

ITEM NO 14 : Details in respect of the information, available to or held by the VMH, reduced in an electronic form.

Information not held in Digital form. Digitization of files relating to various Units comprising Noting portion, Receipts and routine correspondence is going on. These are being held in physical form.

2. Information held in Digital form

| | Name of Document/ Record | Location of record | person with designation responsible for maintaining the record | Life span of the record | Web -Link |
|---|------------------------------------|-----------------------------------|---|--|---|
| 1 | Acts & Rules | Held in concerned Unit of the VMH | Office Superintendent / dealing Assistant of concerned Units in the VMH | As per applicable Record Retention Schedule of (i) DAR PG; (ii) GFR 2005 | http://victoriameorial-cal.org/uploads/VMAR.pdf |
| 2 | Annual Reports | Accounts Unit | Accounts Officer | Do | http://victoriameorial-cal.org/annualReport/index/en |
| 3 | Budget & Outcome Budget | Do | Do | Do | http://victoriameorial-cal.org/uploads/Proactive%20Disclosure/9.pdf |

Detailed information about VMH is available on the VMH's web site www.victomem-cal.org.in