

The Orissa Elephants' Preservation Rules, 1953

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Act 3 of 1954

- Published on 14 December 1953
- Commenced on 14 December 1953
- [This is the version of this document as it was from 29 December 1953 to None.]
- [Note: The original publication document is not available and this content could not be verified.]

The Orissa Destruction of Records (Registration Office) Rules, 1954Published vide Notification No. 3184-1-4/Regn., dated 29th December, 1953, Published vide Orissa Gazette, Part 3 of 1954Notification No. 3184-1-4/Regn., dated 29th December, 1953. - In pursuance of the notification of the Government of Orissa in the Revenue Department No. 3182 Regn., dated the 28th December, 1953, the Board of Revenue, Orissa, make the following rules under Clause (1) of Section 3 of the Destruction of Records Act, 1917 (V of 1917), in supersession of all previous rules on the subject for the destruction of records maintained in the offices of the District Registrars and Sub-Registrars in Orissa under the Indian Registration Act, 1908 (XVI of 1908) and the rules framed thereunder.

1.

No books of registers prescribed by the Indian Registration Act, 1908 (XVI of 1908), or by rules made thereunder shall be destroyed at any registration office without the previous sanction of the Member (Excise), Board of Revenue, Orissa or such officers as may be authorised by him in this behalf.

2.

Subject to such sanction the following records specified in the said Act or rules made thereunder, may be destroyed after the expiration of the period of retention respectively specified against each, the said period being computed from the 1st January next following the date of record :

Description of Records	Period of retention
1. Register of powers of attorney	50 years.
2. Register of Revocation of Powers of Attorney	50 years.
3. Memorandum of summary of evidence in Will cases	30 years.
4. Minute Book	30 years.

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| 5. Copies of encumbrance certificates | 12 years. |
| 6. Challan Book | |
| 7. Receipts for copies of Memoranda | |
| 8. Receipts for documents and fees | 3 years. |
| 9. Receipts for fees and fines | |