

CATALOGUING AND INDEXING OF RECORDS FOR THE YEAR 2005 - Administration & Accounts sections

SL.NO.	Record No.(in trilateral index)	Title /Subject Matter	Record creation Date	Disposal/Classification of records(A,B,C & D)	Record closure Date	Date of sending to record section
1	KIC 22/XEROX/2005	PURCHASE OF PHOTOCOPIER (XEROX MACHINE) FOR KIC	22-08-2005	"B" Dis		
1A.	KIC 108/2005	DEPUTATION OF SMT. S. SUJATHA, STENOGRAPHER TO KIC FROM PWD.	5/12/2005	"C" Dis	5/12/2005	5/12/2005
1B.	KIC131/TAPPAL/2005	PURCHASE OF STAMPS FOR DISPACH SECTION	25-09-2005	"B" Dis		
2	KIC 126/2005	PENSION OF SRI. S.R. SAINATH PRAKASH, UNDER SECRETARY.	2/12/2005	"C" Dis	2/12/2005	2/12/2005
2A.	KIC 128/DEP/2005	DEPUTATION OF OFFICIALS TO KIC FROM OTHER GOVT. OFFICERS	2/12/2005	"C" Dis	23-03-2006	23-03-2006
3	KIC 150/SER/2005	RE-EMPLOYMENT OF RETIRED GOVT. SERVANT SRI. SAINATH PRAKASH UNDER SECRETARY TO KIC	22-012-2005	"C" Dis	3/5/2006	3/5/2006
3A.	KIC 157/COMP/2005	PURCHASE OF DESKTOP/LAPTOP COMPUTERS FOR KIC	23-12-2005	"B" Dis		
4	KIC 165/APPT/2005	RE-EMPLOYMENT OF SRI D.B. VISWANATH, ASST. TO KIC FROM 07-02-2006	16-12-2005	"C" Dis		
4A.	KIC 147 /TEL/2005	PROVIDING TELEPHONES/MOBILES TO THE FUNCTIONERIES OF KIC	9/12/2005	"B" Dis		
5	KIC EST 95/2005	DEPUTATION ALLOWANCE TO THE SECRETARY STAFF WORKING IN KIC	28-10-2005	"B" Dis	7/7/2006	7/7/2006
5A.	KIC 42/ST/2005	SUPPLY OF STATIONERY SUCH AST PAPERS, FILE BOARDS, PADS, LETTER LEADS, NOTICES, SUMMONS PRINTS FROM GOVT. PRESS	31-08-2005	"C" Dis		
5B.	KIC 85/CAR/2005	PURCHASE OF TATA INDIGO CAR TO SRI. K.A. THIPPESWAMY, SIC.	11/10/2005	"B" Dis		

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6	KIC 130/AICT/2005	PROVINDING SUITABLE ACCOMMODATION TO KIC M.S. BUILDING , B'LORE. ADDITIONS, ALTERATION ETC.,	7/12/2005	"C" Dis		
7	KIC/ACT/BUD/2005	PREPERATION OF BUDGET ESTIMATES FOR 2006-07 AND 2007-08	26-10-2005	"B" Dis	5/2/2007	5/2/2007
8	KIC/ACT/IMP/2005	PAYMENT OF AMOUNT FROM OFFICE IMPREST AMOUNT FOR 2005-06	8/10/2005	"C" Dis	24/8/2006	24/8/2006
9	KIC/ACT/2005-06	SALARIES AND ALLOWANCES OF SRI. K. K. MISRA, SCIC FROM 15-10-05	10/10/2005	"B" Dis		
10	KIC/ACT/TRAVEL/05	CLAIM OF TRAVELLING ALLOWANCES OF SRI. K.K. MISRA, SCIC FROM 7-12-05	5/12/2005	"B" Dis		
11	KIC/ACT/MRB/2005	REIMBURSEMENT OF MEDICAL EXPENSES OF SRI. K.K. MISRA, SCIC FROM 15-10-2005	10/10/2005	"B" Dis		
12	KIC/ACT/TRAVEL/05	CLAIM OF TRAVELLING ALLOWANCES OF SRI. K.A. THIPPESWAMY SIC FROM 03-01-2006	3/1/2006	"B" Dis		
13	KIC/ACT/OE/2005	DETAILS OF AMOUNT DRAWN UNDER HEAD, 'OFFICE EXPENSES' FOR 2005-06 FROM 08-09-2005	5/9/2005	"C" Dis	24/4/2006	24/4/2006
14	KIC/PPB/ACT/2005	DEPUTATION OF SRI. N. VENU. ASST. TO KIC FROM MINES AND ZEOLGY DEPT B'LORE	28-10-2005	"C" Dis	5/2/2007	5/2/2007
15	KIC/ACT/LTC/2005	LEAVE TRAVEL CONCESSION TO SRI. S.R. SAINATH PRAKASH, UNDER SECRETARY FOR 2005-06	22-10-2005	"C" Dis	3/2/2007	3/2/2007
16	KIC/ACT/SCA/2005	CHARGE ALLOWANCE TO SRI. S.R. SAINATH PRAKASH. UNDER SECRETARY FROM 2005-06	10/9/2005	"C" Dis	8/3/2006	8/3/2006

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16A	SCIC /01/PIO/2005	APPOINT OF PIO AND APPELLATE AUTHORITY IN KIC NOTIFICATION	13/09/05	"B" Dis	13/09/05	13/09/05
17	KIC/SIC/ACT/2005	SALRY AND ALLOWANCES OF SRI.K.A.TIPPESWAMY SIC CORRESPONDANCES	19/12/05	"B" Dis	20/03/2006	20/03/2006