



ANNUAL REPORT

2016-17

HOME DEPARTMENT
GOVT. OF SIKKIM

I, PAWAN CHAMLING, THE CHIEF MINISTER AND MINISTER-IN-CHARGE OF HOME DEPARTMENT DO HEREBY AUTHENTICATE THE ANNUAL REPORT OF THE HOME DEPARTMENT FOR THE YEAR 2016-2017 AND ALSO AUTHORISE THE PLACING OF THE REPORT BEFORE THE TABLE OF THE LEGISLATIVE ASSEMBLY.

PLACE- GANGTOK
DATED:

(PAWAN CHAMLING)
CHIEF MINISTER
MINISTER FOR HOME

GENERAL:

The tiny Himalayan State of Sikkim bounded by Bhutan in the East, Nepal in the West, Tibet (China) in the North and the State of West Bengal in the South merged into Union of India as 22nd State in the year 1975. Considering its geographical as well as strategic location Sikkim enjoys an important place in the map of the Country.

With the introduction of full-fledged democratic system the State has witnessed a sea change with all round developmental activities resulting in an improved Political, Social and Cultural life of the people. Marching on the path of progress, Sikkim is poised to be an exemplary Welfare State in our great country.

On the whole, there has been complete peace and tranquillity with no major law and order problem.

RESPONSIBILITIES AND OBJECTIVES:

According to the Government of Sikkim (Allocation of Business) Rules, 2004, the subject matters under the administrative control of the Home Department of the Government of Sikkim is as follows:

01. General Administration
02. Administration of Justice
03. Internal Security
04. Business of Department-Distribution among Departments
05. Assumption of Office by the Governor
06. Police
07. Public Order
08. Private Security Agencies(Regulation)Act,2005
09. Business Rules and Secretariat Instructions
10. Establishment side of the Council of Ministers-arrangement for meetings
11. Cipher-cipher correspondence
12. Office Procedure
13. Political Offences-Prosecutions and withdrawal thereof
14. Jurisdiction and Power of Courts except High Court
15. Matters relating to Citizenship
16. Sikkim House, New Delhi

17. Sikkim Vigilance Police
18. Rajya Sainik Board
19. The Sikkim Relief and Rehabilitation Cell.
20. Gambling and Betting

RAJ BHAWAN:

21. Establishment
22. Grants
23. Personal Staff of Governor
24. Works
25. State Administration Report

SECRETARIAT:

26. Establishment
27. Library
28. Manual
29. State Emblem
30. Visit of high personages-very important personages
31. Flags-flying of
32. Census
33. Ceremonials
34. Pool transport-Government vehicles
35. Jail
36. Public Services-Statutory Rules of the services with which the Department is concerned.

ADMINISTRATIVE STRUCTURE:

During the year under report, Shri Pawan Chamling, the Chief Minister was the Minister-in-Charge of Home Department. Shri Tsegyal Tashi, IAS was Secretary in charge of Home Department up to 11.07.2016 and thereafter Shri S.C.Gupta, IAS, Additional Chief Secretary took charge of Home Department on 11.07.2016. Shri S.K Pradhan was the Secretary (Protocol) Home.

The Administrative Structure of the Home Department is as under:-

01. Chief Secretary	-	1
02. Additional Chief Secretary/Secretary	-	1
03. Secretary, Protocol	-	1
04. Pr. Resident Commissioner	-	1
05. Special Secretary, Confidential	-	1
06. Special Secretary, Administration	-	1
07. Additional Secretary, Protocol	-	1
08. Additional Secretary, Confidential	-	1
09. Addl R.C, Sikkim House, N. Delhi	-	1
10. Joint Secretary, Protocol	-	1
11. Pr. Private Secretary to Chief Administrator	-	1
-		
12. Sr. Private Secretary to C.S	-	1
13. Deputy Director, Chintan Bhawan	-	1
14. Deputy Secretary, Administration	-	2
15. Deputy Secretary, Confidential	-	3
16. Senior Accounts Officer/Accounts Officer	-	1
17. Senior CHA/CHA	-	2/4
18. Under Secretary, Administration	-	1
19. Protocol Officer	-	1
20. Assistant Engineer(M)	-	1
21. ARC, Sikkim House, Guwahati	-	1
22. Pr.P.S/Sr.P.S/P.S	-	12

Ministerial Staff:

01. Office Superintendent	-	2
02. Sr. Accountant	-	1
03. Jr. Engineer(M)	-	1
04. Assistant Programmer	-	1
05. Head Assistants	-	9
06. Stenographers	-	7
07. UDC/Confidential Assistant	-	18
08. LDC	-	33
09. Accounts Clerk	-	3
10. Sr. Liaison Assistant	-	1
11. Supervisor, EPABX	-	1
12. Telephone Operator	-	2
13. Maintenance Supervisor	-	1
14. Sr. Restorer	-	1
15. Despatch Rider/LDC	-	1
16. Driver	-	53
17. ACHA	-	1

18. Peon	-	49
19. Safaikarmachari	-	14
20. Chowkidar	-	2
21. Cook	-	7
22. Bearer/Waiter	-	8(4Bearer/4Waiter)
23. Painter	-	1
24. Pump Operator	-	1
25. Plumber	-	1
26. Masalchi	-	1
27. Mali	-	3
28. Jr. Liaison Assistant	-	1

The prime objectives and responsibilities of the Home Department are maintenance of Law and order, Crime control, Police administration, Administration of Justice, Internal Security matters, Liaison with the Central Government and other State Governments and the Army authorities. The Department has a Protocol Division to look after Ceremonial State functions and visiting dignitaries and State guests. The requirements of the Council of Ministers are looked by the Home Department. Matters such as the Swearing-in of Governor, Chief Minister, Chief Justice and Council of Ministers are also its responsibility. Sikkim House, New Sikkim House, Sewa Bhawan and D.K.K Bhawan at New Delhi and the Sikkim House at Guwahati, Assam are also under the control of the Department. The Rajya Sainik Board which looks after the welfare of ex-servicemen and the Sikkim Relief and Rehabilitation Cell also come under the administrative control of Home Department.

The Department has the following Sections to carry out the various Charters of activities.

