



**LAI AUTONOMOUS DISTRICT COUNCIL**  
**EDUCATION & HUMAN RESOURCES DEPARTMENT**

**RTI-PROCTIVE DISCLOSURE**

**1. INTRODUCTION:**

The Pawi–Lakher Regional Council was constituted under the provision of the sixth scheduled to the Constitution of India. In 1972, Pawi-Lakher Regional Council was trifurcate into 3- Autonomous District Council namely-Lai. Mara and Chakma Autonomous District Council. All the Educational institutions including Elementary Education were still under the Government of Mizoram. However, G.N. Chetterji, Secretary to the Government of Mizoram, Education & Social Welfare Department by issuing notification No.EPS 4/74/54 the 9<sup>th</sup> September,1975 handover all the existing L.P Schools (Primary School) and teachers subject to the condition that terms and conditions as layout to be strictly followed by the Lai Autonomous District Council.

Following handover of the Elementary Education –Primary level, the Executive Member i/c Education of the Lai Autonomous District Council is assigned or delegated to look after Education Department as a separate and distinctive department. Government of Mizoram issued further entrustment of functions to the Autonomous District Councils in Mizoram under Sub-Paragraph(2) of Paragraph 6 of the sixth schedule, Notification No.B.17012/3/92-DCA dated 22<sup>nd</sup> September 1993 that has empower the District Council to have complete authority over the primary level of elementary education.

At present, there are 109 Primary Schools under the Education and Human Resources Department (P/S). All the Elementary Private Schools and Schools managed by NGO,s, Churches under the jurisdiction of Lai Autonomous Council are directly or indirectly governed or regulated by the Department or the Autonomous District Council.

## **2.ORGANISATION, FUNCTION & DUTIES OF THE DEPARTMENT:**

Education and Human Resources Department (P/S) is one of the earliest distinctive departments under Lai Autonomous District Council. It look after primary schools level of elementary education within Lai Autonomous District Council. The Executive Member i/c Education (P/S) is the overall in-charge of the Department. He makes decisions or approvals of any matters concerned with the department in the best interest of the executive committee. The Elementary Education Officer is the Head of the Department at the bureaucratic level. He or she is responsible for all the office works and management of employees under the department.

The administrative functions and duties of the department concerning with schools administration and function is done through issuance of notifications, orders, circulars etc. The Officers especially Circle Education Officer from time to time visits and inspects school to makes sure that students get proper education and facilities as required by NEP.

Construction of new building, repairs of schools, school furniture were done according to the availabilities of fund received by the department. Teaching aids, teaching equipments, school stationaries were routinely supplied by the department. In-service teachers training is often organised by the department to motivate and encourage teachers in their professions.

Teachers' recruitment, transfer & posting of teachers, school administration, controlling and disciplining of teachers is the sole responsibility of the department. The Departmental Promotion Committee constituted under the department recommends eligible candidates for appointment to teachers, confirmation of teachers, promotion to higher grade or promotion to Headmaster.

## **3. THE POWER AND DUTIES OF OFFICERS AND EMPLOYEES**

### **Elementary Education Officer (E.E.O):**

Elementary Education Officer is the Head of the department. He or she is the controlling and supervising officer of the department. Elementary Education Officer (EEO) is the competent authority for granting of leaves to Headmaster, teachers and staff under Education Department. All official works are looks after by him/her and is responsible for smooth and efficient functioning of the department. His/her most important role is to makes sure that best decisions are made by the executive member

i/c Education Department. He/she has the obligation to deliver what is decided by the executive committee for uplifting of elementary education.

**Deputy Elementary Education Officer (D.E.E.O):**

Deputy Elementary (DEEO) is second in rank in the department. As a subordinates officer his/her main role is assisting EEO in executing or implementing department day to day works. Presently he is entrusted to looks after school administration and school stationaries. He/she took EEO charge in the absent of EEO.

**Circle Education Officer (C.E.O):** Circle Education Officer main role in the department is to do inspection and find out lapses in teaching and school management as a whole. He/ She make reports and suggestions base on his/her inspections and submitted to higher for further actions. As a kind of a field officer, whenever the department need to do Spot Inspection and verification, the Circle Education Officer is normally entrusted to do the job. He/ She is often a link between schools and administrative authority.

