

## Manual 6

### A Statement of the categories of documents that are held by it or under its control

[Section 4 (1) (b) (vi) ]

#### A statement of the categories of documents held

<b>Sl.No</b>	<b>Nature of Record/ File Collection Number &amp; Year</b>	<b>Details of information available</b>	<b>Unit / Section where available</b>	<b>Retention period, where available</b>
1	Audit Reports, Files & Registers	Audit Works conducted by Board of Revenue etc.	Audit Section	
2	Inspection Reports, Files & Registers	Inspection works conducted by AG, Orissa-I & II, Bhubaneswar	-DO-	
3.	T.C. Meeting Booklet & File	Annual TC Meeting conducted under the Chairmanship of the Collector	-DO-	