

पिंपरी चिंचवड महानगरपालिका
बांधकाम परवानगी व अनधिकृत बांधकाम नियंत्रण विभाग
मॅन्युअल क्र . ६
कलम ४(१)(ब)(ii)

अ.क्र.	विषय	दस्तऐवज प्रकार	वर्ग
१	Building Permission Register	Permanent Record	A
२	Agreement & Deposit of Bldg Permission in road winding line	Permanent Record	A
३	Building Permission files	Permanent Record	A
४	Building Permission cases	Permanent Record	A
५	Completion Certificate register	Permanent Record	A
६	Compound fee register	Permanent Record	A
७	Dead Stock Register	Permanent Record	A
८	Register of Service Book	Permanent Record	A
९	Service Book	30 Years	B
१०	Pay Bill & Register	30 Years	B
११	Muster Roll	10 Years	B 1
१२	BP Cases & Construction of Latrine permission files	10 Years	B 1
१३	Medical Re imbursement files	10 Years	B 1
१४	Building Permission Rejection files	10 Years	B 1
१५	Inward Outward Register	5 Years	C
१६	Worksheet	5 Years	C
१७	Tapal Book	5 Years	C
१८	Budget Provision Register	5 Years	C
१९	Budget Provision Files	5 Years	C
२०	Audit Objections & Compliances	5 Years	C
२१	T A Bill / LTA Bills	5 Years	C
२२	Register of Notices	5 Years	C
२३	License Surveyor fee Register	5 Years	C
२४	Development Charges & Scrutiny fees	5 Years	C
२५	Income tax files and form no. 16	5 years	C