1.0 ADMINISTRATION SECTION:

This Section was headed by the Shri H.B Gurung, Special Secretary (Admin) and assisted by two Deputy Secretaries and one Under Secretary. Shri H.B. Gurung retired in July 2016 and the section was then headed by Mrs. D.K. Chettri, Additional Secretary, Home. The following subjects are transacted by the Administrative Section.

01. General Administration
02. Allotment of Telephone
03. Provision of uniform to Government employees & others, Security Guards of Private firms/NGOs etc.

04. Allotment of rooms to Council of Ministers, providing Staff to the Council of Ministers, provision for furniture.
05. Matters relating to Rajya Sainik Board
06. Matters relating to Sikkim Houses
07. Matters relating to Sikkim Jails
08. Establishment, maintenance and Security of Secretariat Complex.
09. Matters relating to punctuality
10. Compilation of Monthly Report/Progress Reports of all Departments
11. Compilation of Monthly Minutes of Meetings of all Departments

This Section is in charge of all matters pertaining to general administration of the personnel posted in the Department including the Staff of the Office of the Chief Minister, Council of Ministers, Sikkim House at New Delhi & Guwahati, Sikkim State Jail and Rajya Sainik Board. It also deals with all the correspondence related to Central & State Government. Circulars and Notifications pertaining to decisions of the State Government are also issued by this section.

The Department has focused on efforts to ensure punctuality and regularity of attendance in all government departments as a result of which there has been a marked improvement in the matter which had in a way engaged the attention of the Government. The introduction of Monthly Reporting format for furnishing details of leave availed by the government servants has further ensured administrative propriety.

In addition to its normal assigned duties, the Administrative Section of Home Department also took up following activities in the above mentioned financial year:-

1. A Plantation drive led by Secretary, Home Department, Shri Tsegyal Tashi along with officers and staff of Home Department was observed on the occasion of Paryavaran Mohotsav 2016. Around 100 saplings of various tree species and plants were planted at Smriti Van, Ganeshtok on June 28th 2016.

2. The following officials of Home Department retired from service during this financial year:

SI. NO.	NAME	DATE OF RETIREMENT
1.	Shri Buddhi Man Gurung, Driver	31/05/2016
2.	Shri Gopal Pradhan,LDC, Office of Chief Secretary	30/06/2016
3.	Shri Golay Bhutia, Accountant	30/06/2016
4.	Shri Ashok Kumar Chettri, Driver	30/09/2016
5.	Shri Janga Bahadur Pradhan, Head Assistant	30/09/2016
6.	Shri H.B.Gurung, Special Secretary(Adm)	31/07/2016
7.	Shri Chabilall Sapkota, LDC, Accounts Section	31/07/2016

Farewell ceremony for all the above retired officials of Home Department was held at the Conference Hall of Manan Bhawan,

3. An Achievement Report of Home Department during the last twenty two years from December 1994 to August 2016 was compiled and the Book was released on the auspicious occasion of the Independence Day, 15th August, 2016 by the Hon'ble Chief Minister, Shri Pawan Chamling.
4. Considering the security breaches taking place in Government offices and to maintain confidentiality and safe working environment, a new set of Security arrangements was put in place at New Secretariat, Manan Bhawan w.e.f. 16/11/2016 to check unwanted nuisances. These arrangements came into force after thorough and detailed meetings held on 4th November and 15th November, 2016 under the chairmanship of Additional Chief Secretary, Home.
5. An online system was devised by Home Department in coordination with NIC for recording the details of the visitors to Manan Bhawan. Details of visitors such as names, mobile numbers, addresses and purpose of visits to the Secretariat are recorded before issuance of the visitors pass. The visitors' passes are to be deposited at any of the three gates, i.e. Gate No.2, 3 & 4, while exiting the Secretariat. The Government Employees with IDs have been allowed unrestricted passage through all Gates except Gate No.1, which is entry only for VIPs.
6. The signages in English and Nepali have been affixed at all prominent points inside the Manan Kendra. The four Gates of the building have been numbered as Gate 1, 2, 3 & 4. The entry and exit

points for VIP and others have been clearly defined. The Security personnel have been detailed for duty at all four Gates. Home Department staffs have been detailed for duty at reception counter at Gate No.2 for issuance of Visitor's pass.

7. The information regarding the new Security arrangement at Manan Bhawan w.e.f. 16/11/2016 was informed to all Secretaries/HODs vide Circular No.28/Gen/Home Dated: 07.11.2016 and 29/Gen/Home dated: 07.11.2016. Information has been widely circulated and most of the employees who had not made Ids have been making new ones.
8. CCTV Cameras have been installed in Manan Bhawan, one at Gate No.1 and the other one at Gate No. 2.
9. The Employees of the Home Department were also issued lanyard for easy carrying of Employees Ids.
10. A Circular No.33/Gen/Home dated: 19th November, 2016 was issued, whereby only two people alongwith PSO is to be allowed with VIP from Gate No.1. Any additional member of the VIP entourage has to enter the Secretariat through Gate No.2 obtaining the necessary visitors pass.
11. Initially the Gates were manned by a total of 06 (six) security personnel from Sikkim Police. However after the new Security arrangement was put in place, 02(two) additional Sikkim Police Personnel were assigned at Manan Bhawan from Reserve Lines, Sikkim Police w.e.f.17th November, 2016. Further, 04 (four) Home Guards, 03(three) males and 01(one) female were also requisitioned and joined w.e.f. 19th November, 2016. Hence a total of 12 (twelve) Security personnel have been manning the Gates of the Manan Bhawan and controlling the Traffic.
12. A total number of visitors to the Manan Bhawan for various works w.e.f 16/11/2017 till 31/03/2017 comes to a total of 12733. Home Department remains the most visited Department by the public and officials either for booking of rooms at Sikkim Houses in New Delhi, D.K.K.Bhawan, Sewa Bhawan and Guwahati or for vehicle permits, Restricted Area Permit/Protected Area Permit and Biking Permits etc.
13. Telephone intercoms have been provided to Gates No.3 & 4.
14. The Cabinet Section conducted 9 (nine) cabinet meetings from 1st April, 2016 to 31st March, 2017 with approximately 409 proposals requiring recommendation, administrative approval and financial

sanction of the Council of Ministers for various Government policies, schemes and legal matters.

