

**GOVERNMENT OF NAGALAND
DIRECTORATE OF EVALUATION
NAGALAND KOHIMA**

Subject: Draft Annual Plan 2014-15 in respect of Evaluation Department.

Profile of the Directorate of Evaluation.

Monitoring and Evaluation are crucial and synergistic to increase effectiveness of Government programmes. The ultimate test for any programme is in terms of final outcomes. Often this can only be determined over a period of time through evaluation of the programme/project.

The main function of the Evaluation Department is to undertake evaluation studies on the schemes/programmes of the Government and suggest ways and means to bring about improvement in their formulation and execution. Through the two aspects : retrospective and prospective and through cost-benefit analysis Evaluation studies aid decision making by providing insight into the programme.

The Evaluation Directorate undertake the following types of studies; State Level Evaluation study, District Specific Studies and Review Studies. The State level studies are normally evaluation of government intervention programmes implemented in all the districts of the State. In addition to the independent State level studies carried out by the Directorate, the District Evaluation Officers conduct District Specific Studies as per the requirement of the respective District Planning & Development Boards and as may be entrusted by the Departments. Quick Review Studies are also undertaken to examine whether the findings, impact and suggestions made earlier still hold true and whether any follow-up action has been taken by the Departments concerned or not.

Set-up in 1968, the Evaluation Directorate has District Evaluation Offices in all the eleven districts with total sanctioned strength of 120.

I. Staff strength of the Directorate:

The Directorate has a sanctioned strengthened of 120. Details are given below:

Sl No	Category of posts	Sanctioned Strength	In position
A	Directorate/Headquarters		
i	Joint Director	1	0
ii	Deputy Director	1	1
iii	Assistant Director	3	3
iv	Evaluation Officer	1	1
v	Inspector	6	6
vi	Sub-Inspector	3	3
vii	Registrar	1	1
viii	Superintendent	1	1
ix	Other Ministerial Staff	19	19
Total of A		36	35
B.	District Evaluation Offices		
i	District Evaluation Officer	11	10
ii	Inspector	19	19
iii	Sub-Inspector	11	11
iv	Ministerial Staff/others	43	43
Total of B		84	83
Total of A & B		120	118

Strategies/Action Plan for the Annual Plan 2014-15 (Physical and Financial) in respect of Evaluation Directorate.

I. State Level Studies: In keeping with the objectives of the 12th Five Year Plan, the Evaluation Directorate proposes to focus its studies on the impact and outcome of schemes. Evaluation of the intervention programme of the Government to assess its impact at the grassroot level will be the objectives of the studies. And as envisaged in the 12th Five Year Plan to enable planners and policy makers to incorporate and converge human development aspects in the planning process, during the 2014-2015, 2(two) major independent studies are proposed to be taken up. An amount of Rs 10.00 lakhs is proposed for the studies.

II. Review Studies: Absence of follow-up action on the findings of the studies/report defeats the whole purpose of conducting evaluation studies. Therefore the Directorate proposes to undertake quick review studies especially the major schemes, to examine whether the findings, impact and suggestions made earlier still hold true and whether any follow-up action has been taken by the Departments concerned or not. To assess to what extent further steps are required to improve implementation of the program, 2(two) quick review studies are proposed to be taken up. An amount of Rs 5.00 lakhs is proposed for such review studies during 2014-15.

III. District Level Studies: To assess whether programmes of the Government are impacting the grassroot level, district specific studies will be undertaken by the District Evaluation Offices. This will be as per the requirement of the District Planning and Development Boards and as per the requirement of the Departments/ general public in the districts. For these studies an amount of Rs 11.00 lakhs would be required @ Rs 1.00 lakhs x 11 districts during 2014-15

IV. Capacity Building: With the continuous up-gradation/advancement in the techniques/methodology in conducting evaluation studies/ surveys, report writing and fast changing developments in the IT sector, the Department proposes to (a) organize in-house training for all the officers/technical staff by bringing resource persons from outside the state and (b) depute officers/staffs to courses/capacity building programmes organised at IIM, ISI, NIFM, NIRD, CSO, and ATI etc.