**Accounts Officer (A.O):** Accounts Officer is the supervising Officer of the Accounts Wing of the Department. He/She is responsible for all the Finance and Accounts matters of the department.

**Assistant** : The Assistant is designate as a sectional Officer. He/She guides and supervises all the dealing assistants in their respective files work assigned to them.

**Dealing Assistants (Upper Division Clerk (UDC)/Lower Division Clerk (LDC)) :** All the files work are distributed to UDC's and LDC's according to their expected abilities. They are the first employees processing files of any kinds. They make notes and suggestions in the note-sheet and prepares draft as advised and ordered by the competent authority. They are the main workers in the department.

**Computer Operator** : All the official letters that needs to be made or printed are done by the Computer Operator.

#### **4. THE PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS**

All correspondent letters or matters concerned with the department are settle in the following ways- First, paper under considerations are process by the dealing

assistants according to the content or subject matters. He/ She summarize or made suggestions and then the Assistant complements or added some more ideas in the notesheet of the file and then put up to the Deputy Elementary Education Officer for information or decision. The Deputy Elementary Education Officer then if requires briefly summarizes the matter and put up or endorse to Elementary Education Officer for decision or approval. According to the degree of sensitivity or importance of the subjects Elementary Education Officer put up file for final decision or approval to Executive Member i/c P/S or Chief Executive Member. This is the department normal process for making decision.

## **5. BRIEF STATISTICS OF PRIMARY SCHOOLS UNDER LADC**

### **STATISTICS - 2022**

#### **1. List of Primary School under LADC**

<b>S/No</b>	<b>Name of School</b>	<b>Location</b>	<b>Circle</b>
1	Lungzarhtum P/S-I	Lungzarhtum	<b>Eastern Circle</b>
2	Lungzarhtum P/S-II	Lungzarhtum	<b>Eastern Circle</b>
3	Bualpui 'NG' P/S-I	Bualpui 'NG	<b>Eastern Circle</b>
4	Bualpui 'NG' P/S-II	Bualpui 'NG'	<b>Eastern Circle</b>
5	Bualpui 'NG' P/S-III	Bualpui 'NG'	<b>Eastern Circle</b>
6	Bualpui 'NG' P/S-IV	Bualpui 'NG'	<b>Eastern Circle</b>
7	Siachangkawn P/S-I	Siachangkawn	<b>Eastern Circle</b>
8	Siachangkawn P/S-II	Siachangkawn	<b>Eastern Circle</b>
9	Vawmbuk P/S-I	Vawmbuk	<b>Eastern Circle</b>
10	Vawmbuk P/S-II	Vawmbuk	<b>Eastern Circle</b>
11	Vawmbuk P/S-III	Vawmbuk	<b>Eastern Circle</b>
12	Archhuang P/S-I	Archhuang	<b>Eastern Circle</b>
13	Archhuang P/S-II	Archhuang	<b>Eastern Circle</b>
14	Tialdawngilung P/S	Tialdawngilung	<b>Eastern Circle</b>
15	Lungpher P/S-I	Lungpher	<b>Eastern Circle</b>
16	Lungpher P/S-II	Lungpher	<b>Eastern Circle</b>
17	Lungpher P/S-III	Lungpher	<b>Eastern Circle</b>
18	Rawlbuk P/S-I	Rawlbuk	<b>Eastern Circle</b>
19	Rawlbuk P/S-II	Rawlbuk	<b>Eastern Circle</b>
20	Lungtian P/S-I	Lungtian	<b>Eastern Circle</b>
21	Lungtian P/S-II	Lungtian	<b>Eastern Circle</b>
22	Lungtian P/S-III	Lungtian	<b>Eastern Circle</b>
23	Vartek P/S	Vartek	<b>Eastern Circle</b>
24	Vartek kai P/S	Vartek kai	<b>Eastern Circle</b>
25	Cheural P/S-I	Cheural	<b>Eastern Circle</b>
26	Cheural P/S-II	Cheural	<b>Eastern Circle</b>
27	Cheural P/S-III	Cheural	<b>Eastern Circle</b>
28	Sangau-I P/S-I	Sangau-I	<b>Eastern Circle</b>

