

**Bhuruth Bangalore Manhanagar Palike**

**R.T.I Act. 2005 Section 4(1) (A) Indexing and Cataloguing**

**Azad Nagar Maternity Home**

<b>SI No</b>	<b>Date On Which Opened (Files to be Listed Chronologically)</b>	<b>Category A,B,C,D,E etc (Files to be listed alphabetically According to category)</b>	<b>File No</b>		<b>Location of File : Room / cupboard/Shelf numbers</b>	<b>Date on which destroyed custodian of file</b>
1	10.06.1991	A	1	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
2	11.03.1992	A	2	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
3	01.12.1992	A	3	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
4	01.09.1993	A	4	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
5	14.07.1995	A	5	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
6	26.10.1996	A	6	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
7	01.04.1999	A	7	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
8	21.03.2000	A	8	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
9	27.11.2000	A	9	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
10	16.06.2001	A	10	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
11	29.12.2001	A	11	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
12	01.04.2003	A	12	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
13	01.01.2004	A	13	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
14	24.10.2004	A	14	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
15	02.08.2005	A	15	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
16	02.08.2005	A	16	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
17	01.06.2006	A	17	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse

18	01.02.2007	A	18	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
19	03.11.2007	A	19	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
20	31.08.2009	A	20	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
21	27.11.2010 to Running	A	21	Parturition Register	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
1	23.12.2004	A	1	Indent Book	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
2	25.10.2005	A	2	Indent Book	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
3	07.09.2006	A	3	Indent Book	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
4	02.01.2009	A	4	Indent Book	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
5	04.01.2011 to Running	A	5	Indent Book	Cupboard-1 Shelf No-1 of Record Room	Life Long Medical Officer of AMH Staff Nurse
1	5.1985	A	1	Acquittance & Register	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
2	1.1988	A	2	Acquittance & Register	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
3	2.1991	A	3	Acquittance & Register	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
4	12.1994	A	4	Acquittance & Register	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
5	7.1998	A	5	Acquittance & Register	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
6	7.2001	A	6	Acquittance & Register	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
7	7.2004	A	7	Acquittance & Register	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
8	01.2009 to up to Date	A	8	Acquittance & Register	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
1	E.K.Ragini (Staff Nurse) 31.07.1998 to up to date	A	1	Service book (Old / New)	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
2	Umadevi (Staff Nurses) 19.12.1984 to up to date	A	1	Service book (Old / New)	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
3	Chelubarajamma (Staff Nurses) 27.11.1992 to up to date	A	1	Service book (Old / New)	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
4	N.Radha (A.N.M) 08.10.1986 to up to date	A	1	Service book (Old / New)	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH

5	Bhagyalakshmi (F.D.C) 13.12.2002 to up to date	A	1	Service book (Old / New)	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
6	Muddahanumegowda (S.D.A) 13.03.2000 to up to date	A	1	Service book (Old / New)	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
7	Haseema (Ayah) 05.07.1978 to up to date	A	1	Service book (Old / New)	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
8	Mahadevamma (Ayah) 05.07.1978 to up to date	A	1	Service book (Old / New)	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
9	Mayamma (Peon) 25.07.1997 to up to date	A	1	Service book (Old / New)	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
10	E.Surya (Night Watchman) 23.04.1977 to up to date	A	1	Service book (Old / New)	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
11	R.Saraswathi (PK) 01.01.1990 to up to date	A	1	Service book (Old / New)	Cupboard-1 Shelf No-1 of Clerk Room	Life Long Medical Officer & Clerk AMH
1	11.07.2007	B	1	Challen Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
2	11.07.2007	B	2	Challen Register	Cupboard- Shelf No-1	Till Date
3	10.01.2008	B	3	Challen Register	Cupboard- Shelf No-1	Till Date
4	07.07.2008	B	4	Challen Register	Cupboard- Shelf No-1	Till Date
5	19.05.2009	B	5	Challen Register	Cupboard- Shelf No-1	Till Date
6	26.07.2010 to Running	B	6	Challen Register	Cupboard- Shelf No-1	Running
1	07.09.2001	B	1	Bank Pass Book	Cupboard-3 Shelf No-1 Doctor's Room	Till Date
2	30.07.2007	B	2	Bank Pass Book	Cupboard-3 Shelf No-1 Doctor's Room	Till Date
3	16.11.2007	B	3	Bank Pass Book	Cupboard-3 Shelf No-1 Doctor's Room	Till Date
4	19.06.2008	B	4	Bank Pass Book	Cupboard-3 Shelf No-1 Doctor's Room	Till Date
5	06.06.2009	B	5	Bank Pass Book	Cupboard-3 Shelf No-1 Doctor's Room	Till Date
6	08.05.2010 to Running	B	6	Bank Pass Book	Cupboard-3 Shelf No-1 Doctor's Room	Running
1	11.07.2007	B	9	Receipt Books	Store	Till Date
2	02.04.2008	B	70	Receipt Books	Store	Till Date
3	07.05.2009	B	145	Receipt Books	Store	Till Date

