

The Rules, regulation, instructions, manuals and records, held by the Public Authority or under its control or used by its employees for discharging its functions.	
(i)	AIS Rules, Regulations, Acts and Manuals with respect to IAS officers.
(ii)	Central Civil Service Rules, Acts and Manual applicable to the State Government employees w.r.t. HODs.
(iii)	Rules, Regulations, instructions, manuals and Acts of the State Government applicable to its employees.
(iv)	CCS Rules, Regulations, Acts and Manuals prescribed by the Government of India and adopted by the State Government in case of HAS officers and instructions issued by the State Government from time to time.
(v)	Hand Book on Personnel Matters.