



## CHAPTER - 6 (MANUAL - 5)

# A STATEMENT OF THE CATEGORIES OF DOCUMENT THAT ARE HELD BY IT OR UNDER IT CONTROL



Right to Information Act-2005

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6.1. Use the format given below to give the information about the official documents. Also mention the place where the documents are available for e.g. at secretariat level, directorate level, others (Please mention the level in place of writing "Others").

Sr. No.	Category of the document	Name of the document and its introduction in one line	Procedure to obtain the document	Held by /under control of
1.	E-Governance	Regarding E-Governance	Permission of SGR/ DGR as the case may be	Additional Director
2.	Establishment	Establishment	do	SSM
3.	Training	Training of Govt. Employees	do	AM(EG)
4.	NeGP	National e-Governance Plan	do	Head - SeMT
5.	Budget	Plan & Non Plan Budget	do	SSM
6.	Administrative Reforms	Related to Administrative Reforms	do	GR-1