O.	11
2.	K. Hrimi	Head Assistant	8
3.	C. Rochhinga	L.A.O.	7
4.	Lalthakimi	J.E.	7
5.	R. Lalremruata	U.D.C.	8
6.	B. Lalnipuii	U.D.C.	7
7.	Vanlalrengpuii	L.D.C.	6
8.	H.S. Lalthafamkimi	L.D.C.	4
9.	H. Laldingluaii	L.D.C.	2
10.	Lalnunhlina	S.A.	5
11.	Rohmingliana	F.I.	6
12.	Vanlalhluna	F.I.	5
13.	Lalrinzuala Pachuau	F.I.	4
14.	Vanlalhruaia Hmar	F.I.	6
15.	H. Lalthahluna	F.I.	6
16.	Lalsawma	F.I.	6
17.	J.C. Samuela	A.F.I.	4
18.	P.L. Lalmuansanga	A.F.I.	4
19.	H.Lalmalsawma	A.F.I.	4
20.	K. Lalnunmawia	A.F.I.	4
21.	C. Lalhmuakliana	A.F.I.	4
22.	Laltanpuia	A. F.I.	4
23.	El-Bethela	A.F.I.	3
24.	C. Zosangliana	IV Grade	3
25.	Lalramluaha	IV Grade	3
26.	Chawngpuithanga	IV Grade	3
27.	Biakltuanga	IV Grade	3
28.	Lalmuanawma	IV Grade	1

## 11.3. District Local Administration Office, Lunglei.

Sl.No.	Name	Designation	Level
1.	J.Miahlung MCS	Deputy Director/ D.L.A.O.	11
2.	R. Lalrinliani	Hd. Assistant	8
3.	Lalnunpuii	UDC	6
4.	Laltlanchhunga	LDC	4
5.	H. Malsawmtluangi	LDC	4
6.	H.Thanzauva	J.E.	9
7.	B. Lalruatfela	S.A.	4
8.	T.Lalruata	Hd. C.A.	6
9.	C.Lalmangaihkunga	F.I.	4
10.	PC.Zonunpari	F.I.	4
11.	Vanlalrema	F.I.	4
12.	F. Lalfakawma	A.F.I.	3
13.	P.C. Lalhmunliana	A.F.I.	2
14.	P.Thangtinliana	IV Grade	1A
15.	H. Laltlanzauva	IV Grade	1
16.	Lalzova	IV Grade	4
17.	B. Lalnghakchhunga	IV Grade	1

## 11.4. District Local Administration Office, Champhai

Sl.No.	Name	Designation	Level
1.	K. Lalhmuakliana	D.L.A.O.	10
2.	Vanlalhruaii	U.D.C.	8
3.	P.Rochhunga	L.D.C.	6
4.	C.Lalchawiliani	L.D.C.	6
5.	Lalzarliana Sailo (attach. to DLAO(A))	Head CA	6
6.	C. Vanlalhruaia	L.D.C.	4
7.	R.C. Lalzarzova	J.E.	8
8.	Muanzova Khiangte	S.A.	4
9.	Lalhmana	Driver	7
10.	R.Zolura (att. to DLAO(A) )	F.I.	5
11.	Lalthlengliana (att. to DLAO(A) )	F.I.	5
12.	K.Lalhmachhuana	F.I.	4
13.	B. Lalrinsanga (att. to DLAO(A) )	A.F.I.	4
14.	F. Lalremruata	A.F.I.	3
15.	Lalbuanga	IV Grade	3
16.	C. Lalbiakliana	IV Grade	1
17.	H. Laldawngliana	IV Grade	1

## 11.5. District Local Administration Office, Kolasib

Sl. No.	Name	Designation	Level
1.	S.T. Lalhmingmawia	Asst. Director / DLAO	10
2.	Sanghnuni Hauhnar	U.D.C.	7
3.	Hmingthanzuali	L.D.C	7
4.	Lalchhuanmawia	J.E.	8
5.	C. Lalengkimi	L.D.C.	4
6.	C.Lalthatpuia	S.A.	4
7.	Lalhrilliana	Hd. CA	6
8.	Lalruata Tochwawng	F.I.	6
9.	R.Lalchungnunga	F.I.	4
10.	K.Lalchamliana	A.F.I.	4
11.	Biakkungi	IV Grade	3
12.	Vanlalchhuanga	IV Grade	1

