

## Details of Information held in Electronic Form

[ Section 4(1)(b) (xiv) ]

### List of Video Films

No	Topic
1	Taluk Office (MGP)*
2	Anganwadi (MGP)
3	Municipality (MGP)
4	Police (MGP)
5	Social Welfare (MGP)
6	Higher Secondary Education (MGP)
7	Village Office (MGP)
8	Social Welfare Old age Home (MGP)
9	Registration Department (MGP)
10	VHSE (MGP)
11	Primary Education (MGP)
12	Peoples movement against throwaway Plastic
13	Film on FRIENDS
14	Taluk Supply Office (MGP)
15	E Seva the one stop shop
16	FAST Programme Motor Vehicle Dept.
17	Kudumbasree CDS Model
18	Chemical Safety in Vulnarable World
19	Grama Panchayath (MGP)
20	Lost World Regained (Kutch Rehabilitation)
21	Incident Command System
22	A window of Joy
23	Partnership Redefined
24	Bhoomi
25	Film on RTI (Mahiti Astra)
26	MGP Film Public Relation, Industry and Health Sector

\*MGP : Modernising Government Programme

### 16 mm Films

1	<u>Man Hunt</u>
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2	I understand you understand Dynamics of Transactional Analysis
3	A recipe for result
4	This matter of motivation
5	Concept of a Manager
6	Case studies in supervision
7	Breaking the delegation barrier
8	The nuts and bolts of performance appraisal
9	Introducing O&M
10	Meeting bloody meeting
11	Concept of corporate planning
12	Meeting in progress
13	Management by objectives
14	Motion study Principles & Applications
15	How to conduct a work sampling study
16	Films on First Aid
17	Effective use of time
18	The brown landscape
19	Transactional Analysis
20	Critical path
21	Selection Interview
22	Effective Writing
23	Grievance Hearing
24	Motion study
25	Firm but Faire
26	Buyer Vs Seller
27	Team building with boss and Colleagues
28	Time to think
29	Delegation