A WORKING MODEL SUGGESTED FOR KOHIMA DISTRICT, NAGALAND

MAN-POWER FOR RURAL DEVELOPMENT

8.1.1 In each village of 2000 population or more, there may be a Gram Sevak or VLw (Village Level Worker) who will co-ordinate the development work at the village level. If there are small villages with less than 2000 population they can be combined for a Gram Sevak.

8.1.2 The Graa Sevak may be made to be the Secretary of the Village Development Hoard and the Village Council.

8.1.3 At the block level there may be an Extension Officer for each subject such as Agriculture, Soil conservation, Irrigation, Animal Husbandry, Industries, Health, Co-operation, Drinking Water Supply, Education, Women's Programmes, Child Care Services, Scheduled Castes and Scheduled Tribes, Planning and VDB Administration, Rural Roads and Communication, Engineering Civil (Buildings), Engineering (electricity), Forestry and Rural Energy; thus there will be adequate number of Extension Officers in each block. They
will work under the administrative control of the Block Development Officer.

8.1.4 The Block Development Officer will Co-ordinate the development programmes at the block level and all such departments will work only through the Block Development Officer.

8.1.5 The Block Development Officer will prepare a Master-plan for his block showing the work projects, quantum of work under each item and the man-power required for implementing the programmes.

8.1.6 The Extension Officers will be fully responsible at the block level for planning, co-ordination, funding, execution and evaluation of the development programmes. The specialised departments should not be allowed to appoint parallel staff at the block level, then only the Area Council can have a say in implementation of the programmes.

8.1.7 In implementation of the programmes the Agricultural Extension Officer (who can also be designated as Agricultural Officer) will be assisted by Assistant Agricultural
Officers/Supervisors, Field-men and Demonstrators. The Supervisor will supervise the work of the field-men and demonstrators. Field men may be appointed for land reclamation, irrigation, input supply, plant protection and marketing. Thus, there will be 5 field men under one supervisor in each block. Each field man will undertake demonstration and promotional activities.

8.1.8 The Extension Officer—Animal Husbandry who can otherwise be designated as Veterinary Officer will be assisted by Veterinary Assistants, Dairy Assistants, Poultry Assistants. The number of assistants in each may depend upon the number of animals to be maintained in the area. There can be a Veterinary Assistant for every 2000 animal population. There may be a Dairy Assistant for every 100 dairy animals. He may try to taring them under Co-operative fold. There may be a Poultry Assistant for every unit of 1000 birds. Whatever may be the number of animals in each category there should be at least one assistant of each kind in a block.

8.1.9 The Extension Officer for Industries who can otherwise be designated as Industries Officer at the block level will be assisted by an Inspector of Industrial Units, and Area Organisers. The Inspector will supervise the perform-
ance of the units and the Area Organiser will plan and develop new units. There will be at least one Inspector and one Area Organiser in each block. There can be more according to the need which will be decided by the Area Council.

8.1.10 The Extension Officer. (Health) who can otherwise be called "Health Officer" will be assisted by a Health Inspector, Sanitary Inspectors, Health Assistants and Maternity Assistants.

In a block of around 20000 population in hill areas, at least there need to be four Sanitary Inspectors, four Health Assistants and ten Maternity Assistants who will attend to sanitation, health services, pregnant mothers, feeding mothers, new born babies and children below 5 years old. The Health Assistant will supervise the work of the Maternity Assistants.

8.1.11 There will be a separate Extension Officer for drinking water supply to the communities.

8.1.12 There is a need for an Extension Officer for Education at the block level. His job chart will include promotion of Pre-Primary Education, Primary Education, Middle and
Secondary School Education, Adult Education, Social Education, Extension Education and Continuing Education. In general he will be incharge of the total educational programme in the block. He should be a qualified teacher of a higher secondary school who will be able to plan, co-ordinate and implement innovative'-methods in education. He will take help from the Headmasters of Schools.

8.1.13 Then.- will be separate Welfare Officers for Women's Programme, Child Care Services, SC & ST including weaker sections and old. A woman alone may be selected for the post of Welfare Officer for Women's Programme and child care services. She will be assisted by Gram Sevikas, and Bala Sevikas. For every 2000 population there will be a Gram Sevika and for every 30 children in the age group of 0-5 there will be a Ha.La Sevika.

