

6.

**GOVERNMENT OF NAGALAND  
PERSONNEL & ADMINISTRATIVE REFORMS DEPARTMENT  
(ADMINISTRATIVE REFORMS BRANCH)  
NAGALAND: KOHIMA**

**CIRCULAR**

No.AR-VGEN-394/2022: In supersession of this Department's Circular of even No. dated 12.08.2022 and 02.09.2022 with regard to the Chief Minister's Health Insurance Scheme (CMHIS). It is hereby informed to all Government employees that the CMHIS portal has been launched on 14.10.2022.

Dated: Kohima, the 31<sup>st</sup> October, 2022

2. Govt. employees may register themselves and their dependants at <https://cmhis.nagaland.gov.in> on the basis of the following and follow the instructions given in the portal:

- i. **Regular Govt. employees/Govt. employees on scale pay:**
  - a) Register under the "Govt. employee" category, on the basis of their PIMS number. The Govt. employee has to register themselves as well as their dependant family members in the same instance. Further, Authentication will be on the basis of Aadhaar. Therefore, it should be ensured that there is no difference in the first name, father's name and Date of Birth between PIMS and the Aadhaar, before proceeding to register.
  - b) Upload auto-generated 'Self-Certification' countersigned by the Head of Office. The Head of Office's 'Self-Certification' must be countersigned by the next senior officer in the district/Department.
  - c) When both spouses are Govt. employees or pensioners or one spouse is Govt. employee and the other is pensioner, they should register as a single household.
  - d) Spouse drawing higher pay should be declared as Head of Household and other spouse will be declared as member. The dependants of the spouse in such instances may also be included as a dependent of the household.
  - e) If other members of the Household are Govt. employees or pensioners, they should be registered as a separate household. Further, the dependant family members will be registered with any of the above mentioned household provided the conditions of dependencies are fulfilled.
  - f) The Govt. employee must provide the list of all members of the household irrespective of dependant or non-dependant family members at the time of registration.
- ii. **Non-Regular/Contract/Ad-hoc/Fixed employees:**
  - a) Register themselves and their dependants under "General" category on the basis of Scheduled Tribe/Indigenous Inhabitant/Permanent Resident Certificate issued by the Deputy Commissioner.
  - b) Non Indigenous Inhabitant Govt. employees may register themselves and their dependants under "General" category on the basis of Employment Certificate (available for download on the portal) countersigned by the Head of office and Identity card issued by Government.

3. The Head of Office/next senior officer while signing the Self Certification/Employment Certificate should ensure that the Govt. employee's dependants are correctly indicated.


4. The Government employee may find their PIMS number at <https://nglemployeedirectory.in/>

No.AR-3/GEN-394/2022

Copy to:

1. The Principal Secretary to Chief Minister, Nagaland, Kohima.
2. The S.P.S. to Deputy Chief Minister, Nagaland, Kohima.
3. The P.P.S. to Chief Secretary, Nagaland.
4. All AHODs, Nagaland, Kohima.
5. All HODs, Nagaland, Kohima.
6. Office Copy.

Sd/- CHUBASANGLA ANAR, IAS  
Commissioner & Secretary to the Govt. of Nagaland  
Dated: Kohima, the 31<sup>st</sup> October, 2022

  
(LIVITOLI SUKHALU) NCS  
Under Secretary to the Govt. of Nagaland