

CHAPTER - 6

A statement of the categories of documents that are held by it or under its control.

Classification of Record	Type of Record	Duration of keeping Records.
A	Indoor paper (MLC) Death Register	Permanent
B	Books casualty patient Books delivery Record	30 years
C1	Books of injury certificate Police certificate Book — Registration and patient admission indoor	10 years
C2	Under treatment certificate Registration of O.P.D. Patient Indoor paper	5 years