

MANUAL - 5

A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL

- (i) **ni-msme** happens to be an apex institution in the area of micro, small and medium enterprises, has a Documentation Centre known as Small Enterprises National Documentation Centre (SENDOC). The documents pertaining to the agenda and minutes of the aforesaid three apex bodies like EC/GC/AGM are preserved in the administration. Most of the documents meant for execution of works and the policies supported by the Government with regard to small and medium enterprises are also held in administration.

- (ii) **ni-msme** being an organization of Ministry of Micro, Small and Medium Enterprises (MSME) is administratively controlled by the said Ministry. Till 2001-02, the Ministry was providing funds for plan as well as non-plan expenditure and currently from the said year, there are no funds provided by the Ministry in respect of non-plan expenditure. The Institute has to earn its own revenue to meet the expenditure. The capital nature of works are provided in the budget estimates as well as revised estimates as in the case of other Government of India departments.