


 <p>Bhakra Beas Nation's Pride</p>	<h2>Bhakra Beas Management Board</h2> <h3>Right To Information Act 2005</h3> <h3>Manual - 5</h3>	 <p>IS / ISO 9001 QMS</p>	 <p>IS/ISO 14001 EMS</p>	 <p>IS 18001 OHSMS</p>
<b>A Statement of the categories of documents that are held by it of under its control.</b>				

STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL.		
Sr. No.	Name of the Document	Content/Availability
1.	i) Annual Administrative Report ii) Introduction iii) Operational Performance iv) Operation & Maintenance v) Financial Performance vi) Decisions of the Board vii) Organizational Set up viii) Water-Power Study ix) Environment x) Management xi) Human Resource Development.	With Special Secretary <a href="https://www.bbmb.gov.in/reports.htm">https://www.bbmb.gov.in/reports.htm</a>
2.	Operation Manuals	With respective Chief Engineer
3.	Project Reports	With BBDO, Nangal
4.	-BBMB Accounting Procedure. -BBMB Manual of Accounts Code. -Budget & other financial hand books and statutes.	With FA & CAO
5.	(IMS) Integrated Management System Manual for QMS, EMS & OH&S MS	With Central Management Representative (CMR) Director/Security & Consultancy
6.	Common Management Procedure Document	With Central Management Representative (CMR) Director/Security & Consultancy
7.	Common Legal Manual	With Central Management Representative (CMR) Director/Security & Consultancy
8.	<u>IRRIGATION WING</u> 1. Annual `Action Plan: - Chief Engineer/BhakraDam - Chief Engineer/Beas Dam - Chief Engineer/BSL 2. Periodical Return regarding `Heavy Earth Moving Machinery Equipment's'. 3. Document showing shortlisted firms for procurement of various items in BBMB for BBMB as a whole.	With Deputy Secretary/Plg.
9.	<u>POWER WING</u> Annual Action Plan - ChiefEngineer/Generation - Chief Engineer/TS - Chief Engineer/SO	With Special Secretary

10.	<ul style="list-style-type: none"> <li>- Panel of Advocates for the different courts.</li> <li>- Payment of counsel fee</li> <li>- List of pending Court cases.</li> </ul>	With Sr.Law Officer
11.	<ul style="list-style-type: none"> <li>- Work Instructions for the Annual programme.</li> <li>- Quarterly Progress Report of the Board on Maps (bilingual titles etc.)</li> <li>- Record of Quarterly meetings of the Official Language Implementation Committee of Board Secretariat.</li> <li>- Quarterly Progress Report of Board Secretariat on Progressive Use of Hindi.</li> <li>- Review of Quarterly Progress Report of subordinate offices on Progressive Use of Hindi.</li> <li>- Training of BBMB employees under Hindi Teaching Scheme – Hindi Typing and Steno.</li> <li>- Record of Quarterly/Half Yearly and Yearly Progress Report of Board Sectt. on Progressive Use of Hindi for Nagar Rajbhasha Karyanvayan Samiti.</li> </ul>	With Hindi Officer

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