

# H.SIDDAIAHA ROAD REFERRAL HOSPITAL

## RTA 2005 SECTION 4 (1)(a)

### 41(a) Maintenance of all Records of this hospital duly catalogued and Indexed in a manner and form as per RIT Act.

#### Category – ‘A’ Parturition Register

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	01/09/1977	CAT A	PAR 1	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
2	01/04/1979	CAT A	PAR 2	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
3	10/12/1980	CAT A	PAR 3	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
4	01/04/1982	CAT A	PAR 4	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
5	11/10/1983	CAT A	PAR 5	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
6	01/04/1985	CAT A	PAR 6	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
7	01/04/1986	CAT A	PAR 7	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
8	08/03/1987	CAT A	PAR 8	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
9	28/11/1987	CAT A	PAR 9	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
10	26/06/1988	CAT A	PAR 10	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
11	28/01/1989	CAT A	PAR 11	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
12	28/08/1989	CAT A	PAR 12	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
13	26/02/1990	CAT A	PAR 13	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer

14	23/08/1991	CAT A	PAR 14	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
15	15/02/1991	CAT A	PAR 15	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
16	24/07/1991	CAT A	PAR 16	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
17	21/01/1992	CAT A	PAR 17	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
18	29/01/1992	CAT A	PAR 18	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
19	21/07/1992	CAT A	PAR 19	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
20	01/02/1993	CAT A	PAR 20	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
21	12/07/1993	CAT A	PAR 21	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
22	14/12/1993	CAT A	PAR 22	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
23	24/05/1994	CAT A	PAR 23	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
24	24/10/1994	CAT A	PAR 24	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
25	03/04/1995	CAT A	PAR 25	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
26	01/08/1995	CAT A	PAR 26	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
27	03/01/1996	CAT A	PAR 27	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
28	01/06/1996	CAT A	PAR 28	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
29	17/10/1996	CAT A	PAR 29	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
30	25/02/1997	CAT A	PAR 30	Parturition Record	Record Room cupboard 1	Record Officer

					Shelf No 1	
31	09/07/1997	CAT A	PAR 31	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
32	16/12/1997	CAT A	PAR 32	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
33	01/05/1998	CAT A	PAR 33	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
34	31/11/1998	CAT A	PAR 34	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
35	01/07/1999	CAT A	PAR 35	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
36	24/02/2000	CAT A	PAR 36	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
37	04/09/2000	CAT A	PAR 37	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
38	21/05/2001	CAT A	PAR 38	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
39	01/02/2002	CAT A	PAR 39	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
40	12/09/2002	CAT A	PAR 40	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
41	01/04/2003	CAT A	PAR 41	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
42	23/10/2003	CAT A	PAR 42	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
43	01/12/2004	CAT A	PAR 43	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
44	09/06/2005	CAT A	PAR 44	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
45	13/10/2006	CAT A	PAR 45	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
46	20/04/2007	CAT A	PAR 46	Parturition Record	Record Room cupboard 1	Record Officer

					Shelf No 1	
47	23/03/2009	CAT A	PAR 47	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer
48	29/01/2009	CAT A	PAR 48	Parturition Record	Record Room cupboard 1 Shelf No 1	Record Officer

**Category – ‘A’ Birth and Death Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	01/12/2000	CAT A	BDR 1	Birth and Death Register	Record Room cupboard 1 Shelf No 2	Record Officer
2	01/01/2007	CAT A	BDR 2	Birth and Death Register	Record Room cupboard 1 Shelf No 2	Record Officer
3	01/01/2007	CAT A	BDR 3	Birth and Death Register	Record Room cupboard 1 Shelf No 2	Record Officer
4	06/01/2007	CAT A	BDR 4	Birth and Death Register (Incomplete)	Record Room cupboard 1 Shelf No 2	Record Officer

**Category – ‘A’ Indent Book**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	02/01/2002	CAT A	IDB 1	Indent Book	Record Room cupboard 1 Shelf No 2	Record Officer
2	20/06/2006	CAT A	IDB 2	Indent Book	Record Room cupboard 1 Shelf No 2	Record Officer
3	17/09/2007	CAT A	IDB 3	Indent Book	Record Room cupboard 1 Shelf No 2	Record Officer
4	02/09/2008	CAT A	IDB 3	Indent Book	Record Room cupboard 1 Shelf No 2	Record Officer

### Category – ‘A’ Nivojana File

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	0	0	0	0	0	0

### Category – ‘A’ Transfer Flie

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	0	0	0	0	0	0

### Category – ‘A’ Circulars (Suttolegala Adesha)

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	2007	CAT A	ADR 1	Circulars (Suttolegala Adesha)	Record Room cupboard 1 Shelf No 2	Record Officer
2	2008	CAT A	ADR 2	Circulars (Suttolegala Adesha)	Record Room cupboard 1 Shelf No 2	Record Officer

### Category – ‘A’ Service Book (Old + New)

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	18/07/1970`	CAT A	SRR 1	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer
2	01/02/1976	CAT A	SRR 2	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer
3	09/04/1979	CAT A	SRR 3	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer

4	24/04/1982	CAT A	SRR4	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer
5	27/04/1985	CAT A	SRR 5	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer
6	07/10/1986	CAT A	SRR 6	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer
7	01/01/1990	CAT A	SRR 7	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer
8	24/05/1997	CAT A	SRR 8	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer
9	28/09/2001	CAT A	SRR 9	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer
10	1/1/1983	CAT A	SRR 10	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer
11	1/1/1983	CAT A	SRR 11	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer
12	30/07/2004	CAT A	SRR 12	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer
13	01/10/2007	CAT A	SRR 13	Service Book	Record Room cupboard 1 Shelf No 2	Record Officer