It may be mentioned that while a number of field surveys have been under taken and the available manpower of the Directorate are well versed with the methodology of evaluation, many of these reports have not been published so far due to poor report writing skills. Analytical ability and writing skills are some attributes which have to be built. Rs 5.00 lakhs is the projected budget 2014-15.

V. Computerization : Pursuant to the computerization plan of the Directorate, for data tabulation, data processing, report writing and maintenance of data and record in a systematic manner, complete computerization of the Directorate office and the district evaluation offices with workable IT facility and Inter-net connectivity is proposed. A data base of the evaluation studies completed and reports published till date has already been computerised and uploaded on the website of the Department, hosted by Nagaland NIC and is available on www.nagaland.nic.in. This is proposed to be continually updated for which service of IT consultants/firms are required. During 2014-15 an expenditure of Rs 5.00 lakhs is projected for further connectivity/computerization/maintenance.

VI. Transportation/Conveyance facility/travel expenses: Field surveys/field visits and spot verification are the primary exercises for Evaluation studies. Lack of conveyance is a major constraint for undertaking evaluation studies specially in the remote areas where public transportation is non existent/functional. At present 3(three) District Evaluation Officers are functioning without duty vehicle which impedes their work. Therefore to facilitate technical staff in the execution of their field work/survey, provision of travel expenses is necessary. For transportation/ conveyance, an estimated expenditure of Rs.30.00 lakhs is projected during the year.

VII. Strengthening of the logistic and human resource of the Directorate: While capacity building and skill upgradation programmes would enhance the knowledge and capabilities of the officers and staff, motivation and upward progression will ensure accountability and responsibility. However unlike the other departmental heads in many of the technical posts are not at par with the status of their counter parts in other Department. Consequently, it adversely affects efficiency and timely delivery. Therefore during the year the status of various posts is proposed to be structured. The logistic needs of the Directorate would also be revamped conducive for efficient functioning. An amount of Rs 15.00 lakhs is earmarked during 2014-15.

VIII. Disaster Preparedness: For disaster management and preparedness, while organizing capacity building programmes for the staff/officers topics on disaster management would be incorporated. At the local level to prevent fire disaster, fire extinguishers would be installed in all the newly constructed office with provision for emergency exits. This will be followed by familiarization of the officers and staff on the use of the facilities. For this purpose an amount of 5.00 lakhs is the projected requirement during 2014-15.

IX. Gender Budgeting Programmes: In line with policy of the Government, sensitization programmes will be organized to sensitise the organization on gender issues. The Department will

als undertake gender studies and assess the impact of intervention programmes of the Government on both genders. An amount of Rs 5.00 lakhs is projected under this head.

X. Strengthening of District Evaluation Offices/ Revamping of the structural set-up: To ensure uniform coverage of all districts of the State in the studies, District Evaluation Offices have been established in all the districts. For meeting the basic infrastructure/logistic, of the new district offices as well as the operation and maintenance costs of these establishment an expenditure of Rs 11.00 lakhs is projected.

XI. Construction of District Evaluation Offices/ Staff quarters: The Evaluation Directorate has own District Evaluation Office building only at Phek, Wokha, Kohima, Dimapur and Mokokchung. The rests are functioning in rented building result in payment of large money as rent and is a huge burden on the exchequer. While the number of employees have increased, the number of staff quarters have remained the same since the inception of the organization. Further some of these existing quarters are being encroached upon by so called landowners. Therefore to prevent such incidences and to facilitate availability of accommodation for the staff/employees, one flat type building is proposed to be constructed in Kohima. For construction of District Evaluation Offices land has been allotted in Longleng district and the process for acquiring land in Tuensang/Zunheboto is in progress. Therefore during 2014-15 under Evaluation construction, an amount of Rs. 65.00 lakhs is the projected requirement.

