S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	10244/R	Complaint of Shri A.K.  Maurya, DR (SC/ST Cell)-  Estt. Section	R	10.04.2017	FO	19/04/2017	to offer comments.
2	1	Meeting- Media Centre (File No. 85/Media Centre/BBAU/17)	I/c Director, Media Centre	12.04.2017	FO	19/04/2017	Ok
3	10267/R	Purchase of Anti-Plagiarism Software- GBL	R	14/04/2017	R	19/04/2017	Yes if as per rules.
4	-	MHRD Workshop- Media Centre (File No. 64/Media Centre/BBAU/17)	I/c Director, Media Centre	17/04/2017	FO	19/04/2017	A at P-I be repeated fund
5	10000/R	Requirement of Software for Research/Ph.D work-SMS, DRM	Head, DRM	18/04/2017	Head, DRM	19/04/2017	Who is he?
6	9523/R	Up Gradation JRF to SRF Vol-IInd (DES)	R	18/04/2017	R	19/04/2017	-
7	10218/R	Field Station-DES	R	18/04/2017	R	19/04/2017	-
8	9967/R	Post Matric Scholarship for Ms. Rubia Khan & Md. Asif Jawed + National Scholarship File + 10189/R CSIR-JRF, Deep Kumar, Rajkaran Shastri, DAP (03	R	18/04/2017	R	19/04/2017	As ammended
9	10281/R	NOC for Passport Dr. BC Yadav, DAP	R	18/04/2017	R	19/04/2017	Yes if as per rules.
10	4252/R	UP 32 DQ 6038, SX4 Vehicle (Vehicle Section)	FO	19/04/2017	(AR ) Vehicle	19/04/2017	Yes if as per rules.

11	11	4095/R	Ambassador Car UP 32 BU	FΩ	19/04/2017	(AR)	19/04/2017	Yes if as per
	4095/IC	5836- Vehcile Section	ro	19/04/2017	Vehicle	19/04/2017	rules.	