**Category – ‘A’ Acutance Rolls & Pay and Other Allowances**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	01/05/1985	CAT A	AQR 1	Acutance Rols & Pay and Other Allowances	Record Room cupboard 1 Shelf No 2	Record Officer
2	09/12/1987	CAT A	AQR 2	Acutance Rols & Pay and Other Allowances	Record Room cupboard 1 Shelf No 2	Record Officer
3	08/12/1990	CAT A	AQR 3	Acutance Rols & Pay and Other Allowances	Record Room cupboard 1 Shelf No 2	Record Officer
4	08/07/1994	CAT A	AQR 4	Acutance Rols & Pay and Other Allowances	Record Room cupboard 1 Shelf No 2	Record Officer
5	08/06/1997	CAT A	AQR 5	Acutance Rols & Pay and Other Allowances	Record Room cupboard 1 Shelf No 2	Record Officer

6	08/06/2000	CAT A	AQR 6	Acutance Rols & Pay and Other Allowances	Record Room cupboard 1 Shelf No 2	Record Officer
7	08/04/2003	CAT A	AQR 7	Acutance Rols & Pay and Other Allowances	Record Room cupboard 1 Shelf No 2	Record Officer
8	08/12/2005	CAT A	AQR 8	Acutance Rols & Pay and Other Allowances	Record Room cupboard 1 Shelf No 2	Record Officer
9	06/11/2009	CAT A	AQR 9	Acutance Rols & Pay and Other Allowances	Record Room cupboard 1 Shelf No 2	Record Officer

**Category – ‘B’ Repairs and Maintenance Vehicle Register (Reading Record Book)**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	0	0	0	RMV	0	0

**Category – ‘B’ Festival Advance Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	Aug/1986	CAT B	FA 1	FAR	Record Room cupboard 1 Shelf No 2	Record Officer

**Category – ‘B’ Legal Files (Nvavaladha Kadatagalu)**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	0	0	0	0	0	0

**Category – ‘B’ Audit Report Followup Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	31/05/1991	CAT B	1	AUR	Record Room cupboard 1 Shelf No 2	Record Officer

**Category – ‘B’ User Fees Register (Challen Reg.)**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	01/06/2006	CAT B	CHL 1	User Fee Register (Challen Reg.)	Record Room cupboard 1 Shelf No 3	Record Officer
2	20/09/2007	CAT B	CHL 2	User Fee Register (Challen Reg.)	Record Room cupboard 1 Shelf No 3	Record Officer
3	11/12/2008	CAT B	CHL 3	User Fee Register (Challen Reg.)	Record Room cupboard 1 Shelf No 3	Record Officer
4	03/04/2009	CAT B	CHL 4	User Fee Register (Challen Reg.)	Record Room cupboard 1 Shelf No 3	Record Officer
5	07/08/2009	CAT B	CHL 5	User Fee Register (Challen Reg.)	Record Room cupboard 1 Shelf No 3	Record Officer
6	01/01/2010	CAT B	CHL 6	User Fee Register (Challen Reg.)	Record Room cupboard 1 Shelf No 3	Record Officer
7	05/08/2010	CAT B	CHL 7	User Fee Register (Challen Reg.)	Record Room cupboard 1 Shelf No 3	Record Officer

**Category – ‘B’ User Fees Register (UF Cash Book)**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	28/09/1991	CAT B	UCB 1	User Fee Register (Cash Book)	Record Room cupboard 1 Shelf No 3	Record Officer
2	01/04/2004	CAT B	UCB 2	User Fee Register (Cash Book)	Record Room cupboard 1 Shelf No 3	Record Officer
3	01/08/2006	CAT B	UCB 3	User Fee Register (Cash Book)	Record Room cupboard 1 Shelf No 3	Record Officer
4	01/08/2008	CAT B	UCB 4	User Fee Register (Cash Book)	Record Room cupboard 1 Shelf No 3	Record Officer
5	01/11/2010	CAT B	UCB 5	User Fee Register (Cash Book)	Record Room cupboard 1 Shelf No 3	Record Officer



**Category – ‘B’ User Fees Register (Bank Pass Book)**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	07/08/2011	CAT B	BPB 1	User Fees Register (Bank Pass Book)	Record Room cupboard 1 Shelf No 3	Record Officer
2	05/11/2003	CAT B	BPB 2	User Fees Register (Bank Pass Book)	Record Room cupboard 1 Shelf No 3	Record Officer
3	30/11/2004	CAT B	BPB 3	User Fees Register (Bank Pass Book)	Record Room cupboard 1 Shelf No 3	Record Officer
4	09/03/2007	CAT B	BPB 4	User Fees Register (Bank Pass Book)	Record Room cupboard 1 Shelf No 3	Record Officer
5	10/08/2007	CAT B	BPB 5	User Fees Register (Bank Pass Book)	Record Room cupboard 1 Shelf No 3	Record Officer
6	08/07/2008	CAT B	BPB 6	User Fees Register (Bank Pass Book)	Record Room cupboard 1 Shelf No 3	Record Officer
7	26/11/2008	CAT B	BPB 7	User Fees Register (Bank Pass Book)	Record Room cupboard 1 Shelf No 3	Record Officer
8	12/03/2009	CAT B	BPB 8	User Fees Register (Bank Pass Book)	Record Room cupboard 1 Shelf No 3	Record Officer
9	11/06/2009	CAT B	BPB 9	User Fees Register (Bank Pass Book)	Record Room cupboard 1 Shelf No 3	Record Officer
10	31/08/2009	CAT B	BPB 10	User Fees Register (Bank Pass Book)	Record Room cupboard 1 Shelf No 3	Record Officer
11	28/05/2010	CAT B	BPB 11	User Fees Register (Bank Pass Book)	Record Room cupboard 1 Shelf No 3	Record Officer
12	26/08/2010	CAT B	BPB 12	User Fees Register (Bank Pass Book)	Record Room cupboard 1 Shelf No 3	Record Officer

