

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	15-09-1995 Mahesh	A	2	S.R	Self No-2	
2	22-01-1983 Saroja	A	2	S.R	Self No-2	
3	04-11-2004 Nagamma	A	2	S.R	Self No-2	
4	02-07-1984 R.V.Ramu	A	2	S.R	Self No-2	
5	01-01-1990 Sampangamma	A	2	S.R	Self No-2	
6	26-07-1979 Vasu	A	2	S.R	Self No-2	
7	04-01-1973 Muniyamma	A	2	S.R	Self No-2	
8	03-09-1884 Padma	A	2	S.R	Self No-2	
9	24-03-1979 Tulasamma	A	2	S.R	Self No-2	
10	25-04-1979 Nagaraj	A	2	S.R	Self No-2	

11	01-01-1990 Devadas	A	2	S.R	Self No-2	
12	19-05-1981 Marry	A	2	S.R	Self No-2	
13	12-10-2005 Chinnaiah	A	2	S.R	Self No-2	
14	09-10-1987 Yshodha	A	2	S.R	Self No-2	
15	21-03-1998 Mahalakshmi	A	2	S.R	Self No-2	
16	14-10-2003 Venkatamma	A	2	S.R	Self No-2	
17	17-11-1980 Dhanamma	A	2	S.R	Self No-2	
18	26-02-1971 Nirmalamma	A	2	S.R	Self No-2	
19	28-06-1974 E.N.gajendra	A	2	S.R	Self No-2	
20	16-06-1972 Lakshmipathy	A	2	S.R	Self No-2	
21	01-01-1990 Gangappa	A	2	S.R	Self No-2	
22	23-03-1979 Prabhavathi	A	2	S.R	Self No-2	
23	01-01-1990 Kamala	A	2	S.R	Self No-2	
24	01-01-1970 Penchalaiah	A	2	S.R	Self No-2	
25	01-01-1990 Kondamma	A	2	S.R	Self No-2	
26	01-01-1990 Achamma	A	2	S.R	Self No-2	
27	01-01-1990 Gopal	A	2	S.R	Self No-2	

28	01-01-1990 Lakshamma	A	2	S.R	Self No-2	
29	01-01-1990 B.Jayamma	A	2	S.R	Self No-2	
30	23-03-1979 Lakshamma	A	2	S.R	Self No-2	
31	22-09-1981 Narayanaswamy	A	2	S.R	Self No-2	
32	01-01-1990 Chinnabhaiah	A	2	S.R	Self No-2	
33	01-12-1980 A.t.Kumari	A	2	S.R	Self No-2	

Category –“B”A
cutance Register

Sl No	Date on which opened (files to listed chronologically)	Category A,B,C,D,E,etc (files to listed alphabetically)	File no PAGE Nos	Subject of file	Location of file Room/cupboard shelf number	Date on which file can be destroyed
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		according to category)				file
1	01-01-2009	B	1	Acutance Book	Self No-3	
2	01-10-2009	B	1	H.R.M.S	Self No-3	

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	B	1	Auto Book	Self No-4	
2	01-01-2009	B	1	Lorry Book	Self No-4	
3	01-01-2009	B	1	Audit Book	Self No-4	
4	01-01-2009	B	1	Stock Book	Self No-4	

Category –“D” Register

Sl 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	2009	D	1	P.R Book	Self No 4	
2	2009	D	1	Tapal Book	Self No 4	
3	2009	D	1	Attandance Book	Self No 4	
4	2009	D	1	D,C Bill Book	Self No 4	
5	2009	D	1	Order Copies file	Self No 4	
6	2009	D	31	Muster roll book	Self No 4	
7	2009	D	1	L P C Book	Self No 4	
8	2009	D	1	Indent Book	Self No 4	