**15. SUMMARY AND LIST OF FILES**

**SUMMARY OF FILES IN OIL SEEDS DIVISION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Unit** | **Number** | | | |
| **Total files** | **Working files** | **Weed out files** | **Current year files** |
| Oilseeds | 117 | 100 | 10 | 83 |
| Central Agency | 356 | 150 | 117 | 89 |
| Oil Palm | 400 | 319 | 26 | 55 |
| TBOs/Coord. | 149 | 135 | -do- | 34 |
| Crop Administrative –II | 120 | 58 | -do- | 40 |
| Administration & Coord. | 178 | 97 | 31 | 26 |
| Programmer | 06 | 03 | -do- | 01 |
| Crop Administrative –VI | 313 | 42 | 18 | 30 |
| **Total** | **1639** | **904** | **202** | **358** |

**STATEMENT OF FILES**

**Oilseeds unit**

**Room No.542-A, Krishi Bhawan**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Subject** | **Nos. of files** |
| 1. | Total Files (as on 07.10.2016) | 117 |
| 2. | Working Files | 100 |
| 3. | Weed Out files | 10 |
| 4. | 2016 (As on 7.10.2016) | 83 |

**Central Agency Unit,**

**Room No.535, Krishi Bhawan**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Subject** | **Nos. of files** |
| 1. | Total Files (as on 07.10.2016) | 356 |
| 2. | Working Files | 150 |
| 3. | Weed Out files | 117 |
| 4. | 2016 (As on 7.10.2016) | 89 |

**Oil Palm Unit,**

**Cabin No. 19, Shastri Bhawan**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Subject** | **Nos. of files** |
| 1. | Total Files (as on 07.10.2016) | 400 |
| 2. | Working Files | 319 |
| 3. | Weed Out files | 26 |
| 4. | 2016 (As on 7.10.2016) | 55 |

**TBOs/Coordination Unit**

**Cabin No.3, Shastri Bhawan**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Subject** | **Nos. of files** |
| 1. | Total Files  (as on 07.10.2016) | 149 |
| 2. | Working Files | 135\* |
| 3. | Weed Out files | Under progress |
| 4. | 2016 (As on 7.10.2016) | 34 |

\*14 files pertains to individual parliament Questions.

**Administration & Coordination (Oilseeds)**

**Cabin No.14, Shastri Bhawan**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Subject** | **Nos. of files** |
| 1. | Total Files (as on 07.10.2016) | 178 |
| 2. | Working Files | 97 |
| 3. | Weed Out files | 31 |
| 4. | 2016 (As on 7.10.2016) | 26 |

**Crop Administrative-II Unit**

**Room No.541, Krishi Bhawan**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Subject** | **Nos. of files** |
| 1. | Total Files (as on 07.10.2016) | 120 |
| 2. | Working Files | 58 |
| 3. | Weed Out files | Under Process |
| 4. | 2016 (As on 7.10.2016) | 40 |

**Crop Administrative -VI Unit**

**Room No.480, Krishi Bhawan**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Subject** | **Nos. of files** |
| 1. | Total Files (as on 07.10.2016) | 313 |
| 2. | Working Files | 42 |
| 3. | Weed Out files | 18 |
| 4. | 2016 (As on 7.10.2016) | 30 |

**Programmer**

**Cabin No.18 , Shastri Bhawan**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Subject** | **Nos. of files** |
| 1. | Total Files (as on 07.10.2016) | 06 |
| 2. | Working Files | 03 |
| 3. | Weed Out files | -do- |
| 4. | 2016 (As on 7.10.2016) | 01 |