8.1.14 At the block level there will be an Extension Officer for rural roads and communication who will be a qualified engineer.

8.1.15 For Forestry work, a separate Extension Officer for Forestry would be necessary at the block level and he will
plan for forest development both in private and in common lands. All the personnel of forestry work below his rank will come under hit; administrative control.

8.1.16 There is a need for an Extension Officer (Energy planning). He will plan for bio-mass energy, methane gas, solar energy, wind energy and hydro electric power.

8.1.17 Rural housing is another important subject which needs the attention of the Government. Rural housing is to be planned and organised in co-ordination with the funding agencies. For this, there should be a separate Extension Officer (housing) at the block level.

8.1.16 Use of electricity is increasing day by day. It's distribution is to be planned and regulated. Distribution should be need-based and area-based. It should lead to balanced development of an area. Development planning and commercial venture are different. Therefore, the Electricity Board which is a commercial organisation can not attend to area planning and equitable distribution based on social needs. For this purpose there should be an Extension Officer (Electricity) at the block level. Block level planning for distribution of electricity will be done through him.
S.1.20 KAN-POWER FOR PROGRAMME CO-ORDINATION AND OFFICE MANAGEMENT AT THE BLOCK LEVEL

Diagram:

- Programme Co-ordinator
- Extension Officers
- Gram Sevak/ULAs
- Community Organisers
- Community Leaders
- Block Development Officer
- Office Manager
- Accountsmen
- Office Assistants
- Jeep Driver
- Watchman
8.1.19 For each Sub-Division there will be a Sub-Divisional Officer for Planning and Development under the control of Rural Development Department. He will Co-ordinate the work under the guidance of the Deputy Commissioner of the District.

8.2 DISTRICT RURAL DEVELOPMENT AGENCY:

In Nagaland there is a State Rural Development Agency. In other states at the district level there is a District Rural Development Agency. The Nagaland Government, has decided so, for the reason that the state is a smaller one, and hence, the state level agency will be able to meet the requirement, but it cannot be construed so, because, Nagaland is a growing state and it has a vast potentiality of growth. Natural wealth is abundant and such a wealth is to be exploited for human welfare. And in the process of exploiting the wealth large scale employment can be created. Therefore, it would be advisable to have District Rural Development Agencies to assist the district administration in the place of one State Rural Development Agency. The working model of man power inventory is given below:
2.1 MAN-POWER FOR RURAL DEVELOPMENT FROM DISTRICT LEVEL DOWN TO VILLAGE LEVEL
8.2.2 MAN-POWER SUGGESTED FOR DISTRICT RURAL DEVELOPMENT AGENCY
The District Head, Deputy Commissioner, will be the Chairman and there will be a project officer to assist him. Under the Project Officer for each subject there will be an Assistant Project Officer.

8.3 HAN-POWER FOR AGRICULTURAL PROGRAMMES:

As agriculture is the major occupation of villages in the district, agricultural programmes are to be suitably integrated at the block level. Agricultural plan should not be a sectoral plan, but it should form a part of the rural development plan adopted by the Area Council. Therefore, the agricultural plan should be prepared by the block agricultural officers under the guidance of the Department of Agriculture. For this purpose the Organisers of Farmers' Forums, Field Instruction Officers, Assistant Agricultural Officers, Agricultural Input Supply Officers and the Agricultural Extension Officer will work under the administrative control of the Block Development Officer and under the technical guidance of the District Agricultural Officer. This pattern alone can bring perfect harmony in the rural development programme.

A suitable organisational pattern is suggested in the flow-chart.
£.3.1 MAN-POWER FOR AGRICULTURAL PROGRAMMES

- District Level
  - District Agriculture Officer
    - Accountant
    - Assistants
    - Typist
    - Last-Grade Servants
    - Jeep Driver
    - Agriculture Extension Wing
      - Agriculture Extension Officer (Block)
      - Agri. Input-supply & Depot Manager (for each 10 vill)
        - Asst. Agri. Offic./Supervisor/ (Training and visits) One for each group of 10 villages
    - Field Demo. Office. One for each group of 10 villages
  - Organiser-Farmers Forum (Village Level)
8.4 MAN-POWER FOR ANIMAL HUSBANDRY WORK:

As animal husbandry programme has a vast potentiality in the district it should be strengthened with adequate man-power. Therefore, separate Assistant Director for each function such as breeding, fodder development, dairy, sheep and goal, farming, piggery farming and poultry farming is suggested under the model. Similarly for each function above stated a Veterinary Officer (Veterinary Assistant Surgeon), a hive-stock Inspector, and a Live-stock Assistant are suggested. As approximately more than 98 percent of the people, Jiving in Hagaland, eat non-vegetarian food all the three times in a day, animal products have greater value in their diet custom. They import animals and animal products from other states. Therefore, an adequate strength of man-power is to be suggested for promoting animal wealth and the man-power pattern is to be well integrated with the block plan for animal husbandry and veterinary care. The pattern of staff for animal husbandry is shown in an organisational flow chart.
8.4.1 iMAN-POWER FOR ANIMAL HUSBANDRY

- Deputy Director (Animal Husbandry)
  - Assistant Director (Poultry Farms)
  - Assistant Director (Piggery)
  - Assistant Director (Sheep & Goat Farms)
  - Assistant Director (Dairy Farms)
  - Assistant Director (Fodder Development)
  - Assistant Director (Breeding Programme)
  - V.A.S. Fodder
  - V.A.S. Dairy Farms
  - V.A.S. Sheep & Goat
  - U.A.S. Fodder
  - U.A.S. Dairy Farms
  - U.A.S. Sheep & Goat
  - U.A.S. Piggery
  - U.A.S. Poultry
  - V.A.S. Fodder
  - V.A.S. Dairy Farms
  - V.A.S. Sheep & Goat
  - V.A.S. Piggery
  - V.A.S. Poultry
  - Live-Stock Inspector (Poultry)
  - Live-Stock Inspector (Sheep & Goat)
  - Live-Stock Inspector (Dairy)
  - Live-Stock Inspector (Fodder)
  - Live-Stock Inspector (Breeding Programme)
MAN-POWER FOR KHADI AND VILLAGE INDUSTRIES:

As wool weaving is very common, and natural resources are abundant, khadi and village industries have greater scope for development. They are at present less organised and less developed compared to other states of the country. When compared between the states, the literacy rate is comparatively higher, but skilled manpower is lesser. Training along with suitable development programmes is an immediate need in the district. Weaving operation by Nagas is done in a traditional way in loin looms. Attempts are being made to organise them under co-operatives, but co-operatives are not popular in the state. Urgent steps are to be taken to strengthen the manpower for promoting industrial and service co-operatives through the state Khadi and Village Industries Board, Handloom Department and Department of Industries. A suitable man-power pattern is suggested for this purpose, but a drastic change is necessary in the existing pattern. At the block level neither any staff are attached to the office of the Block Development Officer, nor there is any field staff at the block level. This is an unhealthy condition for an integrated rural development. Therefore, all the field staff at the area level may be attached to the Block Development Office for administrative
8.5.1 MAN-POWER FOR DEVELOPMENT OF KHADI AND VILLAGE INDUSTRIES

Deputy Director of Industries

KHADI (Wool)
- General Khadi Officer
  - Manager (Depots)
    - Spinning & Weaving Supervisors
    - Quality Control Officer

Village Industries
- Assistant Director
  - Inspector of Village Industries
    - Manager (Office)

Industrial Co-operatives
- Co-operative Sub-Registrars
  - Senior Inspectors
    - Junior Inspectors

Chemist
Canning/Marketing Officer
control and they may be technically guided by the State Department of Industries.

8.6 MAN-POWER FOR HEALTH SERVICES:

As transport and communication facilities are not adequate in the district as well as in the state, health care facilities are to be locally provided on hill-top villages. It requires a good strength of trained man-power. Training is arranged in the State Head Quarter's Hospital, but man-power at the block level is not adequate to man the maternity centres and primary health centres. Health staff directly work under the Department of Health Services because of the technical nature of work, but the plan of health services are to be suitably integrated with the block plan and it may be co-ordinated by the Block Development Officer for close supervision and effective administration of programmes. A general pattern of staff is suggested, but the number may increase according to the requirement and volume of services. The existing infra-structure for health in rural areas is not enough. The villages are located on hill tops and there is no proper road transport or telephone communication network work between villages. Therefore, the
3.6.1 MAN-POWER FOR HEALTH WORK AT DISTRICT LEVEL

District Health Officer

Administrative wing
- Superintendent
- Junior Assistants
- Office Assistant

Teaching wing
- Medical Officer
- District Malaria Control Officer
- District Public Health Educator
- Health Inspector

Other
- Multipurpose Health Worker
- Maternity Assistants
- Aya/Dhai
staff pattern envisaged by the Government on par with plain areas is thoroughly inadequate and there should be five fold increase in the staff strength to cover the hill top villages and protect them from diseases.