2.0 CONFIDENTIAL SECTION:

Section is headed by the Special Secretary with three Deputy Secretaries and one Legal Retainer. The matters being dealt in the Section are:

Administration of Justice, Police & related matters; Allocation of Business to the State Departments; Citizenship and related matters; Sikkim Vigilance; Rajya Sainik Board; Jail Administration; Border Management; Army related matters; National & State Awards; Miscellaneous Complaints; Matters relating to ILP/RAP/PAP; Foreign Travels; Tibetan Rehabilitation Policy; NHRC/SHRC & Litigations; Declaration of Holidays/Almanac; Issue of Licence of PSA; Gazette/Notifications/Circulars; Preparation of Oath for Swearing-in of Governor; Chief Minister, Minister, Chief Justice & Judges of High Court; Correspondence/Miscellaneous matters of Government of India/State Government; Election related matters; Conduction of RIMC entrance exam.

2.1 AWARDS:

Every year on the occasion of Republic day and Independence Day, the State Government confers the State Awards to the State employees for Meritorious Service.

STATE AWARD FOR MERITORIOUS SERVICE ON THE OCCASION OF INDEPENDENCE DAY 2016.

Sl. No	Awarded to
1	Smt Tashi Cho Cho, Additional Secretary, Home Department
2.	Dr. Tshering Laden Bhutia, CMO, Singtam Hospital
3.	Shri Hem Bdr Chettri, Driver, Grade-I, Transport Department
4.	Kumari Sumitra Rai, ANS, STNM Hospital
5.	Shri Suresh Kumar, Sr. Liaison Assistant, Sikkim House, New Delhi
6.	Shri Phipman Subba, Medical Attendant, STNM Hospital
7.	Smt Kiki Lepcha, Peon, Home Department

**STATE AWARD FOR MERITORIOUS SERVICE ON THE
OCCASION OF REPUBLIC DAY 2017.**

Sl. No	Awarded to
1	Shri Anil Raj Rai, Additional Secretary-cum-Mission Director, RMDD
2.	Dr.Keshav Giri, Principal Chief Consultant Radiology, STNM Hospita
3.	Shri Passang Ongdi Bhutia, Joint Secretary, DOPART & PG
4.	Shri Bimal Chandra Rai, SDM, District Collector, South Sikkim
5.	Smt Sunita Pradhan, Assistant Programmer, Home Department
6.	Smt Chezang Lepcha, Sr ANM, Central Blood Bank, STNM Hospital
7.	Shri Phigu Bhutia, Sub-Inspector, Sikkim Police
8.	Shri Singhi Dathup Lachungpa, Livestock Assistant, Animal Husbandary, LF & VS Deptt.
9.	Shri Sing Dhoj Subba, Assistant Sub-Inspector, Sikkim Vigilance Police

L. D. KAZI AWARD 2015 FOR DEMOCRATIC MOMENT.

01	Shri Chandra Bahadur Rai
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2.2 Clearance to visit Protected Area Permit for Motor Biking, Research, Study, Film shooting etc.

The Section issues clearance for Motor Biking/Film Shooting/Study Research to the PAP areas in East and North Sikkim.

Motor Biking	-	602 Nos
Film Shooting	-	10 Nos
Research	-	26 Nos
RAP/PAP	-	07 Nos

2.3 GAZETTE SECTION:

Gazette Section under Confidential Section publishes all the Acts, Rules, Orders and other Government Policies notified by various Departments including Home Department in official Gazette for public information and to maintain its records. This Section has been maintaining records of Gazettes since 1975.

Total Gazettes published during the financial year 2016-17 - 625 Nos

Total Notifications issued during the financial year 2016-2017 by Home Department- 94 Nos.

2.4 SWEARING-IN CEREMONY:

Section prepares an Oath for swearing-in of Hon'ble Governor, Hon'ble Chief Minister, Hon'ble Ministers, Hon'ble Chief Justices & Hon'ble Judges of High Court. During 2016-17, Oath was administered to Hon'ble Justice Shri Satish Kumar Agnihotri, who was sworn-in as Hon'ble Judge, High Court of Sikkim on 23.05.2016. Shri Justice Satish Kumar Agnihotri was also sworn-in as Chief Justice, High Court of Sikkim on 22.09.2016.

2.5 ARMY RELATED MATTERS

The Civil Military Liaison Conference (CMLC) is held every year between army and the State Government Departments to discuss issues connected with the army and the State Government.

Proposal for holding of CMLC has been taken up. However the meeting has not been held till date due to non-receipt of agenda points from the army.

2.6 RASHTRIYA INDIAN MILITARY COLLEGE (RIMC)

Confidential Section of Home Department annually conducts Entrance Exam to the Rastriya Indian Military College (RIMC) in coordination with Rashtriya Indian Military College (RIMC), Dehradun Cantt, Uttaranchal.

During the financial year 2016-17, 37 (Thirty-Seven) number of students from Sikkim had appeared for entrance exam.

2.7 PRIVATE SECURITY AGENCIES

Home Department has framed the Sikkim Private Security Agencies Rules, 2007 under the provisions of the Private Security Agencies (Regulation) Act, 2005 (29 of 2005), which is a Central Act. The Home Department has been issuing license to run the business of Private Security Agencies in the State of Sikkim.