**Category – ‘B’ User Fees Register (Receipt Books Counter Foils )**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	01/04/2008	CAT B	RCB 1	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer

2	01/04/2008	CAT B	RCB 2	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
3	03/04/2008	CAT B	RCB 3	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
4	04/04/2008	CAT B	RCB 4	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
5	04/04/2008	CAT B	RCB 5	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
6	04/04/2008	CAT B	RCB6	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
7	06/04/2008	CAT B	RCB7	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
8	08/04/2008	CAT B	RCB 8	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
9	09/04/2008	CAT B	RCB 9	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
10	11/04/2008	CAT B	RCB 10	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
11	11/04/2008	CAT B	RCB 11	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
12	15/04/2008	CAT B	RCB 12	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
13	17/04/2008	CAT B	RCB 13	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
14	19/04/2008	CAT B	RCB 14	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
15	21/04/2008	CAT B	RCB 15	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
16	21/04/2008	CAT B	RCB 16	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
17	21/04/2008	CAT B	RCB 17	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
18	21/04/2008	CAT B	RCB 18	Receipt Books Counter Foils	Record Room cupboard 1	Record Officer

					Shelf No 4-5	
19	22/04/2008	CAT B	RCB 19	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
20	24/04/2008	CAT B	RCB 20	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
21	25/04/2008	CAT B	RCB 21	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
22	25/04/2008	CAT B	RCB 22	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
23	26/04/2008	CAT B	RCB23	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
24	28/04/2008	CAT B	RCB 24	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
25	28/04/2008	CAT B	RCB 25	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
26	28/04/2008	CAT B	RCB 26	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
27	28/04/2008	CAT B	RCB 27	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
28	02/05/2008	CAT B	RCB 28	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
29	02/05/2008	CAT B	RCB 29	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
30	05/05/2008	CAT B	RCB 30	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
31	05/05/2008	CAT B	RCB 31	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
32	07/05/2008	CAT B	RCB 32	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
33	09/05/2008	CAT B	RCB33	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
34	09/05/2008	CAT B	RCB 34	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
35	12/05/2008	CAT B	RCB 35	Receipt Books	Record Room	Record

				Counter Foils	cupboard 1 Shelf No 4-5	Officer
36	12/05/2008	CAT B	RCB 36	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
37	13/05/2008	CAT B	RCB 37	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
38	15/05/2008	CAT B	RCB 38	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
39	16/05/2008	CAT B	RCB 39	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
40	16/05/2008	CAT B	RCB 40	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
41	17/05/2008	CAT B	RCB 41	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
42	19/05/2008	CAT B	RCB 42	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
43	19/05/2008	CAT B	RCB 43	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
44	22/05/2008	CAT B	RCB 44	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
45	23/05/2008	CAT B	RCB 45	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
46	23/05/2008	CAT B	RCB 46	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
47	26/05/2008	CAT B	RCB 47	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
48	26/05/2008	CAT B	RCB 48	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
49	26/05/2008	CAT B	RCB 49	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
50	26/05/2008	CAT B	RCB 50	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
51	28/05/2008	CAT B	RCB 51	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer

52	30/05/2008	CAT B	RCB 52	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
53	30/05/2008	CAT B	RCB 53	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
54	30/05/2008	CAT B	RCB 54	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
55	02/06/2008	CAT B	RCB 55	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
56	02/06/2008	CAT B	RCB 56	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
57	02/06/2008	CAT B	RCB 57	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
58	06/06/2008	CAT B	RCB 58	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
59	06/06/2008	CAT B	RCB 59	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
60	06/06/2008	CAT B	RCB 60	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
61	09/06/2008	CAT B	RCB 61	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
62	09/06/2008	CAT B	RCB 62	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
63	09/06/2008	CAT B	RCB 63	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
64	10/06/2008	CAT B	RCB 64	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
65	11/06/2008	CAT B	RCB 65	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
66	12/06/2008	CAT B	RCB 66	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
67	13/06/2008	CAT B	RCB 67	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
68	14/06/2008	CAT B	RCB68	Receipt Books Counter Foils	Record Room cupboard 1	Record Officer

					Shelf No 4-5	
69	16/06/2008	CAT B	RCB 69	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
70	16/06/2008	CAT B	RCB 70	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
71	16/06/2008	CAT B	RCB 71	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
72	19/06/2008	CAT B	RCB 72	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
73	21/06/2008	CAT B	RCB 73	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
74	23/06/2008	CAT B	RCB 74	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
75	23/06/2008	CAT B	RCB 75	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
76	24/06/2008	CAT B	RCB 76	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
77	26/06/2008	CAT B	RCB 77	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
78	26/06/2008	CAT B	RCB 78	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
79	27/06/2008	CAT B	RCB 79	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
80	29/06/2008	CAT B	RCB 80	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
81	30/06/2008	CAT B	RCB 81	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
82	30/06/2008	CAT B	RCB 82	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
83	30/06/2008	CAT B	RCB 83	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
84	01/07/2008	CAT B	RCB 84	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
85	03/07/2008	CAT B	RCB 85	Receipt Books	Record Room	Record

