

**ANNUAL ADMINISTRATIVE REPORT
2025-2026**



**DIRECTORATE OF
MANAGEMENT INFORMATION SYSTEM (DMIS)
FINANCE DEPARTMENT, MANIPUR**

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ESTABLISHMENT: -

Directorate of Management Information System (DMIS) is a key entity under the Government of Manipur responsible for managing digital governance, data analytics, database of employees and their basic details for each department under the Government of Manipur, database of sanctioned posts allocated to offices, etc. It also facilitates the updating of data related to transfers, promotions, new recruitments, and retirements of employees. As a payroll system, DMIS enables accurate projections of liabilities on salaries, allowances, and pensions for budgetary exercises. Additionally, verification exercises conducted by DMIS help in detecting spurious or bogus appointments and other irregularities in government appointments.

The role of DMIS has expanded significantly with increasing reliance on digital governance and IT systems and it further envisages developing a dashboard for Employee analysis which will help Departments and decision-makers to get insights onto employee demographics. The sanctioned post updates/vacant post updates will enable Departments in planning the Department employee structure effectively.

STAFF STRENGTH: –

There is a sanctioned strength of 13 (thirteen) Officer/Officials in the Directorate of MIS with actual staff strength of 10 (ten) as given below:

Sl. No.	Name of Post	No. of sanctioned post	Men-in-position
1	Director	No sanctioned post	1 (Ex-Officio)
2	System Manager	1	1
3	Computer Programmer	2	1
4	Assistant System Manager	2	Nil
5	Verification Assistant	7	7
6	Peon	1	1
TOTAL		13	10

GENERAL FUNCTIONS: -

CMIS (Central Management Information System) -

CMIS (Centralised Management Information System), implemented by Directorate of Management Information System (DMIS), Finance Department is a centralized web based integrated system of Employee database and Payroll, developed by NIC, Manipur. It is an important component of IFMS (Integrated Financial Management System), namely Treasury NET and BEAMS (Budget Estimation, Authorization & Monitoring System). It is the first step in the direction of achieving aim of paperless Electronic Payroll System i.e., pay bill generation, electronic submission, electronic audit and electronic payment to the employees. CMIS is a comprehensive web-based solution which helps in providing real time data entry, updating, verification, tracking and monitoring of the employee profile along with real time report generation as and when required by Government for decision making.

As on 09 March 2026, CMIS covers:

Number of Head of Departments (HoDs)	Number of Sanctioned Posts	Number of Working Employees	Number of DDOs	Number of Offices
94	1,18,611	74,830	1,151	3,586

INITIATIVES TAKEN UP DURING THE FINANCIAL YEAR 2025-26: -

CMIS Employee Corner: Empowering Government Employees -

Recognising the need to extend digital empowerment to employees themselves, NIC, Manipur has developed the CMIS Employee Corner — a web and mobile application that provides employees direct access to their personal and service records. The Employees Corner system is a web/mobile application that enables State Government Employees to register themselves to CMIS and also to access their profile and salary information.

On 22nd August, 2025, Governor of Manipur, Shri Ajay Kumar Bhalla launched the web/mobile based application “CMIS Employee Corner” (<https://employee.man.nic.in>) at the conference hall of Raj Bhawan, Imphal. The Employee Corner is a new digital service that allows State Government employees to securely access their pay slips, annual salary statements, service history, and employee profile online via the Central Management Information System. The application is also made available as a mobile app as CMIS Employee Corner. The initiative of Directorate of MIS will reduce administrative burden, promote transparency, and provide employees of the State Government with anytime, anywhere access to their service details.

By enabling self-service access, CMIS Employee Corner has substantially reduced the administrative burden on DDOs, Heads of Departments, and DMIS, while enhancing transparency and convenience for employees.

DMIS is working with NIC to enable employees to view and download Form 16, TDS certificate and GPF statement via CMIS Employee Corner for convenience of the employees.

Official Website of Directorate of MIS -

A website is an essential tool for modern Government. On 22nd August, 2025, Governor of Manipur, Shri Ajay Kumar Bhalla launched a web/mobile based application called “CMIS Employee Corner” (<https://employee.man.nic.in>) and the official website (<https://dmis.mn.gov.in>) of Directorate of Management Information System (DMIS) at the conference hall of Raj Bhawan, Imphal. The Official Website of the Directorate of MIS will serve as a comprehensive portal for disseminating information about Directorate of MIS activities, services, and resources, and will act as a gateway for digital governance initiatives undertaken by the Directorate.