

**Section 4(1)(b)(v)**

The rules/manuals & records, held by Central Information Commission or under its control or used by its employees for discharging its functions are as follows:

Sl. No.	Documents	Custodian
1.	The Right to Information Act (RTI), 2005 read with Right to Information Rules, 2012	DoPT
2.	Office Memorandum regarding Record Retention Schedule. File No. 26/1/2011-CIC/Admn Dated 22th February, 2011	DARPG
3.	Office Memorandum regarding Record Retention Schedule. File No. 26/1/2011-CIC/Admn Dated 9th February, 2016	DARPG
4.	Office Memorandum regarding Weeding out/ Retention Policy/Guidelines for quasi-judicial old records/files of the Commission Record Retention Schedule. File No. 26/1/2011-CIC/M&R Dated 20th July, 2016	Legal Cell/CR Section/CIC
5.	Administrative rules & regulations as followed by Central Govt are used in the Commission mutatis mutandis	Guidelines/Rules issued by DoPT and DOLA
6.	The Annual report issued by CIC in terms of Section 25(1) of RTI Act, 2005	MR-Section/CIC
7.	Transparency Audit data as per DoPT OM No. 1/6/2011-IR dated 15.04.2013	Legal Cell/CIC
8.	Department of Legal Affairs' OM No. 26(1)/99-Judl. dated 24.09.1999, OM No. 2(1)/2014/Judl. dated 01.10.2015, OM No. J-11013/4/2017-Judl. dated 20.11.2017	DoLA
9.	Central Information Commission's Internship Scheme No. 21/JS(Law)/CIC/Intern/2019 dated 31.07.2019 for the Law students.	Legal Cell/CIC
10.	Records related to International Coordination.	Legal Cell/CIC

2. Among the aforesaid documents, the documents at Sl. No.7, 9 & 10 are under custody of legal Section. Documents mentioned at serial no. 7 & 10 are available in Annual Report of CIC which is available on website of CIC. Also, Document mentioned at serial no. 9 is available on the website of the CIC at home page at link <https://cic.gov.in/all-internship>.