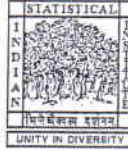


# INDIAN STATISTICAL INSTITUTE

RECEIVED  
28/4/14  
sm

Telephones : (033) 2577 6927 /  
2575- 2251  
Fax : +(91)(33) 2577 6033  
E-mail : ceaf@isical.ac.in



203 BARRACKPORE TRUNK ROAD  
KOLKATA 700 108, INDIA

No.CAF/21-A/270/ 057  
21 April, 2014

Shri H.K.Sachdeva  
7/108, Malviya Nagar,  
New Delhi-110017

Dear Sir,

With reference to your RTI application dated 25.03.2014, received by the CPIO on 28.03.2014, the information, as sought for, are furnished below:-

Information sought		Information supplied
A.	Please supply copy of letter / document / circular regarding policy of maintenance and preservation of site order book for contracts in ISI.	No written-down procedure/policy is available.
B.	Please supply copy of letter / document / circular regarding policy of maintenance and preservation of cement register for contracts in ISI.	
C.	Please supply copy of letter / document / circular regarding policy of maintenance and preservation of Material at site account for contracts in ISI.	
D.	Please supply copy of letter / document / circular regarding policy of maintenance and preservation of drawing issue register for contracts in ISI.	
E.	Please supply copy of letter / document / circular regarding policy of maintenance and preservation of still issue register for contracts in ISI.	
F.	Please supply copy of letter / document / circular regarding policy of maintenance and preservation of guard file for contracts in ISI.	
G.	Please supply copy of letter / document / circular regarding policy of maintenance and preservation of inspection register for contracts in ISI.	
H.	Please supply copy of letter / document / circular regarding policy of maintenance and preservation of hindrance register for contracts in ISI.	
I.	Please supply copy of letter / document / circular regarding policy of wedding out of old records.	

Your RTI application dated 25.03.2014, received by the CPIO on 28.03.2014, is disposed off. Prof. Bimal K. Roy, Director of the Institute at the above address is the Appellate Authority.

Yours faithfully,

OSD.  
Joh...  
28/4/14

(S.K. Iyer) 21/4/2014  
Central Public Information Officer

copy to: ✓ Head  
Delhi Centre