

CHAPTER 6
Manual 5

**A statement of the categories of documents that are held by SMB or
under its control**

(As per sections 4(1) (b) (vii) of RTI Act, 2005)

The various Branches of the **SMB** have files relating to the different subjects along with the references and the correspondence thereof. The categories of documents held by the SMB are as follows:

1. Files relating to various subjects.
2. ACR Dossiers of Officers and Staff of the Department.
3. Reports on projects, schemes and studies etc.