				Counter Foils	cupboard 1 Shelf No 4-5	Officer
86	04/07/2008	CAT B	RCB 86	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
87	04/07/2008	CAT B	RCB 87	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
88	05/07/2008	CAT B	RCB 88	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
89	07/07/2008	CAT B	RCB 89	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
90	07/07/2008	CAT B	RCB 90	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
91	07/07/2008	CAT B	RCB 91	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
92	10/07/2008	CAT B	RCB 92	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
93	11/07/2008	CAT B	RCB 93	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
94	11/07/2008	CAT B	RCB 94	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
95	11/07/2008	CAT B	RCB 95	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
96	14/07/2008	CAT B	RCB 96	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
97	14/07/2008	CAT B	RCB97	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
98	14/07/2008	CAT B	RCB 98	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
99	14/07/2008	CAT B	RCB99	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
100	14/07/2008	CAT B	RCB 100	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
101	14/07/2008	CAT B	RCB 101	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer

102	16/07/2008	CAT B	RCB 102	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
103	18/07/2008	CAT B	RCB 103	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
104	18/07/2008	CAT B	RCB 104	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
105	20/07/2008	CAT B	RCB 105	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
106	21/07/2008	CAT B	RCB 106	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
107	21/07/2008	CAT B	RCB107	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
108	21/07/2008	CAT B	RCB 108	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
109	22/07/2008	CAT B	RCB 109	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
110	24/07/2008	CAT B	RCB 110	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
111	25/07/2008	CAT B	RCB 111	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
112	26/07/2008	CAT B	RCB 112	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
113	27/07/2008	CAT B	RCB 113	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
114	28/07/2008	CAT B	RCB 114	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
115	28/07/2008	CAT B	RCB 115	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
116	29/07/2008	CAT B	RCB 116	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
117	31/07/2008	CAT B	RCB 117	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
118	01/08/2008	CAT B	RCB 118	Receipt Books Counter Foils	Record Room cupboard 1	Record Officer



					Shelf No 4-5	
119	02/08/2008	CAT B	RCB 119	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
120	04/08/2008	CAT B	RCB 120	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
121	04/08/2008	CAT B	RCB 121	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
122	05/08/2008	CAT B	RCB 122	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
123	05/08/2008	CAT B	RCB 123	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
124	06/08/2008	CAT B	RCB 124	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
125	08/08/2008	CAT B	RCB 125	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
126	08/08/2008	CAT B	RCB 126	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
127	10/08/2008	CAT B	RCB 127	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
128	11/08/2008	CAT B	RCB 128	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
129	13/08/2008	CAT B	RCB 129	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
130	14/08/2008	CAT B	RCB 130	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
131	18/08/2008	CAT B	RCB 131	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
132	18/08/2008	CAT B	RCB 132	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
133	18/08/2008	CAT B	RCB 133	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
134	20/08/2008	CAT B	RCB 134	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
135	21/08/2008	CAT B	RCB	Receipt Books	Record Room	Record

			135	Counter Foils	cupboard 1 Shelf No 4-5	Officer
136	22/08/2008	CAT B	RCB 136	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
137	22/08/2008	CAT B	RCB 137	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
138	23/08/2008	CAT B	RCB 138	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
139	25/08/2008	CAT B	RCB 139	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
140	26/08/2008	CAT B	RCB 140	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
141	27/08/2008	CAT B	RCB 141	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
142	28/08/2008	CAT B	RCB 142	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
143	29/08/2008	CAT B	RCB 143	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
144	01/09/2008	CAT B	RCB 144	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
145	01/09/2008	CAT B	RCB 145	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
146	01/09/2008	CAT B	RCB 146	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
147	05/09/2008	CAT B	RCB 147	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
148	05/09/2008	CAT B	RCB 148	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
149	08/09/2008	CAT B	RCB 149	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
150	08/09/2008	CAT B	RCB 150	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
151	08/09/2008	CAT B	RCB 151	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer

152	09/01/2008	CAT B	RCB 152	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
153	10/09/2008	CAT B	RCB 153	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
154	12/09/2008	CAT B	RCB 154	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
155	12/09/2008	CAT B	RCB 155	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
156	12/09/2008	CAT B	RCB 156	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
157	12/09/2008	CAT B	RCB 157	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
158	15/09/2008	CAT B	RCB 158	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
159	15/09/2008	CAT B	RCB 159	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
160	15/09/2008	CAT B	RCB 160	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
161	17/09/2008	CAT B	RCB 161	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
162	18/09/2008	CAT B	RCB 162	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
163	19/09/2008	CAT B	RCB 163	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
164	20/09/2008	CAT B	RCB 164	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
165	22/09/2008	CAT B	RCB 165	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
166	22/09/2008	CAT B	RCB 166	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
167	24/09/2008	CAT B	RCB 167	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
168	26/09/2008	CAT B	RCB 168	Receipt Books Counter Foils	Record Room cupboard 1	Record Officer

					Shelf No 4-5	
169	26/09/2008	CAT B	RCB 169	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
170	03/10/2008	CAT B	RCB 170	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
171	03/10/2008	CAT B	RCB 171	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
172	10/10/2008	CAT B	RCB 172	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
173	15/10/2008	CAT B	RCB 173	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
174	16/10/2008	CAT B	RCB 174	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
175	16/10/2008	CAT B	RCB 175	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
176	16/10/2008	CAT B	RCB 176	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
177	17/10/2008	CAT B	RCB 177	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
178	30/10/2008	CAT B	RCB 178	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
179	17/11/2008	CAT B	RCB 179	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
180	17/11/2008	CAT B	RCB 180	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
181	17/11/2008	CAT B	RCB 181	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
182	17/11/2008	CAT B	RCB 182	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
183	17/11/2008	CAT B	RCB 183	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
184	25/11/2008	CAT B	RCB 184	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
185	25/11/2008	CAT B	RCB	Receipt Books	Record Room	Record

