

**GOVERNMENT OF NAGALAND  
DIRECTORATE OF TREASURIES & ACCOUNTS  
NAGALAND, KOHIMA.**

**No. DTA/CE/1-5/2016**

**Dated the July 2025.**

**ORDER**

**Subject: Mandatory Requirement of Pay Slips for Salary Bill Processing**

With reference to the subject mentioned above, it is once again reiterated that this Directorate had issued a directive vide letter of even No. dated 28.04.2023, instructing all Treasuries not to entertain or process any salary bills for the following categories of employees without a valid pay slip issued by the Directorate of Treasuries and Accounts, Nagaland:

- Employees holding up-graded or re-designated posts
- Contractual employees
- Gazetted State Government employees whose pay slips are issued by this office.

Despite this directive, it is noticed that certain Treasuries continue to pass salary bills without insisting on the mandatory pay slip, in direct violation of the instructions issued. This practice is irregular and constitutes a breach of financial discipline. Drawing salary without a duly sanctioned pay slip is unauthorised and illegal, and any such lapse will be subject to strict administrative action.

In view of the above, all District Treasuries and Sub-Treasuries are hereby directed to enforce strict compliance with the directive dated 28.04.2023. No salary bill shall be processed or passed for any employee falling under the categories listed above unless it is accompanied by a valid pay slip issued by this Directorate.

This directive is to be treated with the utmost seriousness and complied with without exception. Non-compliance will be viewed seriously.

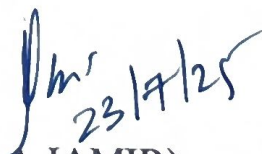
Sd/-  
Director & HoD

**No. DTA/CE/1-5/2016 /3322-26**

**Dated the 24 July 2025.**

Copy to:

1. The Addl. Chief Secretary & Finance Commissioner for kind information.
2. All Heads of Departments/DDOs for kind information.
3. All Treasury Officers for compliance
4. The Web/WhatsApp Administrator.
5. Office Copy.

  
(AMENLA JAMIR)  
Addl. Director