

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	8189R	PURCHASE OF GYM EQUIPMENT FO HOSTEL	R	4/1/2016	ARS	4/27/2016	
2	4947R	CCDD-2015 FUNDING AGENCY+1 FILE	DES	4/8/2016	arf	4/27/2016	
3		lecture series	daps	4/19/2016	fo	4/27/2016	
4	8263R	FURTHER DEVELOPMENT OF MESS AND KITCHSE ITEMS IN RCA BOYS HOSTEL	R	4/19/2016	DIR-RCA	4/27/2016	
5	8279R	टाइप-ए आवास अनुरक्षण कार्य	R	4/21/2016	Cashier	4/27/2016	dispose off
6	6392r	UGC-JRF-MR. SHAMSHAD AHMED	vc	4/21/2016	fo	4/27/2016	
7	6175r	jrf-chandra shekhar sahai	vc	4/21/2016	fo	4/27/2016	
8	4218r	AMC OF AC P-2	R	4/22/2016	fo	4/27/2016	
9	4395R	consumable & office stationary	VC	4/22/2016	fo	4/27/2016	
10	8301R	medical reimbursement (CSSEIP EMPLOYEES)	R	4/22/2016	arf	4/27/2016	
11	3534R	JRF	DPS	4/22/2016	fo	4/27/2016	
12		icssr proj dr. shashi kumar		4/22/2016	fo	4/27/2016	
13	8283R	Approval for Technical Committee (DST-SERB, Start UP Grant (Dr. Jawahar Lal)	R	4/25/2016	ARF	4/27/2016	
14	8282R	Allocation of Recruiting Budget (DST-SERB, Start UP Grant (Dr. Jawahar Lal)	R	4/25/2016	ARF	4/27/2016	
15	4130R	UGC Project U.C FILE (Dr. V. Elangovan)	R	4/25/2016	daas- v.elagovan	4/27/2016	
16		IMPREST	STR	4/25/2016	fo	4/27/2016	
17		UPS WIRING	SHS	4/25/2016	LDC	4/27/2016	
18	8092r	TRAVEL OF DR. GR DWIVEDI-PDF	r	4/21/2016	ARF	4/27/2016	
19		IMPREST	RCA	4/26/2016	arf	4/27/2016	
20	8066R	Aluminium Ladder Part-II+ 1 file attached		4/26/2016	SA	4/27/2016	
21	8332R	KALPANA DEVI (SRF)	R	4/27/2016	STENO	4/27/2016	
22	5985R	UC-DST PROJ- MANJARI SHUKLA	R	4/27/2016	SA	4/27/2016	
23	7000R	JRF	R	4/27/2016	STENO	4/27/2016	
24	8250r	imprest	sls	4/27/2016	steno	4/27/2016	
25		imprest	coe	4/26/2016	arf	4/27/2016	

26	1816F	PAYMENT OF TA BILLS OF VC P-2	VC	4/27/2016	ldc	4/27/2016	
27	7062R	3RD LUSCON-2015	vc	4/27/2016	arf	4/27/2016	
28	5097R	WEBCASTING OF 5TH CONVOCATION	VC	4/27/2016	fo	4/27/2016	
29		ADVANCE COMMITTEE OF BASIC FACILITIES FOR WOMEN	vc	4/27/2016	arf	4/27/2016	
30	6418R	ICSSR- INTERNATIONAL SEMINAR	VC	4/27/2016	arf	4/27/2016	
31	8306R	CONFERENCE AT HRDC CHANDIGARH	vc	4/27/2016	fo	4/27/2016	
32	7105R	PUCHASE OF EPBX	VC	4/27/2016	fo	4/27/2016	discussion
33	7271R	PURCHASE OF FURNITURE & OTERS ITEMS FOR ARF	vc	4/27/2016	arf	4/27/2016	
34	538f	rgnf- mr.ajay kumar	VC	4/27/2016	FO	4/27/2016	discussion
35	4009R	IMPREST	ESTT	4/27/2016	STENO	4/27/2016	
36	8221R	APPROVAL OF OPEN A SAVING PROJ ACCOUNT FOR SERB-START UP GRANT	VC	4/27/2016	FO	4/27/2016	
37	6649R	PURCHASE OF GYM FSEQUIMENT FOR HOSTEL	vc	4/27/2016	ARF	4/27/2016	
38	4794R	REGISTRATION FIRM FOR FURNITURE/STATIONARY ITEMS	VC	4/27/2016	FO	4/27/2016	
39	5173R	DEM-FIST	vc	4/27/2016	ARF	4/27/2016	
40	7408R	PURCHASE OF KITCHEN EQUIPMENT....	VC	4/27/2016	ARF	4/27/2016	
41	7440R	10RD ISC-2016	VC	4/27/2016	FO	4/27/2016	
42		FEE REFUND	VC	4/27/2016	ARF	4/27/2016	
43		UGC (NON-NET) 2015-16	VC	4/27/2016	FO	4/27/2016	
44	4843R	estate maintenance works	VC	4/27/2016	FO	4/27/2016	
45	8289R	97/TRAVEL EXPENDITURE	VC	4/27/2016	fo	4/27/2016	
46	6767r	approval for attending conference Dr. jyoti pandey	VC	4/27/2016	FO	4/27/2016	discussion
47	8261R	IMPRESTT	VC	4/27/2016	FO	4/27/2016	
48	4627R	IMPREST	DLIS	4/27/2016	STENO	4/27/2016	
49	3779R	PURCHASE OF POSTAL STAMP	DISPATCH	4/27/2016	Steno	4/27/2016	
50	5599r	jrf- prasand,aruna,archana....	R	4/27/2016	Cashier	4/27/2016	dispose off
51		COMPUTER REQUIREMRNT		4/27/2016	AE(E)	4/27/2016	
52		PURCHASE OF ALMIRAH		4/27/2016	AE(E)	4/27/2016	
53	4679R	NET-COACHING	RCP	4/27/2016	LDC	4/27/2016	

54	7356R	IQAC	VC	4/27/2016	FO	4/27/2016	
55	3391r	jrf- 2011-12	R	4/27/2016	Cashier	4/27/2016	dispose off