29	Sangau-I P/S-II	Sangau-I	<b>Eastern Circle</b>
30	Sangau-II P/S-I	Sangau-II	<b>Eastern Circle</b>
31	Sangau-II P/S-II	Sangau-II	<b>Eastern Circle</b>
32	Sangau-II P/S-III	Sangau-II	<b>Eastern Circle</b>
33	Sentetfiang P/S	Sentetfiang	<b>Eastern Circle</b>
34	Thaltlang P/S	Thaltlang	<b>Eastern Circle</b>
35	Pangkhoa P/S-I	Pangkhoa	<b>Eastern Circle</b>
36	Pangkhoa P/S-II	Pangkhoa	<b>Eastern Circle</b>
37	Chawnhu P/S	Chawnhu	<b>Central Circle</b>
38	College Veng P/S-I	College Veng	<b>Central Circle</b>
39	College Veng P/S-II	College Veng	<b>Central Circle</b>
40	Lawngtlai-IV P/S-I	Lawngtlai-IV	<b>Central Circle</b>
41	Lawngtlai-IV P/S-II	Lawngtlai-IV	<b>Central Circle</b>
42	Chandmary-II P/S	Chandmary-II	<b>Central Circle</b>
43	Bazar P/S	Bazar P/S	<b>Central Circle</b>
44	Council Veng P/S-I	Council Veng	<b>Central Circle</b>
45	H. Lianbawia Memorial P/S	Council Veng	<b>Central Circle</b>
46	Model English School P/S	Vengpui	<b>Central Circle</b>
47	Lawngtlai-I P/S	Lawngtlai-I	<b>Central Circle</b>
48	Lawngtlai-III P/S	Lawngtlai-III	<b>Central Circle</b>
49	Electric Veng P/S	Electric Veng	<b>Central Circle</b>
50	AOC P/S-I	AOC	<b>Central Circle</b>
51	AOC P/S-II	AOC	<b>Central Circle</b>
52	Thingkah P/S-I	Thingkah	<b>Central Circle</b>
53	Thingkah P/S-II	Thingkah	<b>Central Circle</b>
54	Saikah 'U' P/S	Saikah 'U'	<b>Central Circle</b>
55	Saikah 'L' P/S	Saikah 'L'	<b>Central Circle</b>
56	Chawntlangpui P/S	Chawntlangpui	<b>Central Circle</b>
57	Sihtlangpui P/S	Sihtlangpui	<b>Central Circle</b>
58	Kawlchaw 'W' P/S	Kawlchaw 'W'	<b>Central Circle</b>
59	Paithar P/S-I	Paithar	<b>Central Circle</b>
60	Paithar P/S-II	Paithar	<b>Central Circle</b>
61	R. Vanhne P/S	R. Vanhne	<b>Central Circle</b>
62	Rulkual P/S-I	Rulkual	<b>Central Circle</b>
63	Rulkual P/S-II	Rulkual	<b>Central Circle</b>
64	Saizawh 'E' P/S	Saizawh	<b>Central Circle</b>
65	Mampui P/S-I	Mampui	<b>Central Circle</b>
66	Mampui P/S-II	Mampui	<b>Central Circle</b>
67	Ngengpuikai P/S	Ngengpuikai	<b>Western Circle</b>
68	Diltlang P/S-I	Diltlang	<b>Western Circle</b>
69	Diltlang P/S-II	Diltlang	<b>Western Circle</b>
70	Chawngtelui P/S	Chawngtelui	<b>Western Circle</b>
71	Mualbu 'L' P/S	Mualbu 'L'	<b>Western Circle</b>
72	Hmunlai P/S-I	Hmunlai	<b>Western Circle</b>
73	Hmunlai P/S-II	Hmunlai	<b>Western Circle</b>
74	Chawngte 'P' P/S-I	Chawngte 'P'	<b>Western Circle</b>
75	Chawngte 'P' P/S-II	Chawngte 'P'	<b>Western Circle</b>
76	Tuikhurlui P/S	Tuikhurlui	<b>Western Circle</b>
77	Sumsilui P/S	Sumsilui	<b>Western Circle</b>