8.7 MAN-POWER FOR FAMILY PLANNING WORK:

As the population growth is rapidly increasing in Nagaland, family planning work is highly relevant to the state, but among the Nagas, family-planning is not popular. The density of population in the State is comfortable now, but the population trend will create an uncomfortable position in the future. The growth rate of population and the growth rate of goods and services in the economy are not the same. Population growth is in an alarming proportion in the last decades but the growth rate of economy is in a slacken speed. A perspective view of the trend is very urgent. Therefore, arrest of population growth is to be immediately planned, for which the man-power need is to be pre-planned and prepared. The Family Planning Association of India alone cannot cater to the needs of the State. The State Government may have to envisage a separate Directorate and cadre of staff for this purpose. This depends upon the population policy of the State Government. It may happen
8.7.1 MAN-POWER FOR FAMILY PLANNING WORK (UNDER FAMILY PLANNING 'ASSOCIATION OF INDIA)

ORGANISING SECRETARY

POPULATION EDUCATION PROJECT

POPULATION EDUCATION OFFICER

EXTENSION EDUCATOR

FIELD WORKERS

OFFICE ASSISTANT

STATISTICAL ASSISTANT

TYPIST

DRIVER

ATTENDER

SHEEPER

MTF (MR=PROJECT)

MEDICAL OFFICER

STAFF NURSE

ANM

AYA

MINI HEALTH CENTRE

PART TIME MEDICAL OFFICER

MALE HEALTH WORKER

FEMALE HEALTH WORKER

LADY AIDERS
soon or it may be delayed; but without waiting for the State Government to take action on the matter, the Family Planning Association of India could strengthen its staff and organisational structure, enrich its man-power and programmes in tune with the population policy of the Government of India.

6.8 MAH-PQWEK FOR ADULT EDUCATION PROGRAMME:

The literacy rate in Nagaland is comparatively higher than a number of other states in India. It does not mean that there is no illiteracy in the state. More than 55 percent of them are illiterates. They also need literacy. Both illiterates and literates are to be aware of their civic responsibilities, human rights, socio-economic and political environments, benefits available from the Government, their role in the local bodies and so on. The poor illiterates and ignorant mass may have to improve their functional abilities. Literacy, awareness, and functionality are the three components of the Adult Education programme. Hence, the Directorate of Adult Education has a vital role to play in shaping the citizens of the State. Thus, the programme needs expansion in terms of its coverage and man-power. The coverage of Adult Education Programme in Nagaland is comparatively very less. For the entire state
8.8.1 MAN-POWER FOR ADULT EDUCATION PROGRAMME
there are about 600 Adult Education centres which is less than the work of one reputed voluntary institution in Tamil Nadu, U.P., Maharashtra or Andhra Pradesh. There are about 1,30,000 illiterates in the State in the age group of 15 to 35. They are to be given literacy, awareness and functional skills. Among the literates, about 80,000 of them need to improve their functional abilities. Therefore, the above staff pattern is suggested for adult education work.

8.9 MAN-i'UWKK FOR RURAL ELECTRIFICATION:

The use of electricity is an indicator of modern progress. Electricity has become an essential factor for lighting houses and streets, irrigation, operation of machines and use of domestic electrical and electronic appliances. Nacjalanc does not produce electrical energy. It is only making an attempt to produce electrical energy. It has not become successful yet. It may take years together to become self-sufficient in power production, but, there is a vast potentiality for hydel power production. It is yet to be planned for identification of spots and development of hydro-electric power. And it may require a vast net work of man-power. Such a man-power is to be developed with local Nagas. Unless the net work of electricity distribution in
9.9.1 MAN-POWER FOR RURAL ELECTRIFICATION

- Executive Engineer
  - Assistant Executive Engineer (4)
  - Assistant Engineer (5)
    - Foreman (10)
    - Line Man (15)
    - Helper (30)
  - Hire Man (30)
rural areas is developed small scale industries cannot develop. Use of electricity can change the Socio-Cultural environment of Nacjas and take them to modern scientific age. Therefore, keeping in view the future prospects of the area the man-power for power distribution is suggested. The above organisational flow chart gives the model of staff pattern for distribution of electricity.

