

Plantation 'C'

Sl. No.	Subjects/records Group	Retention period	Remarks
1	Legislation/ amendment of Rubber Act. 1947	A	
2	Rules & Regulations framed under the Rubber Acts 1947	B	
3	Rubber Board a) Establishment b) Reconstitution of Board c) Appointments of Chairman/ Directors d) Appointments of Chairman/ Directors e) Meetings of Board Agenda, minutes	B C-5 C-5 C-5 C-3	Notification in Guard file
9	Representations relating to nature rubber	C-3	
10	Rubber export/ import policy	B	
11	Foreign collaboration agreements between India and Foreign Countries/ Organizations relating to Rubber	B	
12	Plan Schemes of Board	B	
13	Statistics regarding Prices/ Production/ Consumption/ exports/ imports Rubber	C-3	Report/ Data -B
14	Delegation abroad	C-5	
17	Five Year Plans	B	
18	Monthly, report from the Rubber Board	C-1	
19	Annual Report	C-3	Report -B
20	Inter Governmental meetings on Natural Rubber	C-5	Important Decisions -B
21	Meetings of International Rubber Study Group (IRSD), Agenda, Minutes	C-5	
22	Participation in National/ International Exhibition/ Fairs/ Seminars etc.	C-3	
23	Setting up of Price Stabilization Fund Trust (PSFT)	B	
24	Establishment matters of PSFT	C-5	
25	Announcement of Price Spectrum Bands	C-3	
25	World Bank Assistance on Rubber Projects	B	
26	Court Cases	C-3 After final settlement under normal course of Law	