

**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	Files & Registers from 2002 to up date.	Files & Register	Small Savings Selection	
2	Allotment Register			
3	Receipt Register Issue Register			