			185	Counter Foils	cupboard 1 Shelf No 4-5	Officer
186	26/11/2008	CAT B	RCB 186	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
187	26/11/2008	CAT B	RCB 187	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
188	29/11/2008	CAT B	RCB 188	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
189	01/12/2008	CAT B	RCB 189	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
190	01/12/2008	CAT B	RCB 190	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
191	02/12/2008	CAT B	RCB 191	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
192	04/12/2008	CAT B	RCB 192	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
193	05/12/2008	CAT B	RCB 193	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
194	05/12/2008	CAT B	RCB 194	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
195	08/12/2008	CAT B	RCB 195	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
196	08/12/2008	CAT B	RCB 196	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
197	10/12/2008	CAT B	RCB 197	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
198	12/12/2008	CAT B	RCB 198	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
199	12/12/2008	CAT B	RCB 199	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
200	15/12/2008	CAT B	RCB 200	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
201	15/12/2008	CAT B	RCB 201	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer

202	17/12/2008	CAT B	RCB 202	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
203	22/12/2008	CAT B	RCB 203	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
204	29/12/2008	CAT B	RCB 204	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
205	29/12/2008	CAT B	RCB 205	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
206	29/12/2008	CAT B	RCB 206	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
207	31/12/2008	CAT B	RCB 207	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
208	02/01/2009	CAT B	RCB 208	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
209	02/01/2009	CAT B	RCB 209	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
210	05/01/2009	CAT B	RCB 210	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
211	05/01/2009	CAT B	RCB 211	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
212	05/01/2009	CAT B	RCB 212	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
213	07/01/2009	CAT B	RCB 213	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
214	09/01/2009	CAT B	RCB 214	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
215	09/01/2009	CAT B	RCB 215	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
216	12/01/2009	CAT B	RCB 216	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
217	13/01/2009	CAT B	RCB 217	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
218	15/01/2009	CAT B	RCB 218	Receipt Books Counter Foils	Record Room cupboard 1	Record Officer

					Shelf No 4-5	
219	15/01/2009	CAT B	RCB 219	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
220	16/01/2009	CAT B	RCB 220	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
221	19/01/2009	CAT B	RCB 221	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
222	19/01/2009	CAT B	RCB 222	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
223	19/01/2009	CAT B	RCB 223	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
224	21/01/2009	CAT B	RCB 224	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
225	21/01/2009	CAT B	RCB 225	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
226	23/01/2009	CAT B	RCB 226	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
227	23/01/2009	CAT B	RCB 227	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
228	23/01/2009	CAT B	RCB 228	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
229	29/01/2009	CAT B	RCB 229	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
230	01/02/2009	CAT B	RCB 230	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
231	02/02/2009	CAT B	RCB 231	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
232	06/02/2009	CAT B	RCB 232	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
233	06/02/2009	CAT B	RCB 233	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
234	09/02/2009	CAT B	RCB 234	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
235	09/02/2009	CAT B	RCB	Receipt Books	Record Room	Record

			235	Counter Foils	cupboard 1 Shelf No 4-5	Officer
236	09/02/2009	CAT B	RCB 236	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
237	10/02/2009	CAT B	RCB 237	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
238	12/02/2009	CAT B	RCB 238	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
239	13/02/2009	CAT B	RCB 239	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
240	13/02/2009	CAT B	RCB 240	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
241	13/02/2009	CAT B	RCB 241	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
242	16/02/2009	CAT B	RCB 242	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
243	16/02/2009	CAT B	RCB 243	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
244	16/02/2009	CAT B	RCB 244	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
245	16/02/2009	CAT B	RCB 245	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
246	16/02/2009	CAT B	RCB 246	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
247	18/02/2009	CAT B	RCB 247	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
248	19/02/2009	CAT B	RCB 248	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
249	19/02/2009	CAT B	RCB 249	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
250	21/02/2009	CAT B	RCB 250	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
251	22/02/2009	CAT B	RCB 251	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer



252	22/02/2009	CAT B	RCB 252	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
253	25/02/2009	CAT B	RCB 253	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
254	25/02/2009	CAT B	RCB 254	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
255	27/02/2009	CAT B	RCB 255	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
256	27/02/2009	CAT B	RCB 256	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
257	28/02/2009	CAT B	RCB 257	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
258	02/03/2009	CAT B	RCB 258	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
259	02/03/2009	CAT B	RCB 259	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
260	02/03/2009	CAT B	RCB 260	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
261	04/03/2009	CAT B	RCB 261	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
262	06/03/2009	CAT B	RCB 262	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
263	06/03/2009	CAT B	RCB 263	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
264	06/03/2009	CAT B	RCB 264	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
265	07/03/2009	CAT B	RCB 265	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
266	09/03/2009	CAT B	RCB 266	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
267	09/03/2009	CAT B	RCB 267	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
268	09/03/2009	CAT B	RCB 268	Receipt Books Counter Foils	Record Room cupboard 1	Record Officer

					Shelf No 4-5	
269	11/03/2009	CAT B	RCB 269	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
270	12/03/2009	CAT B	RCB 270	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
271	13/03/2009	CAT B	RCB 271	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
272	13/03/2009	CAT B	RCB 272	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
273	13/03/2009	CAT B	RCB 273	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
274	16/03/2009	CAT B	RCB 274	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
275	16/03/2009	CAT B	RCB 275	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
276	17/03/2009	CAT B	RCB 276	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
277	18/03/2009	CAT B	RCB 277	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
278	19/03/2009	CAT B	RCB 278	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
279	23/03/2009	CAT B	RCB279	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
280	23/03/2009	CAT B	RCB 280	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
281	23/03/2009	CAT B	RCB 281	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
282	23/03/2009	CAT B	RCB 282	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
283	23/03/2009	CAT B	RCB 283	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
284	23/03/2009	CAT B	RCB 284	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
285	25/03/2009	CAT B	RCB	Receipt Books	Record Room	Record