LICENSE ISSUED DURING THE YEAR-2016-2017

Sl. No	Date of issue	Name of Agency / Applicant	Remarks
1	02/02/2016	Shri. Ranjit Aditya Chaudhuri , M/s Premier Vigilance Pvt. Ltd., office at Arithang, Gangtok.	Renewed
2	17/02/2016	Shri. Rajeev Sharma, (Director), G4S Secure Solution India Pvt. Ltd., office at Rangpo, East Sikkim.	Renewed
3	24/10/2016	Shri V.K Srivastava, (Zonal President), Security & Intelligence Services India Ltd., office at Majhitar, Bagey Khola, Rangpo, East Sikkim.	New license
4	24/10/2016	Mrs. Jayanti Basnet (Regional Director), Orange Securitas Pvt. Ltd., office at M.P. Golai, East Sikkim.	New license
5	21/12/2016	Shri Bishnu Lall Chettri (Proprietor) , M/s Bajra Security Service Agency, office at Rorathang Bazar, East Sikkim.	New license
6	02/02/2016	Shri. Ranjit Aditya Chaudhuri , M/s Premier Vigilance Pvt. Ltd., office at Arithang, Gangtok.	Renewed
7	09/02/2017	Capt. Makar Bdr Limboo, Yakthung Manpower & Security Services Pvt. Ltd., office Deorali, East Sikkim.	Renewed
8	11/02/2017	Mrs Bindu Rai(Proprietor) M/s Morning Star Security Service, office at Maji goan, Jorethang South Sikkim.	Renewed
9	11/05/2017	Shri Dinesh Rai (Proprietor) ,M/s Repsuna Security Service Agency, office at Jorethang, South Sikkim.	New license

3.0 RAJYA SAINIK BOARD

3.1 RECRUITMENT FOR ARMED FORCES

There were only two recruitments for the year 2016 -17.

- (a) Army recruitment - April 2016
- (b) Naval recruitment - May 2016 & Sep 2016.
- (c). Total of 173 (**Army -160 and Navy - 13**) youth/students have been recruited in various units of Army and Navy. Total of **Rs 16, 24,156.00** was spent for the above recruitment rallies.

3.2 REPAIR & MAINTENANCE OF SAINIK REST HOUSES AND ZILLA SAINIK OFFICES

The Repair & Maintenance of the following Zilla Sainik Offices and Sainik Rest Houses were carried out:-

- (a) **Sainik Rest House, Singtam**- Rs 3, 00,000 was utilized for Repair & Maintenance of Sainik Rest House at Singtam during the month of July 2016.
- (b) **Sainik Rest House, Jorethang** - The Repair & Maintenance work of Sainik Rest House at Jorethang has been completed with the budget of Rs 3,60,000/-. The aim was to improve the standard of accommodation and ensure comfortable stay for ex –servicemen and families coming not only from within Sikkim but from other states.

3.3 QUARTERLY PENSION TOUR (QPT)

Total of three Quarterly Pension Tours was organized covering all parts of Sikkim. Total amount of Rs 54, 24,300 .00 was disbursed during the tour. The breakdown of the components under various welfare schemes are as under:-

(a)	WW –II veterans and WW –II widows	= Rs 44, 97,000.00
(b)	Old Age Pension (OAP)	= Rs 5, 28,600.00
(c)	Stipends	= Rs 1, 84,800.00
(d)	Death Grants	= Rs 48,000.00
(e)	Marriage Grants	= Rs 6,000.00
(f)	Financial Assistance (FA)	= Rs 60,700.00
(g)	Orphanage Grants	= Rs 52,800.00
(h)	Medical Reimbursement	= Rs 28,400.00
(j)	House Rent	= Rs 18,000.00
		Rs 54, 24,300.00

3.4 CONDUCT OF EX –SERVICEMEN RALLY

The Ex –Servicemen Rally was organized on 24th Sept. 2016 at Chintan Bhawan, Gangtok. Total of 540 ESM & Families attended the function. Maj Gen Ajay Seth, VSM was the Chief Guest for the function. Sainik Board spent Rs **3, 22,050.00** for organizing the function.

3.5 ANNUAL STOCK TAKING BOARD OF RAJYA SAINIK BOARD

The Annual Stock Taking Board of assets (Movable/Immovable) was carried out on 31 March 2017. The entire assets of Rajya Sainik Board as well as all

Zilla Sainik Boards of the Districts were physically checked for their serviceability, un-serviceability, declarations of Condemnable, Auction, repairable or losses. The upkeep & maintenance of stores have been found satisfactory.

3.6. RAJYA SAINIK BOARD GETS A NEW SAINIK REST HOUSE AT HEE GAON, WEST SIKKIM

A new Sainik Rest House has been constructed at Hee Gaon with the help of Hon'ble Minister for UD & HD, Shri N K Subba. The building has been taken over by Rajya Sainik Board w.e.f 11 Jul 2016.

3.7 ARMED FORCES FLAG DAY FUND (AFFD FUND)

The Armed Forces Flag Day was observed on 30 Nov 2016. Total of Rs **8,98,310.00** has been received from various Public/ Private Organizations including various Units/Formations under HQ 17 Mountain Division for the year 2016. The details of AFFD Fund for the last three years are as under:-

(a)	2014	-	Rs 3, 16,820.00
(b)	2015	-	Rs 8, 89,297.00
(c)	2016	-	Rs 8, 98,310.00

4.0 SIKKIM PRISONS

Introduction: The year under review commenced as usual with the continuation of correctional programs by the implementation of various vocational projects initiated during the preceding years.

4.1 Head of Office:

1. Shri Khilbarna Gurung, SPS, Sr. Superintendent of Police remained as the Head of State Prison Administration.

4.2 Retirement:

2. On retirement of Shri Kado Tshering Bhutia, Superintendent of Police/Prisons, Shri Sonam Pintso Bhutia joined as Superintendent of Police/Prisons, who also retired on superannuation on 30th April, 2017.
3. Shri Tashi Zangpo Bhutia, Superintendent of Police replaced Shri Sonam Pintso Bhutia on his retirement.

4.3 Promotions/Retirements

The State Government was pleased to promote the following seven senior Head Warders to the rank of Assistant Sub-Jailer thereby filling up the entire 7(seven) vacant posts of Assistant Sub Jailers:

1. Shri Pradeep Pradhan
2. Shri Suk Bir Sunar
3. Shri John Singh Lepcha
4. Shri Bhim Bahadur Rai
5. Shri Thendup Dorjee Bhutia
6. Shri Wangyal Bhutia
7. Shri Kalay Bhutia

Out of these seven promotes, the following four officers retired on attaining superannuation during the same year. The vacant posts are being filled up:

1. Shri Pradeep Pradhan
2. Shri Suk Bir Sunar
3. Shri John Singh Lepcha
4. Shri Bhim Bahadur Rai

4.4 Premature Release of Life convicts

During the period under review, Sikkim Prison Administration initiated the process for premature release of 10(ten) life convicts under the provision of Section 432/433 A Criminal Procedure Code, 1973 who had undergone 15-20 years of sentence in prison. The process initiated on lifting of blanket restrictions by the Hon'ble Supreme Court of India in W.P(Crl) No. 48 of 2014, Union of India-vs-V.Sriharan @ Murugan & Ors and on filing of petition before Sikkim State Human Rights Commission by the life convicts. Their cases have been placed before the State Sentence Review Board headed by the Addl. Chief Secretary/Home Secretary as Chairman.

