

<b>S.No</b>	<b>File.No</b>	<b>Subject</b>	<b>From whom Received</b>	<b>Received Date</b>	<b>Sent to</b>	<b>Sent Date</b>	<b>Remarks</b>
1	-	Weighing Balance-DES	Head, DES	19.04.2018	R	20.04.2018	Yes if as per rules & as ammended.
2	12108/R	T/C PF of Dr. Venkatesh kumar R DAAS , regarding forwarding of letter	R	19.04.2018	R	20.04.2018	Ok if as per rules.
3	7370/R	Book Stopper- Gautam Buddha Library	FO	19.04.2018	FO	20.04.2018	Ok if as per rules.
4	5898/R	OLT File, computerization of Exam Section	FO	19.04.2018	FO	20.04.2018	Ok if as per rules.
5	-	Installation of Laboratory Sink 5(674)/2018	FO	19.04.2018	FO	20.04.2018	Ok if as per rules.
6	10238/R	Ground Water Project, Dr. Venkatesh Dutts, DES	FO	19.04.2018	FO	20.04.2018	Ok if as per rules.
7	-	University Correspondence- Council of Science and Technology, Dr. Subhash Kumar Yadav, Deptt. of Statistics	FO	19.04.2018	FO	20.04.2018	Yes if as per rules.
8	11205/R	Management Lab Proppsal-DRM	FO	19.04.2018	FO	20.04.2018	Yes if as per rules.

9	11690/R	PF of Shri Chandra Prakash Sahu,MTS	FO	19.04.2018	R	20.04.2018	Yes if as per rules.
10	-	Opening of Bank A/C, DES	Head, DES	19.04.2018	FO	20.04.2018	-
11	4793/R	DRC/Ph.D file, DRM 42	Head, DRM	19.04.2018	Head, DRM	20.04.2018	Ok if as per rules.
12	-	Roller Blind/Curtain for VC Camp Office	FO	19.04.2018	FO	20.04.2018	Ok if as per rules.
13	8426/R	Maintenance of Central Library 5(599)/2016	EE	19.04.2018	FO	20.04.2018	A-Ok if as per rules.