			285	Counter Foils	cupboard 1 Shelf No 4-5	Officer
286	26/03/2009	CAT B	RCB 286	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
287	30/03/2009	CAT B	RCB 287	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
288	30/03/2009	CAT B	RCB288	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer
289	30/03/2009	CAT B	RCB 289	Receipt Books Counter Foils	Record Room cupboard 1 Shelf No 4-5	Record Officer

**Category – ‘B’ Stock Book**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	28/10/1971	CAT B	STB 1	Stock Book	Record Room cupboard 1 Shelf No 3	Record Officer

**Category – ‘C’ Scale Register of Establishment**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	0	0	0	0	0	0

**Category – ‘D’ P.R. Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	20/03/2000	CAT D	PRR 1	P.R. Register	Record Room cupboard 2 Shelf No 3	Record Officer
2	03/01/2009	CAT D	PRR 2	P.R. Register	Record Room cupboard 2 Shelf No 3	Record Officer
3	01/01/2010	CAT D	PRR 3	P.R. Register	Record Room cupboard 2 Shelf No 3	Record Officer

**Category – ‘D’ Tappal Book**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	08/06/2006	CAT D	TPB 1	Tappal Book	Record Room cupboard 2 Shelf No 3	Record Officer
2	27/07/2007	CAT D	TPB 2	Tappal Book	Record Room cupboard 2 Shelf No 3	Record Officer
3	07/06/2008	CAT D	TPB 3	Tappal Book	Record Room cupboard 2 Shelf No 3	Record Officer

**Category – ‘D’ Attendance Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	01/02/1981	CAT D	ATT 1	Attendance Register	Record Room cupboard 2 Shelf No 2	Record Officer
2	01/08/1987	CAT D	ATT 2	Attendance Register	Record Room cupboard 2 Shelf No 2	Record Officer
3	01/01/1991	CAT D	ATT 3	Attendance Register	Record Room cupboard 2 Shelf No 2	Record Officer
4	01/04/1991	CAT D	ATT 4	Attendance Register	Record Room cupboard 2 Shelf No 2	Record Officer
5	01/11/1992	CAT D	ATT 5	Attendance Register	Record Room cupboard 2 Shelf No 2	Record Officer
6	01/06/1994	CAT D	ATT 6	Attendance Register	Record Room cupboard 2 Shelf No 2	Record Officer
7	01/07/1996	CAT D	ATT 7	Attendance Register	Record Room cupboard 2 Shelf No 2	Record Officer
8	01/08/1998	CAT D	ATT 8	Attendance Register	Record Room cupboard 2 Shelf No 2	Record Officer
9	01/01/2003	CAT D	ATT 9	Attendance Register	Record Room cupboard 2 Shelf No 2	Record Officer
10	01/05/2006	CAT D	ATT 10	Attendance Register	Record Room cupboard 2 Shelf No 2	Record Officer

11	01/05/2009	CAT D	ATT 10	Attendance Register	Record Room cupboard 2 Shelf No 2	Record Officer
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**Category – ‘D’ Medical Reimbursement files (Reg)**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	0	0	0	0	0	0

**Category – ‘D’ D.C. Bill Book**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	12/04/2004	CAT D	DCB 1	D.C. Bill Book (K.E.B & B.S.N.L)	Record Room cupboard 2 Shelf No 2	Record Officer
2	May/2004	CAT D	DCB 2	D.C. Bill Book (K.E.B & B.S.N.L)	Record Room cupboard 2 Shelf No 2	Record Officer
3	12/01/2006	CAT D	DCB 3	D.C. Bill Book (K.E.B & B.S.N.L)	Record Room cupboard 2 Shelf No 2	Record Officer
4	28/10/2006	CAT D	DCB 4	D.C. Bill Book (K.E.B & B.S.N.L)	Record Room cupboard 2 Shelf No 2	Record Officer
5	21/04/2007	CAT D	DCB 5	D.C. Bill Book (K.E.B & B.S.N.L)	Record Room cupboard 2 Shelf No 2	Record Officer

**Category – ‘D’ Log Books**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	19/07/2007	CAT D	LOG 1	Log Book	Record Room cupboard 2 Shelf No 2	Record Officer
2	01/08/2008	CAT D	LOG 2	Log Book	Record Room cupboard 2 Shelf No 2	Record Officer
3	01/05/2009	CAT D	LOG 3	Log Book	Record Room cupboard 2 Shelf No 2	Record Officer
4	24/02/2010	CAT D	LOG 4	Log Book	Record Room	Record

					cupboard 2 Shelf No 2	Officer
5	20/10/2010	CAT D	LOG 5	Log Book	Record Room cupboard 2 Shelf No 2	Record Officer

**Category – ‘D’ LPC Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	1993	CAT D	LPC 1	LPC Book	Record Room cupboard 2 Shelf No 2	Record Officer

**Category – ‘D’ Out Patient Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	04/01/2010	CAT D	OPD 1	Out Patient Register	Record Room cupboard 2 Shelf No 3	Record Officer

**Category – ‘D’ Admission Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	10/09/1987	CAT D	ADR 1	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
2	04/01/1990	CAT D	ADR 2	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
3	01/02/1990	CAT D	ADR 3	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
4	01/09/1994	CAT D	ADR 4	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
5	03/04/1995	CAT D	ADR 5	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
6	18/07/1995	CAT D	ADR 6	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
7	16/11/1995	CAT D	ADR 7	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
8	19/03/1996	CAT D	ADR 8	Admission Register	Record Room cupboard 1	Record Officer