XII. Rent, Rates & Taxes: For payment of rentals for District Evaluation Office accommodation and other service charges an amount of Rs 5.00 lakhs is projected as the requirement during 2014-15.

XIII. Publication : Timely publication and circulation of reports is a pre-requisite activity for ensuring follow-up action on the findings/recommendations of the evaluation studies. An amount of Rs 15.00 lakhs is earmarked for this purpose during 2014-15..

XIV. Orientation/Workshops/Follow- up action on recommendations to commemorate 50 years of statehood: The non- co-operation of the agencies/Departments under evaluation, lack of records and refusal to disclose information by respondents are major draw backs for an evaluation study. Therefore one of the main highlight of the Departmental programmes during the 50th year of Statehood is to conduct workshops/orientation programmes to sensitize the Departments/agencies/public on the importance of the evaluation studies in policy formulation in all the districts.

The Department would conduct such orientation program in consultation and in co-ordination with the District Administration, the DPDB and the VDB association of the respective districts. Orientation for the staff/field workers before any major study are also proposed to be organized. For these programmes the Department has projected a requirement of Rs 11.00 lakhs @ Rs 1.00 lakhs per district.

GN STATEMENT-A
DRAFT ANNUAL STATE PLAN (2014-15) - PROPOSED OUTLAYS

(Rs. in lakhs)

Sl. No.	Major Heads/Minor Heads of Development	Annual Plan 2012-13 Actual Expenditure	Annual Plan 2013-14		Annual Plan 2014-15 Proposed outlays
			Approved Outlay	Anticipated Expenditure	Budgetary Outlay
0.	1.	2.	3.	4.	5.
1	Office Expenses	19.99	10.00	10.00	15.00
2	Motor Vehicle	23.99	15.00	15.00	30.00
3	Publication	10.00	5.00	5.00	15.00
4	Gender Budgeting	5.00	-	-	5.00
5	Training/Capacity building	7.00	5.00	5.00	5.00
6	Computerisation/Maintenance	5.00	5.00	5.00	5.00
7	State Level Studies	10.00	5.00	5.00	10.00
8	Review Studies	5.00	-	-	5.00
9	Disaster Preparedness programme	5.00	-	-	5.00
10	Orientation/sensitization/dissemination to commemorate 50 years of Statehood	3.00	-	-	11.00
	Total 092(1)	93.98	45.00	45.00	106.00
	092(2) Subordinate Estt				
1	Office Expenses	5.00	5.00	5.00	11.00
2	Rent,Rates & Taxes	4.00	3.00	3.00	5.00
3	District Level Studies	11.00	4.00	4.00	11.00
4	Strengthening of District Evaluation offices	5.00	-	-	-
	Total 092(2)	25.00	12.00	12.00	27.00
	Housing				
1	4216-01-700(5)Capital Outlay Govt. Residential building/Other Housing Construction Evaluation	277.99	40.00	40.00	65.00
	Total construction	277.99	40.00	40.00	65.00
	Grand total	396.97	97.00	97.00	198.00

