

**Section-4(1)(b)(v)**

**The rules/regulation/instruction/manuals & records, held by CIC or under its control or used by its employees for discharging its functions:-**

1. The Right to Information Act(RTI), 2005 read with Right to Information Rules, 2012.  
<http://www.cic.gov.in/rti-notifications>
2. Office Memorandum regarding Record Retention Schedule.  
File No. 26/1/2011-CIC/Admn Dated 22<sup>th</sup> February, 2011  
[http://www.cic.gov.in/sites/default/files/Circulars%20%26Noification/OfficeOrder\\_22022011.pdf](http://www.cic.gov.in/sites/default/files/Circulars%20%26Noification/OfficeOrder_22022011.pdf)
3. Office Memorandum regarding Record Retention Schedule.  
File No. 26/1/2011-CIC/Admn Dated 9<sup>th</sup> February, 2016  
[http://www.cic.gov.in/sites/default/files/Circulars%20%26Noification/2017-06-09\\_08-41-14.pdf](http://www.cic.gov.in/sites/default/files/Circulars%20%26Noification/2017-06-09_08-41-14.pdf)
4. Office Memorandum regarding Weeding out/ Retention Policy/Guidelines for quasi judicial old records/files of the Commission Record Retention Schedule.  
File No. 26/1/2011-CIC/M&R Dated 20<sup>th</sup> July, 2016  
<http://www.cic.gov.in/sites/default/files/Circulars%20%26Noification/WeedingFiles.pdf>
5. Administrative rules & regulations as followed by Central Govt are used in the Commission mutatis mutandis.
6. The Annual report issued by CIC in terms of Section 25(1) of RTI Act, 2005 is available on CIC's Website at  
<http://www.cic.gov.in/reports/37>