

Chapter 6

Proactive Disclosure under Section 4 (1)(b)(vi) of the Right to Information Act, 2005

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

Proactive Disclosure under Section 4(1)(b)(vi) of the Right to Information Act, 2005

(i) Statement of the categories of documents that are held by it or under its control

Sr. No.	Officers and Officials	Method of Catalogue and Indexed	Custodian of Documents under each Section
1	Joint Director	File Registrar	Director
2	I.O.	File Registrar	Joint Director
3	O.S.	File Registrar	Joint Director
4	A.O.	File Registrar	Joint Director
5	A.A.O.	File Registrar	A.O.
6	A.I.O.	File Registrar	Joint Director
7	Head Clerk	File Registrar	O. S.
8	Accountant	File Registrar	A.O.
9	I.A.	File Registrar	I.O.
10	UDC	File Registrar	Head Clerk
11	Junior Steno	File Registrar	Head Clerk
12	LDC	File Registrar	Head Clerk
13	Driver		Head Clerk
14	MTS		Head Clerk