**DRAFT ANNUAL STATE PLAN (2014-15) - PROPOSED OUTLAYS FOR STATE PLAN
(SCHEME-WISE)**

(Rs. in Lakhs)						
SI.No.	Major Head / Minor Head of Development (Scheme-wise)	Implementing Agency	Annual Plan 2012-13 Actual Expenditure	Annual Plan (2013-14)		Annual Plan 2014-15 (Proposed Outlay)
		State Government / Public Sector Enterprises / Local Bodies		Approved Outlay	Anticipated Expenditure	
0.	1.	2	3	4.	5.	6.
1	Office Expenses	State Government	19.99	10.00	10.00	15.00
2	Motor Vehicle		23.99	15.00	15.00	30.00
3	Publication		10.00	5.00	5.00	15.00
4	Gender Budgeting		5.00	-	-	5.00
5	Training/Capacity building		7.00	5.00	5.00	5.00
6	Computerisation/Maintenance		5.00	5.00	5.00	5.00
7	State Level Studies		10.00	5.00	5.00	10.00
8	Review Studies		5.00	-	-	5.00
9	Disaster Preparedness programme		5.00	-	-	5.00
10	Orientation/sensitization/dissemination to commemorate 50 years of Statehood		3.00	-	-	11.00
	Total 092(1)		93.98	45.00	45.00	106.00
	092(2) Subordinate Estt					
1	Office Expenses		5.00	5.00	5.00	11.00
2	Rent,Rates & Taxes		4.00	3.00	3.00	5.00
3	District Level Studies		11.00	4.00	4.00	11.00
4	Strengthening of District Evaluation offices	5.00	-	-	-	
	Total 092(2)	25.00	12.00	12.00	27.00	
	Housing					
1	4216-01-700(5)Capital Outlay Govt. Residential building/Other Housing Construction Evaluation	277.99	40.00	40.00	65.00	
	Total construction	277.99	40.00	40.00	65.00	
	Grand total	396.97	97.00	97.00	198.00	

DRAFT ANNUAL STATE PLAN (2014-15) - PROPOSED OUTLAYS (From State Budget)

(Rs. in lakhs)

SI. No.	Major Heads/Minor Heads of Development	Annual Plan 2012-13 Actual Expenditure	Annual Plan - 2013-14	
			Approved Outlay	Anticipated Expenditure
0.	I.	2.	3.	4.
1	Office Expenses	19.99	10.00	10.00
2	Motor Vehicle	23.99	15.00	15.00
3	Publication	10.00	5.00	5.00
4	Gender Budgeting	5.00	-	-
5	Training/Capacity building	7.00	5.00	5.00
6	Computerisation/ Maintenance	5.00	5.00	5.00
7	State Level Studies	10.00	5.00	5.00
8	Review Studies	5.00	-	-
9	Disaster Preparedness programme	5.00	-	-
10	Global Climate Change programmes	5.00	-	-
11	Differently abled programme	18.00	-	-
12	Modernisation/digitisation of Library	5.00	3.00	3.00
13	Orientation/sensitization/ dissemination	3.00	-	-
14	Fees for consultants /research institutes	5.00	-	-
	Total 092(1)	126.98	48.00	48.00
	092(2) Subordinate Estt			
1	Office Expenses	5.00	5.00	5.00
2	Rent,Rates & Taxes	4.00	3.00	3.00
3	District Level Studies	11.00	4.00	4.00
4	Strengthening of District Evaluation offices	5.00	-	-
	Total 092(2)	25.00	12.00	12.00
	Housing			
1	4216-01-700(5)Capital Outlay Govt. Residential building/Other Housing Construction Evaluation	277.99	40.00	40.00
	Total construction	277.99	40.00	40.00
	Grand total	429.97	100.00	100.00

ANNEXURE -IV

DRAFT ANNUAL STATE PLAN (2014-15): Allocation & Release of Central Assistance to State Plan (Block Grants and Centrally Sponsored Schemes)

(Rs. in lakh)

Sl. No.	Name of the Scheme	Pattern of Funding		Annual Plan - 2012-13				Annual Plan - 2013-14				Annual Plan (2014-15) Proposed		
				Releases			Total Actual Expenditure	Releases			Total Anticipated Expenditure			
		Central Share	State Share	Central Share	State Share	Total		Central Share	State Share	Total		Central Share	State Share	Total
0.	1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.
1	State Plan	-	State Share	-	430.00	430.00	429.97	-	100.00	100.00	100.00	-	198.00	198.00

