

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	8058R	ADVANCE FOR ACADEMIC ACTIVITY PROF. SANJAY K.	R	4/5/2016	h-daps	4/18/2016	
2		DST-SERC FTR Proj.+purchase 02+dst utilization +dst purchase 01	DAP	4/5/2016	h-dap	4/18/2016	
3	5070R	IMPREST	CGH	4/5/2016	fo	4/18/2016	
4	7200R	PURCHASE OF COMPUTER FOR COMPUTER LAB	STR	4/5/2016	fo	4/18/2016	
5	6929R	GBC	GBS	4/5/2016	co-gbs	4/18/2016	
6	5579R	JRF-KAMLESH KUMAR VERMA	ACAD	4/7/2016	fo	4/18/2016	
7	7156R	JRF VINEET KUMAR	DAM	4/7/2016	fo	4/18/2016	
8	7834R	CHEMICAL PROCUREMENT OF DAP-2	R	4/8/2016	h-dap	4/18/2016	
9	3570R	RGNF PART-1	R	4/8/2016	fo	4/18/2016	
10	4846R	DG set maintenance work	STR	4/12/2016	fo	4/18/2016	
11	7105R	PUCHASE OF EPBX	STR	4/12/2016	fo	4/18/2016	
12	5355R	UPCST Project Regarding Annual Report	pi	4/12/2016	fo	4/18/2016	
13	7271r	purchase of furniture & other items for arf	str	4/12/2016	fo	4/18/2016	
14	3968r	medical reimbursement for non-teaching staff	r	4/12/2016	fo	4/18/2016	
15	7253R	OPEN GATE & MS RAILING OF BOTANICAL GARDEN	VC	4/12/2016	soi	4/18/2016	
16		CONTRACTUAL FACULTIES PAYMENT	vc	4/12/2016	soii	4/18/2016	
17	8088R	Dr. Rima kumari DST-start up research grant	DES	4/13/2016	fo	4/18/2016	
18	5100R	Dr. Gaurav raj dwivedi proj SERB	DES	4/13/2016	fo	4/18/2016	
19	6217R	Awareness programe	de	4/13/2016	H-DE	4/18/2016	
20	7298R	UGC-POST-DOC KAMINI NARAIN	vc	4/13/2016	soii	4/18/2016	
21		imprest	vc	4/13/2016	soii	4/18/2016	
22	7205R	UGC-MRP 2015-16	HOD	4/18/2016	sa	4/18/2016	
23		imprest	dsw	4/18/2016	steno	4/18/2016	
24	281F	IMPREST	DAC	4/18/2016	soii	4/18/2016	
25	624F	M.sc Imprest	dap	4/18/2016	steno	4/18/2016	
26		UGC NON-NET FELLOWSHIP file	FINANCE	4/13/2016	FO	4/18/2016	
27	4959R	WATER BODY	ee	4/18/2016	arf	4/18/2016	
28	8111R	JRF-MS. DEEPTI SINGH	dps	4/18/2016	steno	4/18/2016	

29	5036r	uniform	estt	4/18/2016	soi	4/18/2016	
30	5397R	T/C FILE FOR NPS FORMS	estt	4/18/2016	ldc	4/18/2016	
31	3391r	jrf- 2011-12	SOCIO	4/18/2016	steno	4/18/2016	
32	5599r	jrf- prasand,aruna,archana....	SOCIO	4/18/2016	steno	4/18/2016	