

## CHAPTER - 6 (MANUAL 5)

### 6.A Statement of the categories of documents that are held by it or under its control.

6.1 Use the format given below to give the information about the official documents at Secretariat Level.

Sr. No.	Category of the Document	Name of Document and its introduction in one line	Procedure to obtain the document	Held by/Under Control
1.	Guidelines/ Directions	<p>1. "Guidelines issued by the Natural Resources Management Division, MOA, GOI, New Delhi".</p> <p>2. "IWDP Guidelines issued by the Department of Land Resources MORD, Government of India, New Delhi".</p> <p>3. "Guidelines issued by the Natural Resources Managemtn Division, MOA, Government of India, New Delhi, on Soil &amp; Water Conservation Project for enhancing the productivity of the degfraded lands in the catchments of the RVPs and FPRs".</p> <p>4. "Guidelines of Soil &amp; Water Conservation Project issued by the NABARD under the RIDF Programme".</p>	<p>Contact : Director, Soil &amp; Water Conservation, Meghalaya, Shillong Room No.317 Administrative Building, Room No.113 Lower Lachumiere Shillong-793001 Ph No. 0364-2224551 Email- <a href="mailto:megsoil49@gmail.com">megsoil49@gmail.com</a> <a href="mailto:soil-meg@nic.co.in">soil-meg@nic.co.in</a> or From Department's website <a href="http://megsoil.gov.in">megsoil.gov.in</a></p> <p style="text-align: center;">-do-</p> <p style="text-align: center;">-do-</p> <p style="text-align: center;">-do-</p>	<p>Held by the Department</p> <p style="text-align: center;">-do-</p> <p style="text-align: center;">-do-</p> <p style="text-align: center;">-do-</p>

		5. Modified Guidelines for the Accelerated Irrigation benefits Programme effective from December 2006, Ministry of water Resources.	-do-	-do-
		6 Guidelines for Repair, Renovation and Restoration of water Bodies with Domestic Support. Government of India, Ministry of water Resources 2009.	-do-	-do-
		7. Operational Guidelines for Watershed Development project in shifting cultivation Areas (WDPSCA), Govt. of India, Ministry Agriculture, Dept of Agriculture and Cooperation. (Natural Resource Management Division)	-do-	-do-
2.	Department Rules.	1. Meghalaya Soil Conservation Service Rules, 1990".	-do-	-do-
		2. "Office Memo for the Meghalaya Soil Conservation (Subordinate) Service Rules".	-do-	-do-
		3. "Cost-Norms".	-do-	-do-
		4. "Subsidy Rules".	-do-	-do-
3.	"Records"	1. "Annual Report".	-do-	-do-
		2. "News Bulletin".	-do-	-do-
		3. "Project Report".	-do-	-do-