

INTERNAL DEBT MANAGEMENT DIVISION
Policy Files

Core Area	Sub-Core Area	Preservation period No of years
Research and Planning Division	Miscellaneous file – Policy	Permanent
	Automatic Debit Mechanism	Permanent
	West Bengal Infrastructure Development Finance Corp. Ltd. (WBIDFC)	Permanent
	Kerala Treasury Saving Banks Scheme	Permanent
	Maharashtra 1. Redemption Bonds & 2. Eligible Securities for SLR Borrowing	Permanent
	Conference of State Finance Secretaries- Agenda papers	Permanent
	State Finance Corporation – SFC	Permanent
	Consent Received For Publishing WMA/OD Data in Bulletin	Permanent
	Revision of WMA Limits Of State Governments (Bezbaruah Committee)	Permanent
	Fiscal Responsibility Bill For State Governments	Permanent
	WMA to Government of India	Permanent
	Proposals for Union Budget	Permanent
	Management of State Government Funds	Permanent
	Working Group Committees set up in IDMD	Permanent
	Working Group Committees set up by other Departments	Permanent
	Consolidated Sinking Fund /Reinvestment of Maturity Proceeds	Permanent
	Union Budget Estimate - Discharges in Respect of Treasury Bill, WMA etc.	10
	RBI Interest Income	10
	Durable Surplus of State Governments	10
	Annual Plans Papers of Various States	5
	Twelfth Finance Commission, - Important Papers & Correspondence	10
	Table for monthly Bulletin	5
	i) Questionnaire-Reply Received From States	5
	II) Revision of WMA Limits Of State Governments (Bezbaruah Committee)-Data File	5
	Medium Term Fiscal Policy Reforms	5
	Pooled Sinking Fund	5
	Financial Issues and Other Borrowing of State Governments (Banks Direct Landing To State Governments)	5
	The States' Debt Consolidation & Relief Facility (DCRF)	10
	Cash & Debt Management of The Central Government	5

Primary Dealers And Regulation Division	Primary Dealers Policy	Permanent
	Supervision and Legal Issues relating to PDs	Permanent
	Working Group Committees relating to PDs Policy	Permanent
	References made to DBOD dos sebi	Permanent
	Meetings with PDs notices	Permanent
	DG committee	Permanent
	Satellite dealers (PD policy)	Permanent
	Financial sector assessment programme	Permanent
	Liquidity support	Permanent
	Regulatory clarification	Permanent
	Private placement	Permanent
	Monetary & credit policy mid term review	Permanent
	Correspondence with IMF world bank	Permanent
	Securities borrowing & lending scheme	Permanent
RTGS issue relating to PDs	Permanent	
Government Borrowings Division	State Loans - Policy and Notification	Permanent
	GOI – WMA to States	Permanent
	Special Securities Issued to IDBI / UTI	Permanent
	Issue of Special Securities by GOI	Permanent
	Issue of Marketable Securities in Lieu of Treasury Bills	Permanent
	Merger of ICICI Ltd with ICICI Bank Ltd.	Permanent
	Special Deposits	Permanent
	NSSF - Policy and Notification	Permanent
	Transfer of RBI's Stake in Equity to GOI	Permanent
	Central Government Market Borrowing Policy	Permanent
	Retailing of Government Securities	Permanent
	Nationalised Banks – Recapitalisation Bonds	Permanent
	Treasury Bills - Policy	Permanent
	Issue of Power Bonds by State Electricity Boards (SEBs)	Permanent
	Meeting of the Monitoring Group on Cash and Debt Management	Permanent
	GOI Floating Rate Bonds (FRBs)	Permanent
Capital Index Bonds	Permanent	
Gilt Fund Policy	Permanent	
Information & System Management	Back up and BCP Management	Permanent
	System Certification	Permanent
	Right to Information (RIA) references	Permanent
	CCIL System Inspection	Permanent
Market development: Policies and allied activities	Market development – Government securities	Permanent
	Market development – Interest Rate derivatives	Permanent
	Market infrastructure	Permanent
	Legal issues	Permanent
	Accounting issues	Permanent
	Issues related to International Institutions	Permanent
	Working groups	Permanent
	Corporate bond market	Permanent
	RBI stake transfers	Permanent
	India Millennium Bonds	Permanent
	Other policy related issues	Permanent
Trading & Investment - Policy	Permanent	

Operational Files

Core Area	Sub-Core Area	Preservation period
Research And Planning	Memorandum to Central Board of Directors	Permanent
	Parliamentary Questions	Permanent
	Central Board's Meeting	Permanent
	MPD (Other Correspondence)	10
	Public Account Committee (PAC)	10
	Outstanding Guarantee of State Government (Maturity Profile)	10
	CGM speech	5
	Resource Management Discussion - 2005-06	5
	Conference of State Finance Secretaries - Correspondence & Other Papers	5
	BTC Workshop	5
	Monthly Reports	3
	Misc. (General)	2
Government Borrowings Division	Maturities of State Loan & State Guaranteed Bonds	10
	State Government guaranteed bonds- Delay in payment of Interest/ principal amount	10
	Market Borrowing Programme By State Financial Corporations (SFCs)	3
	Ways and Means Advances (WMA) and Overdraft to State Governments	3
	State Government Treasury Bills – CAS Advices	3
	Central Government Market Borrowings	10
	Treasury Bills	10
	Market Borrowings of State governments	10
Guarantee Redemption Fund	5	
Information & System Management	Computerization in Internal Debt Management Department	5
	PDO - NDS	5
	SGL Correspondence	5
	CSGL Correspondence	5
	Internal System Inspection	3
	MIS Statements	3
	Cash Balance Data System (DAD)	1
	Data Publication (WSS / Bulletin & other publications)	1
	Central Data Base Management System (CDBMS)	1
	Weekly Financial and Commercial Reports (WFCR)	1
FSI-Connect-E-Learning	1	
Market development: Policies and allied activities	Regulatory Returns	5
	Information given to Board & Others	5
	Trading & Investment Operations	5
	Miscellaneous Correspondence	5
	Developments in Money & Securities Market	5
Primary Dealers And Regulation Division	Reporting by PDs	1
	Authorisation as PDs	Permanent
	Performance of PDs	5
	Correspondence with industry representative bodies	5