4	21.04.2010	<b>B</b>	80	Receipt Books	Store	Till Date
5	01.08.2002	<b>B</b>		Cash Book (UF)	Cupboard-3 Shelf No-1 Doctor's Room	Till Date
6	18.11.2005	<b>B</b>		Cash Book (UF)	Cupboard-3 Shelf No-1 Doctor's Room	Till Date
7	01.04.2009 to up to date	<b>B</b>		Cash Book (UF)	Cupboard-3 Shelf No-1 Doctor's Room	Running
8	12.06.2006	<b>B</b>	1	Stock Book	Store	Till Date
9	10.02.2011 to Running	<b>B</b>	1	Stock Book	Store	Running
10	21.03.2005 to Running	<b>B</b>	1	Stock Book	Store	Running
11	10.10.2006 to Running	<b>B</b>	1	Stock Book	Store	Running
1	22.11.2000	D	1	Admission Register	Cupboard-1 Shelf No-1 of Record Room	14.06.2006
2	15.06.2001	D	2	Admission Register	Cupboard-1 Shelf No-1 of Record Room	12.01.2007
3	12.01.2002	D	3	Admission Register	Cupboard-1 Shelf No-1 of Record Room	15.07.2007
4	16.07.2002	D	4	Admission Register	Cupboard-1 Shelf No-1 of Record Room	02.04.2008
5	16.12.2003	D	5	Admission Register	Cupboard-1 Shelf No-1 of Record Room	25.08.2009
6	25.08.2004	D	6	Admission Register	Cupboard-1 Shelf No-1 of Record Room	24.04.2009
7	18.08.2006	D	7	Admission Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
8	06.03.2007	D	8	Admission Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
9	29.10.2007	D	9	Admission Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
10	01.08.2008	D	10	Admission Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
11	27.03.2010	D	11	Admission Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
12	25.12.2011 to Running	D	12	Admission Register	Cupboard-1 Shelf No-1 of Record Room	Running
1	04.08.2001	D	1	OPD Register	Cupboard-1 Shelf No-1 of Record Room	09.09.2010
2	09.09.2005	D	2	OPD Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
3	14.09.2006	D	3	OPD Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
4	04.01.2008	D	4	OPD Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
5	29.08.2009 to Running	D	5	OPD Register	Cupboard-1 Shelf No-1 of Record Room	Running

1	02.01.2002	D	1	ANC Register	Cupboard-1 Shelf No-1 of Record Room	08.08.2010
2	14.07.2006	D	2	ANC Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
3	20.08.2007	D	3	ANC Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
4	03.04.2009	D	4	ANC Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
5	18.01.2010	D	5	ANC Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
6	29.11.2010 to Running	D	6	ANC Register	Cupboard-1 Shelf No-1 of Record Room	Running
1	23.05.2002	D	1	P.R.Register	Office	Till Date
2	28.04.2009 to Running	D	2	P.R.Register	Office	Running
3	20.03.1990	D	1	D.C.Bill Book	Office	Till Date
4	12.04.2000	D	2	D.C.Bill Book	Office	Till Date
5	19.04.2003	D	3	D.C.Bill Book	Office	Till Date
6	03.04.2009 to Running	D	4	D.C.Bill Book	Office	Running
7	31.10.2002 to Running	D	1	L.P.C. Register	Office	Running
8	09.01.1989	D	1	Tappal Book	Office	03.06.2003
9	19.06.1999	D	2	Tappal Book	Office	07.09.2007
10	27.02.2003	D	3	Tappal Book	Office	Till Date
11	15.05.2008	D	4	Tappal Book	Office	Till Date
12	25.03.2003	D	1	Tappal Book	Cupboard-1 Shelf No-1 of Record Room	Till Date
13	19.01.2010 to Running	D	2	Tappal Book	Cupboard-1 Shelf No-1 of Record Room	Running
14	04.05.2004 to Running	D	3	Tappal Book	Cupboard-1 Shelf No-1 of Record Room	Running
1	02.04.1983	D	1	Minor OT Register	Cupboard-1 Shelf No-1 of Record Room	02.03.1992
2	02.03.1987	D	2	Minor OT Register	Cupboard-1 Shelf No-1 of Record Room	03.11.1992
3	27.07.2002	D	3	Minor OT Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
4	12.05.2005 to Running	D	4	Minor OT Register	Cupboard-1 Shelf No-1 of Record Room	Running
5	05.12.2007 to Running	D	5	Minor OT Register	Cupboard-1 Shelf No-1 of Record Room	Running
1	01.11.2007	D	1	Attendance Register	Office AMH	Till Date
2	01.04.2011 to Running	D	2	Attendance Register	Docoters Room	Running
1	01.04.2010	E	1	RTI Register	Cupboard-1 Shelf No-1 of Record Room	Till Date

1	01.04.2010	E	1	Carled Leave Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
1	01.04.2010	E	1	Dog Bite Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
1	01.04.2010	E	1	MTP Register	Cupboard-1 Shelf No-1 of Record Room	Till Date
1	01.04.2010	E	1	IUCD Register	Minor OT Register	Till Date
1	01.04.2010	E	2	Lab Register	Minor OT Register	Till Date
1	01.04.2010	E	1	Referral Book	Minor OT Register	Till Date
1	01.04.2010	E	1	Complaint Files	Minor OT Register	Till Date
1	01.04.2010	E	1	Condemned Register	Minor OT Register	Till Date
1	01.04.2010	E	1	Scanning Register	Minor OT Register	Till Date
1	01.04.2010	E	1	Doctor's Call Book	Minor OT Register	Till Date
1	01.04.2010	E	465	Delivery Case Sheets	Minor OT Register	Till Date
1	01.04.2010	E	233	Sterilization Case Sheets	Minor OT Register	Till Date