4.5 Vocational programs:

As usual the convicts are provided with training in following vocational programs with an objective of reformation, rehabilitation and re-integration back to the society.

- (1) Carpentry
- (2) Traditional wood carving & decorative crafts
- (3) Bamboo Craft

- (4) Envelope making
- (5) Organic farming
- (6) Bakery & Confectionery
- (7) Mushroom Farming
- (8) Dairy Farming
- (9) Orchid Farming
- (10) Piggery/Goatery

4.6 Staff Position: Central Prison

Sl. No	Designation	Sanctioned strength	Present strength	Vacancy	Remarks
1.	Sr.S.P/DIGP	-	1	-	-
2.	Supdt of Police	-	1	-	-
3	Asstt. Supdt of Jail /Jailer	1	1	-	-
4.	Sub Jailer	3	1	2	-
65	Asst Sub Jailer	5	5	-	-
7	Head Warder	9	12	-	
8	Warder	55	31	24	
9	Warder Driver	3	5		
10	Ministerial staff	-	2		
11	Accounts staff	-	1		
12	Follower	1	1		
13	HGs		1		
14	Cooks (Regular)		2		
15	Cooks on M.R		2		

District Prison, Namchi

Sl.No	Designation	Sanctioned strength	Present strength	Vacancy	Remarks
1.	Superintendent (DSP)	1	1	-	-
2	Asst. Supdt of Jail /Jailer	1	1	-	-
3.	Sub Jailer	2	-	2	-
4	Asst Sub Jailer	2	-	2	
5	Head Warder	2	3		
6	Warder	19	17	2	
7	Warder Driver	5	-	5	
8	Ministerial staff	2	2		
9	Accounts staff	1	1		
10	HGs		3		
11	Staff on consolidated salary		5		

Number of prisoners:

Prison	Convicts		Under trials		Total (Convicts+UTPs)	
	1.1.16	31.12.16	1.1.16	31.12.16	1.1.16	31.12.16
Central Prison, Rongyek	111	128	69	105	180	233
District Prison, Namchi	----	----	71	91	71	91
Total	111	128	140	196	251	334

Custodial death cases:

No custodial death occurred during the period under review.

4.7 Counselling program

Under the aegis of the Hon'ble Chairperson, Sikkim State Legal Services Authority and the Hon'ble Judge, High Court of Sikkim, 90 days counselling program for all those accused persons arrested under SAD Act, NDPS Act and other Drugs laws have begun from October, 2016 in prison. The counselling program is continued till date.

4.8 Best practices:

1. The prisoners are allowed to consume the cooked food brought by their visitors during the interview.
2. The convicts earning wages through various vocational units are allowed to receive the canteen items and also remit to their families through banks or Money Order or on their visit to prison.
3. During festivals the prisoners are allowed to meet their parents and enjoy the food brought by them together in an open space inside the prison premises. This is done with a view to maintain close proximity of the prisoners with their family members.
4. All prisoners are represented either by their private counsel or lawyers appointed by the State Legal Services Authority. They have the option of counsels of their choice. At any point of denial / withdrawal by private counsel they are immediately replaced with legal aid counsel of their choice.

5. Their appeals are filed to the High Court and Supreme Court within the stipulated period and their status is updated.
6. All prisoners on lock out in the morning are required to sing national anthem.

5.0 PROTOCOL DIVISION

The Protocol Division of Home Department is responsible for the protocol arrangement in connection with the visit of dignitaries and State functions. The Protocol Division in the Home Department is headed by the Secretary, Protocol. The Secretary, Protocol is assisted by Additional Secretary, Joint Secretary, Under Secretary, Protocol Officer and other staff. There is also Assistant Engineer (Mechanical), Junior Engineer (Mechanical) and Foreman under Protocol division to take care of the maintenance of Protocol vehicles. The Special Secretary (Confidential) is designated as the State Protocol Officer.

The Protocol division has been entrusted with the following responsibilities:-

1. Making arrangements for State Guests, VVIPs and visiting State/National/International dignitaries.
2. Making arrangements for conducting Swearing-in-ceremony of Governor, Chief Minister, Council of Ministers, Chief Justice and Judges of Sikkim High Court.
3. Liaison with other sister states, Ministries in the Central Government, Defence Authorities, other Central Government Agencies and the District Administration.
4. Booking and issue of Booking slips in the New Sikkim House, Sewa Bhawan, D.K.K. Bhawan in New Delhi, Sikkim House at Guwahati and Circuit House at Gangtok.
5. Issuance/release of Emergency quota for Railway of various routes from NJP to other important destination.
6. Issue of Route Permit for Government Vehicles proceeding outside the State.
7. Observance of Warrant of Precedence in State/National functions.
8. Management of vehicles attached to Council of Minister, Advisors to HCM and Protocol vehicles of Home Department.
9. Preparation of Mailing List of VIPs, Secretaries/HODs and Officers of the Government of Sikkim/Central Government based in the State of Sikkim.
10. Issuance of Identity Cards to Government servants.
11. Organization/Conduction of National functions like Republic Day, Independence Day, Gandhi Jayanti and other State functions.
12. Management of administration and housekeeping of State Guest House, Circuit House and Chintan Bhawan.

13. Reallocation of vehicles surrendered to the Home Department by the officers availing Conveyance allowance facilities.
14. Detailment of Protocol vehicles for official duties to various Departments/Organizations on self payment basis.
15. Issue of vehicle pass for entry into New Secretariat, Development Area.
16. Allotment of double digit vehicle registration numbers.
17. Release of Nathula permit quota for Government guests.

