

Sl. No.	Subjects/records Group	Retention period	Remarks
<b><u>Technical Assistance/Trade Commissioner (TA/TC)</u></b>			
1	Deputation Of Officers for training abroad: i) Short term ii) Long term	C-3 C-5	
2	Technical Assistance Selection Committee – Agenda, Minutes	C-10	
3	Selection/Deputation of Officers in International Organisations	C-10	
4	Budget for Commercial Missions	C-5	