

**GOVERNMENT OF NAGALAND
HEALTH & FAMILY WELFARE DEPARTMENT
NAGALAND :: KOHIMA**

Dated Kohima the 19th Nov 2022

CIRCULAR

No. SHA/CMHIS/2022/ 353 :: In pursuance to this department notification of Even No. dated 11th October 2022 and OM No. HFW-45/B/6/CMHIS/2022/75 dated 3rd November 2022, the following instructions are hereby issued for immediate compliance of all Departments and Deputy Commissioners :-

A. Registration Centres in all government establishments for enrolment of Government Employees.

1. All HoDs and Deputy Commissioners shall set up Registration Centres in their respective offices and each District Office by 24th Nov 2022.
2. The HoDs/ and Deputy Commissioners shall nominate a responsible officer as Single Point of Contact (SPOC) for each office under their establishments and submit the details to the State Control Room by 24th November 2022. The SPOC shall be responsible for registration of all eligible Employees in their respective Offices.
3. Each SPOC shall identify the operators, and submit their details in the prescribed format (Annexure: 1 & 2) to the State Control Room at cmhis.controlroom@gmail.com and to the SHA at nagaland.nhpm@gmail.com for registration/ creation of log-in ID for the operators.

B. General Category:

1. The Deputy Commissioners shall ensure that the system of verification & approval Notified vide No. SHA/CMHIS/2022/314 dated 11th October 2022 for CMHIS (GEN) beneficiaries are in place and functional by 24th November 2022.
2. All applications received should be processed within 1 (one) working day.

C. AYUSHMAN CMHIS Card Generation:

1. The registration Centres at the Deputy Commissioners Office and the Directorate Offices shall collect eKYC and generate AYUSHMAN CMHIS eCard, for which login IDs and Biometric Devices shall be provided by the SHA. (Operator details for login IDs for Card generation to be provided separately in the format in Annexure 2).
2. Consent for creating Ayushman Bharat Health Account (ABHA) Number under Ayushman Bharat Digital Mission (ABDM) may be taken from the beneficiaries at the time of eKYC.

D. Monitoring Mechanism:

1. The State Control Room shall be responsible for supportive supervision and monitoring of the Registration Centres in the Departments and Districts.
2. The SPOCs in every Department and Districts shall submit status reports as per Annexure 3, every 48 hours to the State Control Room via email cmhis.controlroom@gmail.com for further compilation and reporting to authority.
3. The AHoD and HoD shall be personally responsible for the coverage of all their respective Employees by 15th December 2022.

Sd/-(J. ALAM, IAS)
Chief Secretary to Government of Nagaland

No. SHA/CMHIS/2022/353

Dated Kohima the ... 19th Nov 2022

Copy to:

1. The Commissioner & Secretary to Governor of Nagaland, Raj Bhawan, Kohima.
2. The Principal Secretary to Chief Minister of Nagaland, Kohima.
3. The Deputy Secretary to Chief Secretary Government of Nagaland, Kohima.
4. All AHODs and HODs to Government of Nagaland.
5. The Secretary, Nagaland Legislative Assembly Nagaland, Kohima.
6. The Secretary, Nagaland Public Service Commission, Kohima.
7. The CEO/ MD/ Administrators of various Public Sector Undertakings, Corporations and Autonomous Bodies of the State Government.
8. The Deputy Commissioner of all districts in the State.
9. Office copy.

Asangla IMTI
(ASANGLA IMTI)

Secretary to Govt of Nagaland

Annexure: 1

Format for Application for registration/creation of Login ID of Registration Centres & Operators under AB PM-JAY CMHIS

{To be submitted to the CEO (AB PM-JAY CMHIS) Nagaland through email to nagaland.nhpm@gmail.com with intimation to the respective HoD and DC}

A. Details of Designated Registration Centre:

1. Name of the Agency/ Organization/ Establishment/ Office	
2. Address	

B. Particulars of Single Point of Contact (SPOC) of Designated Registration Centre

1. Single Point of Contact (SPOC)	
a. Name	
b. Designation	
c. Mob No	
d. Email ID	

C. Details of the Operators*

Name of the Operator	Mob No	email ID	Location
1.			
2.			
3.			

NB: *Multiple operators may be nominated depending on the number of employees in the establishment.

Name & Signature Head of Establishment/ Agency/ Organization/

Format for Reporting to the CMHIS State Control Room

Name of Department/District:			
Name of Office:			
SPOC Name:			
SPOC Designation:			
SPOC Contact No.:			
Sl.	Particulars	Status (Yes/No)	Remarks
1.	Registration Centre Set up		
2.	CMHIS Portal Operator Logins created		
3.	Card generation logins Created (only for DCs/Directorates)		
4.	Registration started		
5.	48-hr Reporting Date	Registrations in CMHIS portal	Cards Issued
	<Date of reporting>	<Nos registered till date of reporting>	<No. of Cards generated till date of reporting>