5.1 Protocol Manual –

In order to ensure proper and uniform standard of arrangements for National and State functions, visit of dignitaries, Swearing-in-Ceremonies, death of high dignitaries etc. A Protocol Manual has been prepared which will work as guide book for smooth and speedy action in discharging the protocol arrangements. The manual outlines the protocol set-up in the State, courtesies to be shown to visiting dignitaries, protocol for visiting national, foreign and State dignitaries, procedure to be followed for all the National and State functions, procedure for swearing-in-ceremonies, standard forms of oath & Notifications including extracts of the Flag Code of India etc

5.2 Hospitality / Protocol to State Guests and other guests

The Protocol Division received and successfully extended hospitality to the VVIPs /VIPs including foreign dignitaries during the period of 1.04.2016 to 31.03.2017. The details are as under:-

Sl.No.	NAME OF GUESTS	W.E.F.
1.	Visit of Shri Ram Shanker Katheria, Minister of State, Commerce & Industries	7/4/2016 to 8/4/2016
2.	Visit of Hon'ble Mr. Justice Deepak Gupta, Hon'ble Chief Justice, High Court of Tripura to Sikkim	9/4/2016 to 16/4/2016
3.	Visit of Smt Nirmala Seetharaman, Hon'ble Union Minister of State, Commerce & Industries	9/4/2016 to 11/4/2016
4.	Visit of Hon'ble Justice Surendra Kumar, Judicial Member, New Delhi	16/4/2016 to 22/4/2016
5.	Visit of Hon'ble Dr. Deepak Sawant, Minister for Health, Government of Maharashtra	17/4/2016
6.	Visit of Shri Hon'ble Mr. Justice Adarsh Kr. Goel, Judge, Supreme Court of India	20/5/2016 to 25/5/2016
7.	Study visit of the Parliamentary Standing Committee on Science & Technology	20/5/2016 to 22/5/2016

8.	Visit of Shri Col. Raghuram Rathore, Hon'ble Minister of State for Information	29/5/2016 to 31/5/2016
9.	Visit of Shri Jual Oram, Hon'ble Minister of Tribal Affairs	29/5/2016 to 31/5/2016
10.	Visit of Shri R.Ravindra, Ambassador of India to Libya	1/6/2016 to 3/6/2016
11.	Study visit of the Parliamentary Standing Committee on Food Conservation Affairs and Public Distribution	3/6/2016 to 6/6/2016
12.	Study visit of Parliamentary Standing Committee on Water Resource	5/6/2016 & 6/6/2016
13.	Study visit of the Parliamentary Standing Committee on Welfare of other Backward Classes	14/6/2016 to 18/6/2016
14.	Visit of Hon'ble Minister Excise & Taxation, Himachal Pradesh, Shimla	16/6/2016 & 17/6/2016
15.	Visit of Second Sub-Committee of the Committee of Parliament on Official Language	18/6/2016 to 20/6/2016
16.	Study visit of the Parliamentary Standing Committee on Coal and Steel	19/6/2016 to 21/6/2016
17.	Visit of Shri Kanwar Pal, Hon'ble Speaker Haryana Legislative Assembly	22/6/2016 to 26/6/2016
18.	Visit of Hon'ble Union Minister of HRDD Smt. Smriti Zubin Irani	24/6/2016 to 26/6/2016
19.	Visit of Union Minister of Tribal Affairs and Hon'ble Minister of State Information and Broadcasting	30/6/2016
20.	Visit of Shri Jayant Sinha, Hon'ble Union Minister of State for Finance	1/7/2016 to 4/7/2016
21.	Visit of Hon'ble Justice Anil R. Deve, Judge, Supreme Court of India	9/9/16 to 12/9/16
22.	Visit of Hon'ble Justice Jagdish Singh Khahar and Hon'ble Justice Madan B. Lokur, Judge, Supreme Court of India	8/10/16 to 16/10/16
23.	Visit of Shri Ramchandra, Hon'ble Speaker, Tripura, Legislative Assembly	14/10/16 to 18/10/16
24.	Study Visit of the Parliamentary Standing Committee on Chemical & Fertilizer	3/11/16 to 6/11/16
25.	Visit of Shri P.B. Acharya, Hon'ble Governor of Nagaland	2/11/16 to 5/11/16
26.	Visit of Hon'ble Minister Shri Kiran Rijju, Minister of State, Home	10/11/16 to 12/11/16
27.	Visit of Shri Ram Kripal Yadav, Hon'ble	19/12/16 to 22/12/16

	Minister for State for Rural Development, GOI	
28.	Visit of Shri Purushotam Das Rupala, Hon'ble Union Minister of State for Agrigulture, Farmer Welfare and Panchayat	6/03/2017 to 7/03/2017
29.	Visit of Dr. Harsh Vardan, Hon'ble Union Minister, Science & Technology, GOI	29/12/16 to 1/1/17
30.	Visit of Shri Randhir Kr. Singh, Hon'ble Minister, Agriculture, Animal Husbandry, Cooperation Department, Jharkhand	31/12/16 to 3/1/17
31.	Visit of Shri Suresh Prabhakar, Hon'ble Minister for Railways	21/1/17 to 22/1/17
32.	Vist of Shri M.J. Akbar, Hon'ble Minister of State for External Affairs, GOI	13/1/17 to 15/1/17
33.	Visit of Shri Birender Singh, Hon'ble Union Minister for Steel, GOI	2/3/17 to 3/3/17
34.	Visit of Shri Purshotam Rupala, Hon'ble Minister of State for Agriculture and Farmer Welfare and Panchayat	6/3/17 to 7/3/17
35.	Visit of Shri Abdul Haq Khan, Hon'ble Minister for Rural Development and Panchayat, Govt of Jammu and Kamishir	12/3/17 to 15/3/17

5.3 National and State Functions

The Protocol Division is mainly involved in co-ordination and organization for the celebration/observance of National and State functions, such as the Republic Day, Independence Day, State Day, Gandhi Jayanti, Rashtriya Sankalap Diwas and Birth Anniversary of Sardar Patel. All such functions have been successfully organized and completed, often with appreciation from all corners.

5.4 New Sikkim House, Sewa Bhawan and D.K.K. Bhawan, New Delhi and Sikkim House, Guwahati.

The bookings for New Sikkim House, Sewa Bhawan, D.K.K. Bhawan and Sikkim House, Guwahati are made from Protocol division and are regulated by Notification No. 01/Home/Protocol/09 dated 21.08.2009, No. 123/Home/2010 dated 4.11.2010 and No. 3/Home/Protocol/2011 dated 7.12.2011. The booking for New Sikkim House, New Delhi has been made online since 2004 and Sikkim House, Guwahati since 22nd January, 2012 and is regulated vide Notification No. 3/Home/2011 dated 7th Dec. 2011.