					Shelf No 1	
9	21/03/1997	CAT D	ADR 9	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
10	11/04/1997	CAT D	ADR 10	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
11	28/08/1997	CAT D	ADR 11	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
12	13/06/1998	CAT D	ADR 12	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
13	24/02/1998	CAT D	ADR 13	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
14	07/04/2000	CAT D	ADR 14	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
15	13/10/2000	CAT D	ADR 15	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
16	01/02/2001	CAT D	ADR 16	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
17	21/05/2001	CAT D	ADR 17	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
18	01/04/2002	CAT D	ADR 18	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
19	11/09/2002	CAT D	ADR 19	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
20	28/10/2002	CAT D	ADR 20	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
21	05/11/2004	CAT D	ADR 21	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
22	27/08/2005	CAT D	ADR 22	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
23	03/12/2005	CAT D	ADR 23	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
24	21/08/2008	CAT D	ADR 24	Admission Register	Record Room cupboard 1 Shelf No 1	Record Officer
25	19/06/2009	CAT D	ADR	Admission	Record Room	Record Officer

			25	Register	cupboard 1 Shelf No 1	
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**Category – ‘D’ Antenatal Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	18/03/2005	CAT D	ANC 1	ANC Register	Record Room cupboard 2 Shelf No 3	Record Officer
2	16/06/2006	CAT D	ANC 2	ANC Register	Record Room cupboard 2 Shelf No 3	Record Officer
3	16/07/2007	CAT D	ANC 3	ANC Register	Record Room cupboard 2 Shelf No 3	Record Officer
4	29/02/2008	CAT D	ANC 4	ANC Register	Record Room cupboard 2 Shelf No 3	Record Officer
5	03/09/2010	CAT D	ANC 5	ANC Register	Record Room cupboard 2 Shelf No 3	Record Officer

**Category – ‘D’ Major O.T. Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	02/02/2005	CAT D	MAJ 1	Major O.T. Register	Record Room cupboard 2 Shelf No 2	Record Officer

**Category – ‘D’ Minor O.T. Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	17/04/1984	CAT D	MIN 1	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
2	02/06/1987	CAT D	MIN 2	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
3	10/09/1987	CAT D	MIN 3	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
4	18/07/1989	CAT D	MIN 4	Minor O.T.	Record Room	Record Officer



				Register	cupboard 2 Shelf No 3	
5	01/09/1989	CAT D	MIN 5	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
6	04/08/1990	CAT D	MIN 6	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
7	01/04/1992	CAT D	MIN 7	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
8	01/04/1992	CAT D	MIN 8	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
9	01/04/1993	CAT D	MIN 9	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
10	01/06/1993	CAT D	MIN 10	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
11	22/06/1994	CAT D	MIN 11	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
12	02/11/1995	CAT D	MIN 12	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
13	02/04/1996	CAT D	MIN 13	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
14	04/04/1997	CAT D	MIN 14	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
15	01/04/1999	CAT D	MIN 15	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
16	11/04/2000	CAT D	MIN 16	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
17	01/01/2001	CAT D	MIN 17	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
18	26/03/2002	CAT D	MIN 18	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
19	16/07/2003	CAT D	MIN 19	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
20	20/10/2003	CAT D	MIN 20	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer

21	02/02/2005	CAT D	MIN 21	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
22	01/06/2005	CAT D	MIN 22	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
23	14/02/2006	CAT D	MIN 23	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer
24	16/04/2008	CAT D	MIN 24	Minor O.T. Register	Record Room cupboard 2 Shelf No 3	Record Officer

**Category – ‘D’ Infant Death Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	0	0	0	0	0	0

**Category – ‘E’ R.T.I. Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	14/08/2009	CAT D	RTI 1	R.T.I Register	Record Room cupboard 2 Shelf No 3	Record Officer

**Category – ‘E’ Casual Leave Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	0	0	0	0	0	0

**Category – ‘E’ Dog Bite Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	28/11/2005	CAT E	DOG 1	Dog Bite Register	Record Room cupboard 2 Shelf No 4	Record Officer

2	17/11/2007	CAT E	DOG 2	Dog Bite Register	Record Room cupboard 2 Shelf No 4	Record Officer
3	21/03/2009	CAT E	DOG 3	Dog Bite Register	Record Room cupboard 2 Shelf No 4	Record Officer

**Category – ‘E’ Maternity Case Sheet**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	01/01/2010 to 30/01/2010 90 Case Sheets	CAT E	MCS 1	Maternity Case Sheet	Record Room cupboard 2 Shelf No 5	Record Officer
2	01/02/2010 to 26/02/2010 69 Case Sheets	CAT E	MCS 2	Maternity Case Sheet	Record Room cupboard 2 Shelf No 5	Record Officer
3	01/03/2010 to 31/03/2010 65 Case Sheets	CAT E	MCS3	Maternity Case Sheet	Record Room cupboard 2 Shelf No 5	Record Officer
4	03/04/2010 to 30/04/2010 79 Case Sheets	CAT E	MCS 4	Maternity Case Sheet	Record Room cupboard 2 Shelf No 5	Record Officer
5	01/05/2010 to 31/05/2010 84 Case Sheets	CAT E	MCS 5	Maternity Case Sheet	Record Room cupboard 2 Shelf No 5	Record Officer
6	03/06/2010 to 30/06/2010 84 Case Sheets	CAT E	MCS 6	Maternity Case Sheet	Record Room cupboard 2 Shelf No 5	Record Officer
7	01/07/2010 to 31/07/2010 92 Case Sheets	CAT E	MCS 7	Maternity Case Sheet	Record Room cupboard 2 Shelf No 5	Record Officer
8	01/08/2010 to 31/08/2010 90 Case Sheets	CAT E	MCS 8	Maternity Case Sheet	Record Room cupboard 2 Shelf No 5	Record Officer
9	01/09/2010 to 30/09/2010 96 Case Sheets	CAT E	MCS9	Maternity Case Sheet	Record Room cupboard 2 Shelf No 5	Record Officer
10	01/10/2010 to 29/10/2010 63 Case Sheets	CAT E	MCS 10	Maternity Case Sheet	Record Room cupboard 2 Shelf No 5	Record Officer
11	01/11/2010 to 30/11/2010 87 Case Sheets	CAT E	MCS 11	Maternity Case Sheet	Record Room cupboard 2 Shelf No 5	Record Officer
12	01/12/2010 to 31/12/2010 87 Case Sheets	CAT E	MCS 12	Maternity Case Sheet	Record Room cupboard 2 Shelf No 5	Record Officer

