S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	3147/R	General Office Order-III	R	28/03/2017	R	4.6.17	Ok
2	10136/R	M/s Rakesh Tripathi Security Agency Correspondance File (46/SEC/BBAU/16)	Security Section	29/03/2017	R	4.6.17	Ok
3	10029/R	Purchase of Laptop for SC/ST Coaching Centre- Remedial Coaching Programme (RCP)	FO	30/03/2017	FO	4.6.17	Ok if as per rules.
4	10153/R	AMC of CC TC Camara 5(53)Elect/2016	FO	30/03/2017	FO	4.6.17	Ok
5	9950/R	4th Book Exhibition 2016-17- GBL	FO	30/03/2017	FO	4.6.17	Ok
6	-	Resourse Person of RCA	Director, RCA	31/03/2017	R	4.6.17	What was the Creteria for Selection?
7	4082/R	Children Education Allowance, Part III	FO	31/03/2017	FO	4.6.17	Yes if as per rules.
8	8309/R	GPF/CPF (Advance & Withdrawal) Teaching & Non Teaching - Part V	FO	31/03/2017	R	4.6.17	Yes if as per rules.
9	-	T/c Monitoring & Investment of Funds	FO	31/03/2017	FO	4.6.17	Yes if as per rules.
10	9777/R	T/c of Shri Jitendra Kumar, AR (Reg: LTC)	FO	31/03/2017	R	4.6.17	Yes if as per rules.

11	8300/R	Reply of RTI-Academic Section	R	31/03/2017	R	4.6.17	Ok
12	9979/R	Complaint Letter of Dr. Shashi Kumar, DHR regarding Qualification of Assistant Professor, DHR	R	31/03/2017	R	4.6.17	Ok
13	10221/R	Forwarding Application of Dr. Mahadeva A., Assistant Professor, (RCA)	R	31/03/2017	R	4.6.17	Ok
14	3639/R	BPGS- D. Ph. Science	R	31/03/2017	R	4.6.17	Yes if as per rules.
15	-	275/Oline Entrance Test/Server/2017- Prof. R.A. Khan	Prof. RA Khan, Director, CC	03.04.2017	Prof. RA Khan, Director, CC	4.6.17	Ok
16	4232/R	Contingency - DST - SERB Project (Dr. Ram Naresh Bhargava, DEM	FO	03.04.2017	FO	4.6.17	Yes if as per rules.
17	10091/R	MHRD Workshop- Media Centre (File No. 64/Media Centre/BBAU/17)	FO	03.04.2017	FO	4.6.17	Did he get prior permission ?
18	-	Three File in closed envelop- 358,354,357	COE Office	06.04.2017	COE Office	06.04.2017	-
19	9641/R	Proposal for Tourism & Awarness (D. Pharma)			Head, SBBT	4.6.17	Ok
20	-	Engagement of Outsourced Persons in Health Centre-2017			FO	4.6.17	-

21	10021/R	BBAU Gymnasium Rules & Regulation and Timing		Dr. Manoj K. Dhadwal	4.6.17	Ok
22	10158/R	Walk-in-Interview for Deptt. of Pharm. Sc., (File No. 225/D.Ph.Sc/BBAU/17)		Rectt. Cell	4.6.17	Ok if as per rules.