78	Sakeilui-I P/S	Sakeilui-I	Western Circle
79	Jognasury P/S	Jognasury	Western Circle
80	Karlui-I P/S	Karlui-I	Western Circle
81	Damlui P/S	Damlui	Western Circle
82	Hmunnuam P/S	Hmunnuam	Western Circle
83	Bungtlang 'S' P/S-I	Bungtlang 'S'	Western Circle
84	Bungtlang 'S' P/S-II	Bungtlang 'S'	Western Circle
85	Ngengpuitlang P/S	Ngengpuitlang	Western Circle
86	Tuithumhnar P/S	Tuithumhnar	Western Circle
87	Hmawngbu P/S	Hmawngbu	Western Circle
88	Sabualtlang P/S	Sabualtlang	Western Circle
89	Kawrthindeng P/S	Kawrthindeng	Western Circle
90	Darnamtlang P/S	Darnamtlang	Western Circle
91	Lunghauka P/S	Lunghauka	Western Circle
92	Zochachhuah P/S	Zochachhuah	Western Circle
93	T. Dumzau P/S	T. Dumzau	Western Circle
94	Dumzautlang P/S	Dumzautlang	Western Circle
95	M. Kawnpui P/S	M. Kawnpui	Western Circle
96	Saibawh P/S	Saibawh	Western Circle
97	Nghalimlui P/S	Nghalimlui	Western Circle
98	Chikhurlui P/S	Chikhurlui	Western Circle
99	Fangfarlui P/S	Fangfarlui	Western Circle
100	Vathuampui P/S	Vathuampui	Western Circle
101	Tuichawngtlang P/S	Tuichawngtlang	Western Circle
102	Ngunlingkhua P/S	Ngunlingkhua	Western Circle
103	Tuisentlang P/S	Tuisentlang	Western Circle
104	Chamdur 'P' P/S	Chamdur 'P'	Western Circle
105	Bolisora P/S	Bolisora	Western Circle
106	Chamdurtlang-I P/S	Chamdurtlang-I	Western Circle
107	Mautlang P/S	Mautlang	Western Circle
108	Tuidangtlang P/S	Tuidangtlang	Western Circle
109	Vaseikai P/S	Vaseikai	Western Circle

## **2. STUDENTS ENROLLMENT (2022-2023)**

<b>S/No</b>	<b>Class</b>	<b>No.of Students</b>
1	Pre-School	96
2	Class-I	2600
3	Class-II	1800
4	Class-III	1500
5	Class-IV	800
	<b>Total</b>	<b>6796</b>

**3. NO. OF HEADMASTERS & TEACHERS (as on Dt. 12.12.2022):**

S/No	Designation	No.of Teachers
1	Headmaster	85
2	Primary Teacher ( Regular)	371
3	L/T ( Regular)	10
4	P/T ( Fixed)	30
5	A/T Fixed	32
6	L/T Fixed	35
7	O/T	16
	<b>Total</b>	<b>579</b>

**4. LIST OF OFFICERS & STAFFS (DIRECTORY)**

Sl/ no	Name	Designation	Address	Contact No.
1	Hrangthanmawii	Elementary Education Officer	Lawngtlai-IV	96122235576
2	Lalnunzawmpuia	Deputy Elementary Education Officer	Lawngtlai-IV	7085077514
3	Vanlaltluanga	Accounts Officer	Lawngtlai-IV	8415968839
4	Lalhuaplani Chinzah	Circle Education Officer	Lawngtlai-IV	8974995181
5	Vanlalbiaki	Head Assistant	Electric Veng	8974120284
6	Ramchansanga	U.D.C	Lawngtlai-IV	9485308813
7	Lallianpuii	U.D.C	Electric Veng	7005151046
8	Lalrinliana	U.D.C	Vengpui	8732021611
9	Lalchhuanawmi	Computer Operator	Council veng	9612079611
10	VL.Remruatpuia Fanchun	Computer Operator	Lawngtlai-IV	8014140925
11	Bethlehemthangi	Data Entry Operator	Lawngtlai-IV	9612692380
12	Ngurkhumzuali	L.D.C (Bill Assistant)	Bazar	9436148957
13	Mary Tialhleisungi	L.D.C (Cashier)	Council veng	7628876847
14	C.Lalremruatdika	L.D.C	Vengpui	8413022354
15	C.Lalneihchhungi	L.D.C	Bazar	9862125584
16	Mercy Zothanpari	L.D.C	Vengpui	9378185331
17	Lalhlimpuii Chhakchhuak	UPS Teacher (attached)	Lawngtlai-IV	9862354204
18	Lalzuiliana	P/T (attached)	Vengpui	9436764815
19	T.Suikheni	P/T (attached)	Council Veng	8731879529
20	FJ.Rothiinghlina	P/T (attached)	Lawngtlai-IV	9862224804
21	L.Laldawngliani	P/T (attached)	Lawngtlai-III	9862742518
22	ZD.Isaak Lalawmpuia	L/T (attached)	Lawngtlai-IV	9612311158
23	T.Lalrengpuia	Field Worker	AOC	8731851502
24	L.Remkungi	Statistician	Lawngtlai-IV	8974493669
25	V.Zakunga	Xerox Operator	Electric Veng	9612636334
26	H.Cheukunga	IV Grade	Lawngtlai-IV	7085077930