Revenue realized on account of room rents from the following Guest House/Bhawan

Sl. No.	Name of the Guest House/Bhawan	Revenue collected
1	Old Sikkim House, New Delhi	Rs.13,54,400/-
2	New Sikkim House, New Delhi	Rs. 40,97,550/-
3	Sewa Bhawan, New Delhi	Rs. 30,00,850/-
4	Sikkim House, Guwahati	Rs. 6,81,212/-
5	DKK Bhawan, New Delhi	Rs.14,42,810/-

5.5 TRANSPORT

The Protocol Section manages vehicles attached to the Chief Minister's Office, Council of Ministers, Chief Administrator, Chief Secretary, Officers of Home Department and all Protocol vehicles are also provided to Departmental Guests on payment basis.

a) Revenue realized on account of hire charges of Protocol vehicles.

Year	Revenue collected
2016-2017	Rs.8,43,370/-

b) Revenue received from user charges of Govt. vehicle outside the State on private purpose.

Year	Revenue collected
2016-2017	Rs.6,25,000/-

5.6 CIRCUIT HOUSE AND CHINTAN BHAWAN

The Protocol Division also looks after Circuit House and Chintan Bhawan which is under the Home Department. The Circuit House is under the charge of Senior Controller, Household Affairs who also looks after the catering service. The booking for the Circuit House is done from Protocol Section. However, after the 18th September, 2011 earthquake, booking in State Guest House has been discontinued since some of the Ministers' offices have been shifted at the State Guest House.

Revenue realized on account of hiring charges of room rents.

Year	Revenue deposited
2016-2017	Rs. 10,49,300/-

The Chintan Bhawan is under the charge of Deputy Director. The permission for use of Chintan Bhawan is issued on payment basis. The official functions and important meetings of the State Government are held at Chintan Bhawan. Other Departments, PSUs and NGOs can also use the Bhawan with permission of the Home Department. During the financial year under report, 56 numbers of meetings were held at Chintan Bhawan.

Revenue realized on account of hire charges of Chintan Bhawan

Year	Revenue collected
2016-2017	Rs. 17,33,500/-

5.7. ISSUE OF IDENTITY CARDS

With a view to facilitate the issue of ID Cards to various categories of VIPs/Officers/Officials, computerized ID Cards having different color stripes has been introduced with effect from 21st June, 2016 as under:-

1. Blue Strip - To all State Government Employees
2. Yellow strip - To all temporary establishment employees (mainly Workcharge, Adhoc, Contract and Co-terminus)
3. Green strip - To all VIPs, Chairmen, Chairpersons, Advisors, Members of Commissions/Boards/Organisations etc.
4. Brown strip - To all Retired State Government Employees.

The details of ID card, printed, corrected and distributed to Govt. Employees during 2016-2017 is as under:

a. Total ID Card printed	-	3615
b. Correction	-	2001
c. Distributed	-	3570
d. Fresh ID Card	-	1614

Year	Revenue collected
2016-17	Rs. 1,78,500/-

5.8 RAILWAY EMERGENCY QUOTA

The Protocol Section of the Home Department issues Railway Emergency Quota to VIPs/Officials travelling on official purposes and to patients on submission of referral certificate issued from Medical Board, Govt. of Sikkim. This emergency quota is issued 48 hours prior to the date of journey. The Railway Emergency Quota is issued in the following trains:

Sl. No.	Train	Quota
1	Rajdhani Express	2 seats
2	Brahamaputra Express	4 seats
3	North East Express	2 seats
4	Mahananda Express	4 seats
5	Darjeeling Mail	2 seats
6	TVC Express	4 seats
7	Cochin Express	2 seats
8	SBC Express	2 seats
9	Dadar Express	2 seats
10	Lohit Express	2 seats

During the financial year 2016-2017 the Protocol Section has issued 1000 railway tickets from the quota of Home Department.

5.9. NATHULA PASS

The Protocol Section releases quota for permit / pass to visit Nathula to the Government guests except on Monday and Tuesday. During the period 2016-2017, quota for 84 passes were issued for the State Guests and Home Department's guest to visit Nathula.

6.0. SIKKIM HOUSE, NEW DELHI

The Office of the Principal Resident Commissioner, Sikkim House, New Delhi represents the State Government of Sikkim in the capital of the Country. It works as the nodal agency for co-ordination between the Central and State Government and undertakes multifarious other activities as well. The office also oversees the functioning of five (05) Guest Houses in Delhi in terms of infrastructure, maintenance, personnel and financial matters. These are:-

1. Old Sikkim House (12 Panchsheel Marg, Chanakyapuri)
2. New Sikkim House, (14, Panchsheel Marg, Chanakyapuri)
3. Sewa Bhawan (L-12, South Extension, Part-II)
4. Denzong Kunga Khangsang (DKK Bhawan, V-15, Green Park)
5. Guest House (X-13, HauzKhas)

The Office of the Principal Resident Commissioner has carried out number of qualitative works in the following houses during 2016-17.

6.1 OLD SIKKIM HOUSE:

Old Sikkim House provides accommodation facilities to all the VVIPs and VIPs visiting Delhi. In order to do so effectively, the office of the Principal

Resident Commissioner has brought about various alterations and additions in the said House. Some of the works undertaken are as under:-

- a. Repair and renovation of top floor office.
- b. Repair of main kitchen.
- c. Repair and renovation of dining hall and ceiling of kitchen.
- d. Repair and renovation of room no. 202.
- e. Providing and fixing floor tiles at kitchen.
- f. Painting work done at RC Office building and providing and fixing C.I pipe for rain water at terrace.
- g. Providing and fixing barbed wire fencing at outside garden.
- h. Providing and fixing brick tiles and garden lights at inside garden.
- i. Revamping of garden and supply of plants, manure, seeds/seedlings.