8.10 MAN-POWER FOR RELIEF AND REHABILITATION WORK:

The relief and rehabilitation work is directly guided by the Deputy Commissioner at the district level. There is no separate staff appointed for this purpose. When there are natural calamities, the village-youths under the Village and Area Councils undertake this work. Voluntary institutions of the area and peace committee are also involved in rehabilitation work. As and when needed, work and cost estimates are prepared by the village level workers and are submitted to the Block Office. The Block Development Officer with his recommendation sends the proposals to the circle officers for onward transmission to the Sub-Divisional Officer (civil). The proposals are ultimately sanctioned by the Deputy Commissioner. As this work is only occasional in nature a separate cadre of staff is not envisaged.
9.10.1 MAN-POWER FOR RELIEF AND REHABILITATION WORK

DEPUTY COMMISSIONER

Sub-Divisional Officer (Civil)

Circle Officers

U.D.U.

V.L.Rs

Peace Committee

Voluntary Institutions

Area and Village Councils

Youth Clubs (Yuva Kendras)
Therefore, the existing infrastructure in the administrative set up has to be utilised to meet the demand of man-power on occasions. Hence the existing organisational structure alone is shown in the model plan for man-power.

8.11 HAH-POWKK I\'CK SOCIAL SECURITY AND WELFARE;

Under the Department of Social Security and Welfare, three ICDS projects in 3 blocks, three recreation centres, two children'sarks, one School for Blind, one welfare extension project and three women's welfare centres are run in Koliima d i s t r i a l.

In each welfare extension project a Senior Mukhya Sevika is in-charge of the project as project officer and she is assisted by a Junior Mukhya Sevika, an accountant, one peon and one Dhai. in each block.

This pattern of staff cannot meet the requirement of services in the project, and hence a staff pattern is suggested to strengthen the services in each project'. Under the suggested pattern there will be one Project Officer, one Assistant project Officer, one Medical Officer, three Supervisors, two Lady Health Visitors, three Maternity Assistants and the required number of Anganwadi staff. This suggested
8.11.1 THE MAN-POWER FOR THE DEPARTMENT OF SOCIAL SECURITY AND WELFARE AT THE DISTRICT LEVEL

District Welfare Officer

- Welfare Inspector
- Ministry Staff

- B.D.O Ext. Officer
  - Mukha Sevika
  - Tsemingly
  - P.O. ICDS (project)
  - A.P.O ICDS
  - Medical Officer
  - Supervisors - 3
  - LHUS - 2
  - ANH - 3
  - Anganwadi Worker

- B.D.O Ext. Officer
  - Mukha Sevika
  - Kohima
  - P.O. ICDS (project)
  - A.P.O ICDS
  - Medical Officer
  - Supervisors - 5
  - LHUS - 3
  - ANH - 4
  - Anganwadi Worker

- B.D.O Ext. Officer
  - Mukha Sevika
  - Jalukie
  - P.O. ICDS (project)
  - A.P.O ICDS
  - Medical Officer
  - Supervisors - 3
  - LHUS - 2
  - ANH - 3
  - Anganwadi Worker
a.11.2 MAN-POWER FOR WELFARE EXTENSION PROJECT AT THE BLOCK LEVEL

- DDO: Senior
- Mahila Sevika

- Gram Sevika-1
- Secretary Mahila Sangh

- Gram Sevika-2
- Secretary Mahila Sangh

- Gram Sevika-3
- Secretary Mahila Sangh

- Gram Sevika-4
- Secretary Mahila Sangh
pattern is commonly followed in Tamil Nadu, Andhra Pradesh, Karnataka and Uttar Pradesh.