**Category – ‘E’ Sterlization Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	01/01/2010 59 Cases	CAT E	Sterl 1	Sterlization Register	Record Room cupboard 2 Shelf No 4	Record Officer
2	01/02/2010 61 Cases	CAT E	Sterl 2	Sterlization Register	Record Room cupboard 2 Shelf No 4	Record Officer
3	01/03/2010 59 Cases	CAT E	Sterl 3	Sterlization Register	Record Room cupboard 2 Shelf No 4	Record Officer
4	01/04/2010 57 Cases	CAT E	Sterl 4	Sterlization Register	Record Room cupboard 2 Shelf No 4	Record Officer
5	01/05/2010 59 Cases	CAT E	Sterl 5	Sterlization Register	Record Room cupboard 2 Shelf No 4	Record Officer
6	01/06/2010 51 Cases	CAT E	Sterl 6	Sterlization Register	Record Room cupboard 2 Shelf No 4	Record Officer
7	01/07/2010 39 Cases	CAT E	Sterl 7	Sterlization Register	Record Room cupboard 2 Shelf No 4	Record Officer
8	01/08/2010 40 Cases	CAT E	Sterl 8	Sterlization Register	Record Room cupboard 2 Shelf No 4	Record Officer
9	01/09/2010 38 Cases	CAT E	Sterl 9	Sterlization Register	Record Room cupboard 2 Shelf No 4	Record Officer
10	01/10/2010 46 Cases	CAT E	Sterl 10	Sterlization Register	Record Room cupboard 2 Shelf No 4	Record Officer
11	01/11/2010 41 Cases	CAT E	Sterl 11	Sterlization Register	Record Room cupboard 2 Shelf No 4	Record Officer
12	01/12/2010 60 Cases	CAT E	Sterl 11	Sterlization Register	Record Room cupboard 2 Shelf No 4	Record Officer

**Category – ‘E’ M.T.P Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	01/09/1997	CAT E	MTP 1	M.T.P. Register	Record Room cupboard 2 Shelf No 4	Record Officer
2	03/09/2002	CAT E	MTP 2	M.T.P. Register	Record Room	Record

					cupboard 2 Shelf No 4	Officer
3	16/12/2003	CAT E	MTP 3	M.T.P. Register	Record Room cupboard 2 Shelf No 4	Record Officer

**Category – ‘E’ IUCD Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	20/11/2009	CAT E	CUT 1	IUCD Register	Record Room cupboard 2 Shelf No 4	Record Officer
2	13/02/2002	CAT E	CUT 2	IUCD Register	Record Room cupboard 2 Shelf No 4	Record Officer

**Category – ‘E’ Lab Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	19/03/2004	CAT E	LAB 1	Lab Register	Record Room cupboard 2 Shelf No 4	Record Officer
	16/08/2005	CAT E	LAB 2	Lab Register	Record Room cupboard 2 Shelf No 4	Record Officer
	12/01/2007	CAT E	LAB 3	Lab Register	Record Room cupboard 2 Shelf No 4	Record Officer
	01/04/2008	CAT E	LAB 4	Lab Register	Record Room cupboard 2 Shelf No 4	Record Officer
	25/07/2008	CAT E	LAB 5	Lab Register	Record Room cupboard 2 Shelf No 4	Record Officer
	01/08/2009	CAT E	LAB 6	Lab Register	Record Room cupboard 2 Shelf No 4	Record Officer
	06/09/2010	CAT E	LAB 7	Lab Register	Record Room cupboard 2 Shelf No 4	Record Officer

**Category – ‘E’ Referral Book**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	14/10/2008	CAT E	Refe 1	Referral Book	Record Room	Record

					cupboard 2 Shelf No 4	Officer
	15/05/2010	CAT E	Refe 2	Referral Book	Record Room cupboard 2 Shelf No 4	Record Officer

**Category – ‘E’ Complaint Files**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	16/02/2009	CAT E	Complaint 1	Referral Book	Record Room cupboard 2 Shelf No 4	Record Officer
	01/09/2010	CAT E	Complaint 2	Referral Book	Record Room cupboard 2 Shelf No 4	Record Officer

**Category – ‘E’ Condemned Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	18/04/1998	CAT E	Condem Reg 1	Condem Book	Record Room cupboard 2 Shelf No 4	Record Officer

**Category – ‘E’ Scanning Register**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	01/07/2008	CAT E	SCN 1	Scanning Register	Record Room cupboard 2 Shelf No 4	Record Officer

**Category – ‘E’ Doctor’s Call Book**

Sl No	Date on which opened (Files to be listed chronologically)	Category A,B,C,D,E, etc.(files to be listed alphabetically according to category)	File No	Subject of file	Location of file: Room/ cupboard/ shelf number	Date on which file can be destroyed/ custodian of file
1	14/10/2001	CAT E	Call Book 1	Call Book	Record Room cupboard 2 Shelf No 4	Record Officer