

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	18078R	NGS SERVICES AND ADVANCE UGC START UP GRANT DR. DIGVIJAY VERMA	VC	21.02.19	FO/SOI/SA/ fo/SOI/SA	29.03.19	
2	4365r	stager seatting of auditorium	ee	05.03.19	sa/FO/IAO	29.03.19	
3	19456R	ATTENDING OF SHREYAS/BCY/BBAU/2019	R	12.03.19	soii/udc/F O/VC	29.03.19	
4	6931R	ADVANCE FOR EDUCATIONAL TRIP APPLIED GEOLOGY	IAO	15.03.19	FO/soii/FO /VC	29.03.19	
5	19504R	WORKSHOP CONFERENCE FOUNDATION DAYS 219	TR	18.03.19	ANKIT/FO/I AO	29.03.19	
6	11001R	RESEARCH METHODOLOGY PROGRAMMES IN SOCIAL SCIENCES ACCOUNT OPEN DETAILS FOR RMPSS-2015	DE	19.03.19	ANKIT/FO/ SOII/fo/VC	29.03.19	
7	19357R	SERB-DST PROJECT PURCHASE OF MINOR EQUIPMENT DR. V ELANGO VAN	VC	25.03.19	FO/SOI/SA/ FO/VC	29.03.19	
8	19528r	financial approval ugc start up grant (no. f.30- 442/2018(bsr) dr. harish chandra	dem	25.03.19	sa/FO /PI	29.03.19	
9	19527r	legal building cable falt	EE	25.03.19	udc/FO/VC	29.03.19	
10	5974R	FUND UTILISATION CERTIFICATE & AUDIT DST CENTRE FOR POLICY RESEARCH	DES	26.03.19	SA/FO/VC	29.03.19	
11	10633R	CSIR- POOL SCIENTIST DR. VIMAL CHANDRA PANDAY	R	26.03.19	ANKIT/FO/ R	29.03.19	
12	12861R	CONTINGENCY UNDER UGC-BSR (RESEARCH START UP-GRANT) DR. KHEM B THAPA	PHYSICS	27.03.19	SA/FO/VC	29.03.19	
13	14094R	PURCHASE OF CONSUMABLES DR. SUNIL BABU GOSIPATALA PI	IAO	27.03.19	FO/SOI/FO /IAO	29.03.19	
14	1847/AR/ VC	INSTALLATION OF OLAN PHONE IN VC OFFICE	R	27.03.19	UDC/FO/V C	29.03.19	

15	1846/AR/ VC/2019	PURCHASE OF NEW SIM CONNECTION FOR VC SIR (BSNL)	R	27.03.19	UDC/FO/S OII/CASHIER	29.03.19	
16		WORKSHOP OF OLT FOR COE OFFICE	COE	27.03.19	SOII/CASHIER	29.03.19	
17		DST- INSPIRE FACULTY AWARD PROJECT HEAD CONTIGENCY DR. PREETI GUPTA	DAC	27.03.19	SA/FO/VC	29.03.19	
18		ADVANCE ADJUSTMENT FILE	ICC	27.03.19	UDC/FO/S OII/CASHIER	29.03.19	
19		UGC STARTUP GRANT UTILIZATION DR. MAITRI VERMA	PI	27.03.19	SA/FO/PI	29.03.19	
20		UGC STARTUP GRANT UTILIZATION DR. MUKESH KUMAR AWSTHI	PI	27.03.19	SA/FO/PI	29.03.19	
21		purchase of multifunction printer machine through gem		28.03.19	fo/soi/FO/ VC	29.03.19	
22	19362R	SALAR ELECTRICITU BILLING FROM 750 KWP ROOF TOP SOLAR PLANT INSTAVEDAT BBAU	ee	28.03.19	fo/soi/FO/I AO	29.03.19	
23		ADVANCE FOR NATIONAL SEMINAR 23 & 24 FEBRUARY 2019	IAO	28.03.19	FO/SOII	29.03.19	
24	19552R	IMPREST MONEY FOR PHYSICS (M.SC NUCLEAR MEDICINE & TECHNOLOGY)	R	28.03.19	ANKIT/FO/ SOII/CASHIER	29.03.19	
25	43/14-3	dst-serb grant contingencies dr. jawahar lal	IAO	29.03.19	FO/VC	29.03.19	
26		SERB-DST RESEARCH PROJECT (CONSUMABLE HEAD) DR. JIWAN SINGH	IAO	29.03.19	FO/VC	29.03.19	
27	19492R	UGC START UP GRANT UTILIZATION DR. MUKESH KUMAR AWASHTI	IAO	29.03.19	FO/VC	29.03.19	
28	19491R	UGC START UP GRANT UTILIZATION DR. MAITRI VERMA	IAO	29.03.19	FO/VC	29.03.19	
29	11858R	PRINT JOURNAL-2017 FOR GBL	IAO	29.03.19	FO/VC	29.03.19	
30	3933R	POL IMPREST	by hand	29.03.19	FO/IAO	29.03.19	
31	8968R	केन्द्रीय पुस्तकालय अनु० कार्य	by hand	29.03.19	FO/IAO	29.03.19	

