

Section-4(1)(b)(vi)

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

S.No.	Subject	Type of Document/File/Muster/Register/Voucher- etc.
1	Appeals	Physical Files/Electronic Files
2	Complaints	Physical Files/Electronic Files
3	General/ Miscellaneous	Files/Folders
4	Administration	Files
5	Annual Report	Files