6.2 NEW SIKKIM HOUSE:

New Sikkim House serves as a Guest House for the Officers and general public of Sikkim. This Guest House has undergone the following improvements:

1. Repair of kitchen.
2. Repair of round pony wall.
3. Repair of boundary wall.
4. Repair and painting work done at corridor of IVth floor.
5. Repair and renovation of fourth floor office.
6. Providing and fixing barbed wire fencing at outside garden.

6.3 SEWA BHAWAN,L-12,SOUTH EXTENSION PART-II:

Sewa Bhawan serves as a Guest House for the Officers and general public of Sikkim. The following qualitative works were carried out during the year 2016-17, for which details are as under:-

- a. Repair of kitchen.
- b. Providing and fixing iron for water tank at terrace.
- c. Repair and renovation of room No.401 & 402.
- d. Providing and fixing vitrified tiles at room No. 401 & 402.
- e. Repair of terrace.
- f. Supply of PVC at terrace.
- g. Repair and renovation of staff kitchen.
- h. Providing and fixing floor tiles at store room at top floor.

6.4 Denzong Kunga Khangsang (DKK Bhawan), Patient Guest House, Green Park:

DKK Bhawan exclusively provides accommodation for medical patients (along with their attendants) referred from Sikkim for treatment in different Government/Private hospitals in Delhi. Keeping in view the requirement to provide them with the best facilities, the following qualitative works were carried out in 2016-17:

Providing and fixing locker and cupboard in all kitchen and painting of staircase area, hall kitchen and all new cupboards.

6.5 Old Patient Guest House, X-13, Hauz Khas:

Presently, the building is not operational as it requires major repair work. A tentative estimate was prepared by Sikkim House and forwarded to Home Department, Government of Sikkim for renovating this building so that it can be appropriately used.

7.0 ACCOUNTS SECTION

Statement showing the receipts realised during the financial year 2016-17

Sl No.	Head/Sub-Head/Detailed heads of Development	2014-15 Achieved	Budget Estimated 2015-16		Budget Estimated 2016-17	
			Target	Achieved	Target	Achieved
			1	2	3	4
1	0070-Other Administrative services 60-Other Services 114- Receipts from Motor Garages etc. (Home) Hire of Govt. Vehicles	18.22	15.52	17.47	15.52	22.59
2	115- Receipts from Guest House, Govt. Hostels etc., Room rent of Sikkim House, New Delhi	121.28	84.67	171.35	84.67	168.42
3	800 - Other Receipts 03- Other Receipts (subscription of Govt. Gazette, Hire of Chintan Bhawan, other misc. Receipts etc.)	13.51	23.71	47.94	23.71	33.81
	TOTAL	153.01	123.9	236.76	123.9	224.82

8.0 SIKKIM VIGILANCE POLICE

1. The Sikkim Vigilance Police was established under the Sikkim Vigilance Police Act, 1978 which came into force w.e.f. October, 1978. The Purpose of the Government in creating the SVPF was to ensure an effective investigation of corruption cases both under the IPC and Prevention of Corruption Act.
2. **Functions:** The Sikkim Vigilance Police is charged with the registration and investigation of the criminal offences primarily relating to corruption etc. and also recommending departmental action against Government Servants involved in such offences. Since 2001 a Pamphlet Cell has also been established under the Vigilance Directorate for detecting unregistered magazines/newspapers and Anonymous/Pseudonymous letters/Complaints/Leaflets and taking action according to law.
3. **Staff Strength:** Sikkim Vigilance Police has a sanctioned strength of 125 officers and staff which include 1 Director of the rank of IGP or above, 1-DIGP, 1-SP, 1-ASP, 6-Dy. SPs, 11-PIs, 1-DE, 1-AE, 1-AD (Computer) and 87 other executive staff and 13 Accounts & Ministerial staff. This include 32 new posts created in 2006-07 for strengthening the vigilance machinery, setting up of a proper Engineering Cell and Special Unit. A Vigilance Sub-Office has also been established at Jorethang since April, 2007 comprising of 02 HCs to take care of the urgent public complaints, collect anti-corruption information in r/o South and West Districts and attend to persecution matters in the courts there.
4. **Budgets Provision & Expenditure:** The total budget provision for the year 2016-17 was Rs **707.82** lakhs under salaries, Rs **10.00** lakhs under TE, Rs **37.00** lakhs under OE and Rs **5.60** lakhs under SSF. Expenditure till 31.03.2017 is Rs **624.44** lakhs under salaries, Rs **10.00** lakhs under TE, Rs **37.00** lakhs under OE and Rs **5.60** lakhs under SSF; Surrendered Rs **83.38** lakhs.
5. **Crime Statistics :** The statement of cases registered under the PC Act and IPC including cases under trial and their disposal for year 2015-16 is enclosed at Annexure-I.

6. **Training:** In the year 2016-17, following officers of Vigilance attended the training outside the State.

Sl No.	Name and Rank	Training
1	ASP Sonam Doma Bhutia and ASP Gegee N. Namchanhcorpa	Investigation of Disproportionate Assets & Trap Case w.e.f. 30.05.2016 to 03.06.2016 at CBI, Ghaziabad.
2	ASP Sonam Doma Bhutia and ASP Gegee N. Namchanhcorpa	Trg. Programme on Disaster Management and Human Trafficking at NIBM, New Delhi.

8.1 Awards:

ASI Singh Dhoj Subba of Vigilance was awarded the Meritorious Service Award on the occasion of Republic Day, 2017 at Gangtok.

ANNEXURE-I

**CRIME STATEMENT OF CASES REGISTERED UNDER THE
PREVENTION OF CORRUPTION ACT AND RELATED
SECTION OF I.P.C. UPTO 31.03.2017.**

Sl No.	Particulars	2015-2016	2016-2017
1	No. of cases registered	10	04
2	Pending Investigation from previous year	59	66
3	Total Number of cases for Investigation during the year	69	70
4	Charge sheet laid during the year	03	01
5	Final Report submitted during the year	-	01
6	Pending Investigation at the end of the year	66	68
7	No. of cases under trial during the year	14	11
8	No. of cases convicted during the year	-	02
9	No. of cases acquitted/discharge during the year	-	01
10	No. of cases recommendation for Departmental action.	-	-
11	No. of arrests made during the year	-	66
