

S.No	File No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	7654/R	Publication tender Notice, STR	R	19/4/2016	R	27/4/2016	What is the criteria for estimating the cost of item at 7 please
2	8221/R	Request for the Approval of Open a Saving Project account for SERB-Start up Grant, Dr. Jawhar Lal, DAC	FO	19/4/2016	FO	27/4/2016	नियमानुसार है तो अनुमोदित
3	8224/R	Request for Computer, Printer and A.C., Dr. Jawahar Lal, DAC	R	21/4/2016	R	27/4/2016	Please give the available grant for the Deptt.
4	4794/R	Registration of firm for furniture/ Stationary items etc.	R	21/4/2016	FO	27/4/2016	FO for comments
5	6297/R	High Power committee, Notice	R	21/4/2016	R	27/4/2016	Seen for implementation
6	7811/R	Grammarly Software, GBL	R	21/4/2016	R	27/4/2016	What about anti
7	-	One confidential file of 57th BOM in a closed envelope	Dr.M.Y.Khan	21/4/2016	Dr. R.B.Ram	27/4/2016	Confidential
8	8099/R	Committee for VC's conference	R	21/4/2016	Dr. Sudarshan Verma	27/4/2016	Dr. Sudarshan Verma to please make a final draft as discussed the other day

9	5173/R	DEM-FIST	FO	21/4/2016	FO	27/4/2016	Yes if as per rules
10	538/FO	RGNF File, DS	FO	21/4/2016	FO	27/4/2016	Please discuss
11	-	UGC(NON-NET) Fellowship, Finance	FO	21/4/2016	FO	27/4/2016	क्या हम नियमों के अनुसार हैं
12	-	FEE REFUND, Finance Dept.	FO	21/4/2016	FO	27/4/2016	Yes as per rules
13	4843/R	Estate Maintenance Works	FO	22/4/2016	FO	27/4/2016	Why don't we do the things in one go. It needs discussion
14	74028/R	Purchase of Kitchen equipments/Mess for the Hostels.	FO	22/4/2016	FO	27/4/2016	Yes if strictly as per rules
15	8141/R	Contingency, DST-SERB Project, Dr. Sudipta Saha, D.Ph.S.	R	22/4/2016	R	27/4/2016	Yes as per rules only
16	8143/R	Equipments, DST-SERB Project, Dr. Sudipta Saha, D.Ph.S.	R	22/4/2016	R	27/4/2016	Registrar to do the needful, as per rules
17	8305/R	Esstt. Of Special cell for SC/ST cell & Equal opportunity cell	R	22/4/2016	R	27/4/2016	Registrar to certify the information presented is correct
18	-	Two confidential file of OLT file in a closed envelope	COE office	22/4/2016	COE office	27/4/2016	Confidential
19	6496/R	नगर राजभाषा कार्यान्वयन समिति की बैठक, लखनऊ	R	22/4/2016	R	27/4/2016	-

20	8261/R	Imprest Money File, RCA Boys Hostel	FO	22/4/2016	FO	27/4/2016	What is the criteria in other Hostels
21	8191/R	Barbed wire Fencing on angle Iron Port for botanical garden	R	25/4/2016	R	27/4/2016	Please give clearcut recommendations
22	6418/R	ICSSR International seminar on "Globalization, Environment and Social Justice: Perspectives, Issue and Concerns", Prof Manish K.Verma, DS	FO	25/4/2016	FO	27/4/2016	Yes if strictly as per rules
23	-	File for Advance Committee of Basic Facilities for Women	FO	25/4/2016	FO	27/4/2016	Yes if as per rules
24	7062/R	3rd LUSCON-2015, Dlisc	FO	25/4/2016	FO	27/4/2016	Yes if as per rules
25	7105/R	Purchase of EPBX	FO	25/4/2016	FO	27/4/2016	Please discuss
26	7271/R	Purchase of Furniture & other items for AR(F)	FO	25/4/2016	FO	27/4/2016	Yes if as per rules
27	8306/R	Conference at H.R.D.C. Chandigarh	FO	25/4/2016	FO	27/4/2016	As the events is over please put up comprehensive file
28	6767/R	Approval for attending conference, Dr, Jyoti Pandey, DAC	FO	26/4/2016	FO	27/4/2016	Please Discuss

29	-	Three confidential file of Ph.D. in a closed envelope	COE office	26/4/2016	COE office	27/4/2016	Confidential
30	8289/R	97/Travel Expenditure community college	Prof. Sunita Mishra	27/4/2016	FO	27/4/2016	FO to please discuss immediately
31	8288/R	Consumables Expenditure community college	FO	27/4/2016	FO	27/4/2016	Rs. 5000/- allowed
32	-	Wi-Fi for New SBBT Building	Prof. Sunita Mishra	27/4/2016	Prof. Sunita Mishra	27/4/2016	Lets wait for the direction/decision of MHRD/UGC
33	8289/R	97/Travel Expenditure community college	FO	27/4/2016	FO	27/4/2016	Ok
34	8026/R	Media Centre, Delhi Visit, Prof. Govind ji Pandey	Director Media centre	27/4/2016	Director Media centre	27/4/2016	Yes if as per rules
35	1816/FO	Payment of TA Bills of VC, Part II	SO to VC	27/4/2016	FO	27/4/2016	-
36	-	Screening of Applicatipns for positions of Asst. Prof.(Contract)	Dean SIST	27/4/2016	Dean SIST	27/4/2016	to discuss
37	8304/R	T/C Dr. Dharendra Pandey, Asst. Prof. (Refresher Course), DIT	R	27/4/2016	R	27/4/2016	Ok as per rules
38	-	ICCPMPD-2016, International Conference, DRM	Dr. R.B.Ram	27/4/2016	Dr. R.B.Ram	27/4/2016	Where is the original complaint

39	7356/R	IQAC N.M.P.Verma Director	Head IQAC	27/4/2016	FO	27/4/2016	FO for recommendations
40	-	Computer Rquirements, 5(30)Elect/2016	FO	27/4/2016	Dr. R.A.Khan	27/4/2016	Dr.R.A.Khan for NA please
41	3247/R	PF of Dr. Beer Singh Bhadauria, Prof.of DAM&S	R	27/4/2016	R	27/4/2016	Please make clearcut recommendations as per rules