

## Manual-6

### **A Statement of categories of the documents that are held by it for under its control {Section 4(1)(b)(vi)}**

1. Personal files/Service Books of the officers/officials working on the strength of Directorate of Prosecution,
2. Pay Bill Register, Bill Register,
3. Acquaintance Roll Register,
4. Postage Stamp record Register,
5. Register of contingent Register,
6. Budget file,
7. Register of stock of consumable/non-consumable stores items and stationary,
8. Cash Book,
9. Register showing expenses of Head of Account,
10. Departmental Diary Register,
11. Departmental Dispatch Register,
12. Issue Register,