

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	7528R	T/C PROF. RAM CHANDRA	VC	3/21/2016	so(e)	4/4/2016	
2		assistive device and model development lab(HDFS)	SHS	3/30/2016	h-hdfs	4/4/2016	
3		PSYCHOMETRIC ASSESSMENT AND COUNSELLING LAB(HDFS)	SHS	3/30/2016	h-hdfs	4/4/2016	
4	4647R	Staff salary	dst	3/31/2016	dst-cpr	4/4/2016	
5	7295R	PURCHASING OF WATER COOLER & RO FOR ABH	STR	3/31/2016	fo	4/4/2016	
6	4131R	requirment of project fellow	daas	4/1/2016	vc	4/4/2016	
7	7205R	UGC-MRP 2015-16		4/1/2016	dit	4/4/2016	
8	6392r	UGC-JRF-MR. SHAMSHAD AHMED	ACAD	4/4/2016	STENO	4/4/2016	
9		NEWSPAPER & PERIODICALS	RCA	4/4/2016	LDC	4/4/2016	
10		GUEST FACULTY PAYMENT(Dr. Richa Srivastava)	das	4/4/2016	LDC	4/4/2016	
11		IMPREST	HOD	4/4/2016	STENO	4/4/2016	
12	8084R	CJONTINGENCY FUND	DAS	4/4/2016	SA	4/4/2016	
13	4094R	UP32DC4006	vehicle	4/4/2016	ARF	4/4/2016	
14	173no	JRF VEER KUMAR RAI		4/4/2016	steno	4/4/2016	
15	3420	JRF FELLOWSHIP (CSIR-UGC)	ACAD	4/4/2016	steno	4/4/2016	
16	6964r	fellowship Mr. Siddhartha kumar 2012-13	ACAD	4/4/2016	steno	4/4/2016	