

**STATEMENT OF CATEGORIES OF DOCUMENTS THAT ARE HELD  
BY IT OR UNDER ITS CONTROL**

<b>CATEGORIES OF DOCUMENTS MAINTAINED</b>	
<b>Goods---Operating Department</b>	
1	Freight Policy
2	Goods Loading & Unloading
3	Goods Target
4	Operating Performance
5	Audit ,Draft para
6	Power Plan
7	Daily Restriction Advice
8	Container, Cement, Gypsum, Mustard Seed & oil Loading etc.
9	Military Movement etc.
<b>Coaching (Passenger) --- Operating Department</b>	
1	Special Trains on FTR
2	Special Trains for Mela traffic
3	Special Trains to clear Summer, Winter/Pooja vacation period
4	Details of Coach on FTR
5	Experimental Halt
6	Public Time Table
7	Punctuality
8	Introduction, Extension and Cancellation of trains.