

ENVIORNMENT OFFICE C.V. RAMAN NAGAR SUB-DIVISION
RTA 2005 SECTION 4(1) (A)

4(1) (A)Maintaience of Recordes of this Emviounmantal office Indexed in a manner and from as per RIT Act

Category –“A” Sarvice Register

SI No	Date on which opened (files to listed chronologically)	Category A,B,C,D,E,etc (files to listed alphabetically according to category)	File no PAGE Nos	Subject of file	Location of file Room/cupboard shelf number	Date on which file can be destroyed file
1	09-09-1986 Kashiyamal	A	2	S.R	Self No-2	
2	27-08-1979 Poojanna	A	2	S.R	Self No-2	
3	01-01-1990 Venkatamma	A	2	S.R	Self No-2	
4	20-10-1990 Chinnamma	A	2	S.R	Self No-2	
5	29-06-2005 Shivakumari	A	2	S.R	Self No-2	
6	11-06-1998 P.G. Srinivasalu	A	2	S.R	Self No-2	
7	10-02-1981 Muniyamma	A	2	S.R	Self No-2	
8	06-10-2000 Kumari	A	2	S.R	Self No-2	
9	21-07-2005 Srinivasa	A	2	S.R	Self No-2	
10	25-05-1979	A	2	S.R	Self No-2	

	Nagamma					
11	07-02-1973 Venkatalakshamma	A	2	S.R	Self No-2	
12	03-01-1983 Penchamma	A	2	S.R	Self No-2	
13	11-04-1979 Kondaiah	A	2	S.R	Self No-2	
14	14-05-2005 V. Srinivasa	A	2	S.R	Self No-2	
15	01-01-1990 Muniyamma	A	2	S.R	Self No-2	
16	01-02-1981 Rathamma	A	2	S.R	Self No-2	
17	01-01-1990 M. Shivashankar	A	2	S.R	Self No-2	
18	01-01-1990 Madamma	A	2	S.R	Self No-2	
19	01-01-1990 Arogyaraj	A	2	S.R	Self No-2	
20	18-08-1987 Ekambaram	A	2	S.R	Self No-2	
21	27-04-1974 Rajamma	A	2	S.R	Self No-2	
22	18-08-1983 J. Prabhakar	A	2	S.R	Self No-2	
23	05-11-1990 P. Rajamma	A	2	S.R	Self No-2	
24	05-11-1990 Rahelamma	A	2	S.R	Self No-2	
25	10-11-1975 Penchamma	A	2	S.R	Self No-2	
26	01-04-1998	A	2	S.R	Self No-2	

	Samadhanamma					
27	26-02-1975 Shivamma	A	2	S.R	Self No-2	
28	20-06-2000 Sathyavelu	A	2	S.R	Self No-2	
29	09-02-1982 N. M. Krishna	A	2	S.R	Self No-2	
30	05-01-1983 Dass	A	2	S.R	Self No-2	
31	01-10-2009 Manjula	A	2	S.R	Self No-2	
32	01-01-1979 Nanjappa	A	2	S.R	Self No-2	
33	20-05-1975 C. Y. Narasaiah	A	2	S.R	Self No-2	
34	25-07-1992 Anandaraj	A	2	S.R	Self No-2	
35	01-04-2004 Chithra	A	2	S.R	Self No-2	
36	16-06-2010 Pavana Nagathi R.Y	A	2	S.R	Self No-2	

Category –“B” Acutance Register

SI No	Date on which opened (files to listed chronologically)	Category A,B,C,D,E,etc (files to listed alphabetically according to category)	File no PAGE Nos	Subject of file	Location of file Room/cupboard shelf number	Date on which file can be destroyed file
1	01-01-2009/ W-59	B	1	Acutance Book	Self No-3	
2	01-01-2009/ W-49	B	1	Acutance Book	Self No-3	B
3	01-01-2009/W-59 Auto	B	1	H.R.M.S	Self No-3	
4	01-01-2009/ W-59 Auto	B	1	Regester Book	Self No-3	B
5	01-01-2009/ W-59 Auto	B	1	Regester Book	Self No-3	B
6	01-01-2009/ W-59 Lorry	B	1	Regester Book	Self No-3	B
7	01-01-2009/ W-49 Auto	B	1	Regester Book	Self No-3	B
8	01-01-2009/ W-49 Auto	B	1	Regester Book	Self No-3	B
9	01-01-2009/ W-49 Lorry	B	1	Regester Book	Self No-3	B
10	01-01-2009 Package	B	1	Regester Book	Self No-3	B
11	01-01-2009	B	1	Audit Files	Self No-3	B
12	01-01-2009	B	1	Regester Book	Self No-3	B

Category –“B” Acutance Regiser

SI No	Date on which opened (files to listed chronologically)	Category A,B,C,D,E,etc (files to listed alphabetically according to category)	File no PAGE Nos	Subject of file	Location of file Room/cupboard shelf number	Date on which file can be destroyed file
1	01-01-2009	D	1	P. R Book	Self No-4	
2	01-01-2009	D	1	Tapal Book	Self No-4	
3	01-01-2009	D	1	Attandance Regester	Self No-4	
4	01-01-2009	D	1	D, C Bill Book	Self No-4	
5	01-01-2009	D	1	Order Copies file	Self No-4	
6	01-01-2009	D	67	Muster roll Book	Self No-4	
7	01-01-2009	D	1	L. P. C. Book	Self No-4	
8	01-01-2009	D	1	Indent Book	Self No-4	
9	01-01-2009	D	1	Desil Book	Self No-4	