JL12 MAH-Ktt/KK FOR SOCIAL WELFARE BOARD:

The Social Welfare Board works at the state level and the Head Office is located at Kohima - the State Head Quarters. The Board has no office or staff either at the District level or at the block level. The Board mainly helps the Voluntary Institutions in promoting women and children's welfare. The assistance from the Board is extended only to specific projects. Therefore, whoever applies for assistance is helped for a specific project period. Owing to this, there is no need for appointment of any staff either at the district level or at the block level. The projects at the district level is supervised by a member of the hoard. The Board is constituted once in three years by the State Government. The Heads of women voluntary institutions and reputed women social workers are appointed as members and chairman of the Board. And hence the existing structure can be retained without any separate cadre at the district, or at the block level. If there is any need the District Social Welfare Officer and the Mukhya Sevikas at the block level may be directed to supervise the work.
9.12.1 MAN-POWER PATTERN FOR KAGALAND STATE SOCIAL, WELFARE ADVISORY BOARD

Chairman
   Full time

Standing Committee 8 Members

SocioEconomic Sub-Committee 5 Members

Secretary
   Full time

Accountant-1

Upper Division Clerk-1

P.A to Chairman

Chowkidar

Peon

Lower Division Assistant

Typist

Driver
8.13 MAN-PQWh' R FOR FORESTRY WORK

Kohima is both the District and the State Headquarters. And hence, the Kohima District has the advantage of having all the State offices in the district. The Chief conservator and conservator of forest offices are located in Kohima. Under the conservator, there are six Divisional Forest Officers (D.F.os) for six major functions viz., forestry, forest utilisation, silviculture, working plan, wild-life and the reserved forests in Paren sub-division. Under each D.F.O. there is a Range Officer for each range. There are six such Range Officers. The Range officers are assisted by Forest Guards, Draftsman, Assistant and watchers. The present strength itself is sufficient for forestry work in the district. Therefore, the existing pattern is given, as it is, for the model man-power plan. In addition to the permanent man-power pattern of the department, specific projects may be developed for improving and enriching the forest and animal wealth. As the entire state is a hill state, forestry has a vast potentiality and it has no limit for development. Therefore, suitable projects and man-power for specific projects may be designed.
Conservation of Forests (District)

DFO-Forestry Gen Dimapur
  Range Officer
    Forest Guard
      Watcher -6

DFO-Forestry Utilisation
  Range Officer
    Assistant -2
      Watcher -6

DFO-Silviculture
  Range Officer
    Assistant -2
      Watcher -6

DFO-Working Plan
  Range Officer
    Draftsman
      Watcher -6

DFO-Wildlife
  Range Officer
    Guards -2
      Watcher -6

DFO-Forestry Pare - Gen
  Range Officer
    Forest Guard
      Watcher -6
Construction of new link roads to the villages and maintenance of rural roads are at present attended by the Public Work Department on proposals submitted by the Block Development Officer. Under the rural development programme this work is to be given priority. As the villages are located on hill tops, construction of rural roads becomes difficult as the work involves a heavy budget. The State Government cannot take up this work in a short period for want of funds. Hence, year-after year this work is to be taken up according to the budget allotment. Therefore, the staff of this section may have to continuously plan and execute the work. For this, adequate man-power is needed and hence, based on the requirement of the works programme a staff pattern is suggested. The staff organisational pattern is explained in a flow-chart.
S. 14.1 RURAL ROAD WORKS (DISTRICT LEVEL)
Maya viJ.logos don't have a well arranged protected drinkiiuj vator"—supply. Protected water supply is arranged only in Sub-bivisional Headquarters. This programme has not readied the villages, but this programme is to be undertaken by Un- block office with the assistance of the Public Health Pen,.; rUnont. The public Health Department has not appointed any field staff for this purpose. And hence adequate provision has to be made for appointment of staff for this puipnse at the block level. The Block office may have to pre-pare a master plan for supply of protected water supply to t.ho vi.1.layes; and the highly populated villages are to be taken up on priority basis. Therefore, to meet the roou iioihont. a model staff-pattern is suggested and the pattern is exp.lai.ned in a flow chart.
8.15.1 MAN-POWER FOR WATER SUPPLY & DRAINAGE

- Executive Engineer
  - Assistant Executive Engineer (Division)
    - Assistant Engineer (12)
      - Work Inspectors (12)
  - Assistant Executive Engineer (Division)
  - Assistant Executive Engineer (Division)