27	Vanlaltluanga	IV Grade	Thingkah	9378142966
28	B.Lalnunsangi	Dak Runner	Electric Veng	8413025570
29	Hranghailiana	IV Grade	Council Veng	841889944
30	Thanchungnunga	IV Grade	Council Veng	7085152129
31	F.Lalrinsanga	IV Grade	Lawngtlai-IV	9612321598
32	VL.Hmingchhuana	IV Grade	Council Veng	8414899098
33	Lalramhlua	IV Grade	College Veng	9612631301
34	H.Lalrinthari	M/R	Vengpui	7630890508
35	Esther,Lalnunzawmpuii	M/R	Lawngtlai-IV	9862614010
36	Lalchhanhima	M/R	Bazar	9366066984

### 5. The Monthly Remuneration received by each of its Officers & Employees:

Sl/ no	Name	Pay Level	Basic
1	Hrangthanmawii	13	130600
2	Lalnunzawmpuia	10	56100
3	Vanlaltluanga	10	56100
4	Vanlalbiaki	8	72100
5	Lalhuaplani Chinzah	8	60400
6	Ramchansanga	6	35400
7	Lallianpuii	6	35400
8	Lalrinliana	6	35400
9	Lalchhuanawmi	6	51000
10	VL.Remruatpua Fanchun	6	43600
11	Bethlehemthangi	4	25500
12	Ngurkhumzuali	6	62220
13	Mary Tialhleisungi	4	33300
14	C.Lalremruatdika	4	27800
15	C.Lalneihchhungi	4	27900
16	Mercy Zothanpari	4	27100
17	Lalhlimpuii Chhakchhuak	Fixed	25000
18	Lalzuiliana	8	62200
19	T.Suikheni	7	44000
20	FJ.Rothiangkokhlima	Fixed	20000
21	L.Laldawngliani	8	46200
22	ZD.Isaak Lalawmpuia	8	46200
23	T.Lalrengpua	4	26000
24	L.Remkungi	6	35000
25	V.Zakunga	4	26000
26	H.Cheukunga	2	39800



27	Vanlaltluanga	2	22000
28	B.Lalnunsangi	3	34000
29	Hranghailiana	1	22000
30	Thanchungnunga	1	22000
31	F.Lalrinsanga	1	20000
32	VL.Hmingchhuana	1	22000
33	Lalramhlua	1	22000
34	H.Lalrinthari	M/R	11400
35	Esther,Lalnunzawmpuii	M/R	12600
36	Lalchhanhima	M/R	11400

## 6. RECURRING ANNUAL WORK DONE BY THE DEPARTMENT.

SI/ no	Major Heads	Budget Estimate 2021-2022	Revised Estimate 2021-2022	Budget Estimate 2022-2023
II	A-Primary School Non-Salary :01-GIA to LADC			
A	Furniture of Primary School	5.00	5.00	5.00
B	Orientation Training	3.00	-	-
C	Conduct of Games & Sports	4.00	-	2.00
D	School stationary	5.00	4.00	5.00
E	Repairs of School Building	6.00	6.00	5.00
F	School Inspection	2.00	1.60	3.00
G	Maintenance of Xerox Machine/ Computer Generator	1.00	1.60	3.00
H	Purchase/Maintenance of Two Wheeler	0.50	0.50	0.50
I	Purchase of White Board Learning Material	3.00	3.00	3.00
J	Purchase of Sports Goods	2.00	2.00	3.00
K	Teachers Cum Students Excursion/Field Trip	-	-	1.50
	<b>Sub- Total of A</b>	<b>31.50</b>	<b>23.70</b>	<b>31.00</b>