

## Categories of documents held or under control

1. Replies to parliamentary questions.
2. Replies to RTI.
3. Annual report of the department.
4. Annual reports and audited statements of accounts which are required to be tabled in the parliament of India by the department.
5. Utilization certificates for the grants-in-aid received.
6. Audit reports.
7. Research and Development activities.
8. Orders regarding appointments in respect of officers/faculty.
9. Memorandum of Understanding/Contracts/Agreements executed with various agencies.