## 11.6. District Local Administration Office, Mamit

Sl. No.	Name	Designation	Level
1.	K.Tlangruala	DLAO	8
2.	V.Thanglawta	J.E.	8
3.	Jenny Lahnunpari	L.D.C.	4
4.	Lalramhluna	F.I.	4
5.	H.Lalbuatsaiha	F.I.	4
6.	Lalthazuala	F.I.	5
7.	RCJ. Malsawmtluanga	A.F.I.	3
8.	Zonunzira (att. to DLAO (A) )	A.F.I.	3
9.	H.S. Lalramchuana	A.F.I.	2
10.	Thankima	Driver	6
11.	C.Rualthanga	IV Grade	3
12.	J. Zarzoliana	IV Grade	1A

## 11.7. District Local Administration Office, Serchhip

Sl. No.	Name	Designation	Level
1.	C. Lalduhzuali MCS	D.L.A.O.	10
2.	H. Lalfakawma	Hd. Assistant	8
3.	Vanlalhruaii	U.D.C.	6
4.	Laltlanthangi	L.D.C.	5
5.	R. Zonunpari	L.D.C.	4
6.	L.P. Lalhlimpaia	J.E.	7
7.	K.Laldinthara	Hd. CA	6
8.	Lalremchhunga	F.I.	4
9.	John Lalhmachhuana	F.I.	4
10.	Laltlanhlua	A.F.I.	2
11.	Lalhmingchhuanga	Driver	2
12.	H. Zosangliana	IV Grade	4
13.	Lalhruaitluangi	IV Grade	1

**CHAPTER - 12**

The Budget Allocated to each Agency  
(Particulars of all plans, proposed expenditure and reports on disbursement made)

Year 2016 - 2017

Rupees in lakhs)										
Sl. No	Name of Scheme	Activity	Starting date of the activity	Planned end date of the activity	Amount proposed (in lakh of rupees)	Amount sanctioned	Amount	Actual expenditure for the last year	Responsible officer for the quality and the complete execution of the work	Remarks
1	2	3	4	5	6	7	8	9	10	11
A 1.	Composite Infrastructure Development for Rural Areas	Construction of Steps, pavement, land development etc.	1.11.16	31.3.16	NIL	NIL	Rs.2000 lakhs	NIL	Executive Engineer	

## **CHAPTER - 13**

### **The Manner of Execution of Subsidy Programmes**

The department does not have any Subsidy programmes. Hence, the Chapter cannot contain any useful information.

## **CHAPTER - 14**

### **Particulars of Recipients of Concessions, permits or authorization granted by it.**

The department issues Demand or No Demand Certificate (NDC) to the employees who retired from service or expired during their service to show if they have any liability in respect of LIC(HBA). Normally, the department where the Govt. servant is working made an application to this Department for issue of such certificates. This is one of the important certificates for finalization of pensions etc.

No fees are realize and it usually take a day or two for obtaining the certificates.

## **CHAPTER - 15**

### **Norms set by it for the discharge of its functions**

The department set out guidelines that can be said as norms for internal arrangement of staff deployment. A separate guidelines is made for drivers for their deployment etc.

## **CHAPTER - 16**

### **Information available in an electronic form**

The Department has its own website-‘lad.mizoram.gov.in’ where informations are available.

## **CHAPTER - 17**

### **Particulars of the facilities available to citizens for obtaining information.**

Any citizens who would like to obtain information about the department may contact the State Public Information Officer during Office hours. Other means of dissemination of information has not been made till date except a notice board placed at the entrance of Directorate Building.

## **CHAPTER – 18**

### **Other Useful Information**

#### **1. Village data**

With the grant received from 13<sup>th</sup> Finance Commission, Govt. of India, a Comprehensive Village data has been prepared to cover all the villages. This will be an useful material for providing information to the public in respect of Villages. The Village data is now ready for seen.

#### **2. Citizen’s Charter**

The Department has published a Citizen’s Charter and a copy of which can be obtained from Establishment Branch of the Directorate.



Fund has not been distributed till this issue is published as the State Assembly can only pass financial bill/ or budget only on vote of account