DRAFT ANNUAL STATE PLAN (2014-15): Physical Targets and Achievements

Sl. No.	Item	Unit	Annual Plan 2012-13 Actual Achievement	Annual Plan - 2013-14		Annual Plan 2014-15 Target (proposed)	Remarks
				Target	Anticipated Achievement		
0.	1.	2.	3.	4.	5.	6.	7.
1	Evaluation Studies						
	i. State Level Studies	Nos	2	2	1	2	
	ii. Review Studies	Nos	1	2	1	2	
	iii. District Specific Studies	Nos	11	11	10	11	
	Total		14	15	12	15	
2	Construction						
	i Construction of District Evaluation Offices with brick fencing	Nos	2	2	2	1	
	ii. Constrction /repair of Staff Quarters	Nos	3	-	-	1	
	iv. Construction of Water Reservoir Tank	Nos	1	1	1	2	
	v. Construction of Ramp	Nos	1	1	1	-	
	vi. Installation of Fire extinguishers/solar panels	Nos	20	10	10	16	
	Total		27	14	14	20	
3	Computerisation						
	1. Installation of computer sets in Directorate and DEOs	Nos	3	10	10	5	
	2. Provision of internet connectivity to Directorate and all DEOs	Conne ction	-	1	1	2	
	Total		3	11	11	7	
4	Motor Vehicles						
	1.Purchase of duty vehicles	Nos	1	2	2	3	
	Total		1	2	2	3	
5	Capacity building/training (In-house)						
	Orientation/sensitisation programmes	Nos	-	-	-	11	
	Total		2	3	3	13	

DRAFT ANNUAL STATE PLAN (2014-15): Physical Targets and Achievements

Sl. No.	Item	Unit	Annual Plan 2012-13 Actual Achievement	Annual Plan - 2013-14		Annual Plan 2014-15 Target (proposed)	Remarks
				Target	Anticipated Achievement		
0.	1.	2.	3.	4.	5.	6.	7.
1	Evaluation Studies						
	i. State Level Studies	Nos	2	2	1	2	
	ii. Review Studies	Nos	1	2	1	2	
	iii. District Specific Studies	Nos	11	11	10	11	
	Total		14	15	12	15	
2	Construction						
	i Construction of District Evaluation Offices with brick fencing	Nos	2	2	2	1	
	ii. Constrecion /repair of Staff Quarters	Nos	3	-	-	1	
	iv. Construction of Water Reservoir Tank	Nos	1	1	1	2	
	v. Construction of Ramp	Nos	1	1	1	-	
	vi. Installation of Fire extinguishers/solar panels	Nos	20	10	10	16	
	Total		27	14	14	20	
3	Computerisation						
	1. Installation of computer sets in Directorate and DEOs	Nos	3	10	10	5	
	2. Provision of internet connectivity to Directorate and all DEOs	Conne ction	-	1	1	2	
	Total		3	11	11	7	
4	Motor Vehicles						
	1.Purchase of duty vehicles	Nos	1	2	2	3	
	Total		1	2	2	3	
5	Capacity building/training (In-house)						
		Nos	2	3	3	2	
6	Orientation/sensitisation programmes						
		Nos	-	-	-	11	
	Total		2	3	3	13	

DEMAND NO. & DESCRIPTION 44 EVALUATION

(Rs in lakh)

Sl.No	3451 Sectt- Eco-service 092 Other Office 092 (1)(1) Direction	Normal State Plan 2014-2015
1	2	3
A	Revenue section	
1	Office Expenses	15.00
2	Motor Vehicle	30.00
3	Publication	15.00
4	Gender Budgeting	5.00
5	Training/Capacity building	5.00
6	Computerisation/ Maintenance	5.00
7	State Level Studies	10.00
8	Review Studies	5.00
9	Disaster Preparedness programme	5.00
10	Orientation/sensitization/ dissemination to commemorate 50 years of Statehood	11.00
	Total 092(1)	106.00
	092(2) Subordinate Estt	
1	Office Expenses	11.00
2	Rent,Rates & Taxes	5.00
3	District Level Studies	11.00
	Total 092(2)	27.00
	Total Revenue	133.00
B	4216-01-700(5) Capital Section (Govt. Residential building/Other Housing Construction Evaluation)	
	Housing	
	4216-CAPITAL OUTLAY ON HOUSING	
1	4216-01 Govt. Residential Building 4216-01- 700 Other Housing 4216-01-700(5) Construction	65.00
	Total Capital	65.00
	Grand total	198.00