32	17062R	SUPPLY OF RCC BENCH FOR HOSTELS PARK	by hand	29.03.19	FO/IAO	29.03.19	
33	19514R	T/C PF OF DR. VIVEK NATH TRIPATHI REFGARDING TRANSPORTATION	VC	29.03.19	SOI/UDC	29.03.19	
34	19500R	A TWO DAY NATIONAL SEMINAR HORTICULTURE RESEARCH IN INDIA VIS-VIS PROF. SANJAY KUMAR	R	29.03.19	FO/HOD-HORTICULTURE	29.03.19	
35		ADVANCE FOR NATIONAL SEMINAR 23 & 24 FEBRUARY 2019	IAO	29.03.19	FO	29.03.19	
36	19560R	ADMISSION PROSPECTUS 2019-20	R	29.03.19	SA	29.03.19	
37	11993R	ADVANCE FOR R-OFFICE	R	29.03.19	ANKIT	29.03.19	
38		PUBLICATION OF TENDER NOTICE PART-2	VC	29.03.19	FO	29.03.19	
39	4647R	STAFF SALARY FILE FOR CPR/DES	DST	29.03.19	SA	29.03.19	
40	19423R	LECTURES IN DEPARTMENT OF CHEMISTRY	DOC	29.03.19	FO/soii/UDC	29.03.19	
41	3824R	UP32 FK2928N REPAIRING		29.03.19	FO/soii/CASHIER	29.03.19	
42	16030R	PARTICIPATION IN 13TH WESTERN PACIFIC ACOUSTICS CONFERENCE, NEW DELHI 11TH-15TH NOVEMBER-2018	IAO	29.03.19	FO	29.03.19	
43	3043R	SOCIAL SCIENCE JOURNALS PRINTING NMP VERMA	IAO	29.03.19	FO	29.03.19	
44		DEBIT/PREPAID CARD ISSU REG	vc	29.03.19	cashier	29.03.19	
45	7457R	APPOINMENT OF JRF FELLOWSHIP DR. ANAND PRAKASH	vc	29.03.19	cashier	29.03.19	
46	19393R	PROPOSAL FOR ONE WEEK (FIVE DAYS) WORKSHOP ON RESEARCH METHODOLOGY FROM 25TH FEBRUARY,2019 TO 01ST MARCH, 2019	dhr	29.03.19	fo	29.03.19	
47		for adjustment against advance	MATHE	29.03.19	udc	29.03.19	
48	19540r	RO MACHINE FOR ABH	R	29.03.19	SA	29.03.19	
49		DBT PROJECT: PURCHASE OF CHEMICAL GLASSWARE DR. VENKATESH KUMAR R	VC	29.03.19	FO/PI	29.03.19	

50	19441R	DBT PROJECT TRAVEL PROF. RAM CHANDRA	VC	29.03.19	SOI/CASHIER	29.03.19	
51	3933R	POL IMPREST	IAO	29.03.19	FO/AR(V)	29.03.19	
52		REMUNERATION BILLS OF GUEST FACULTY FOR END SEMESTER EXAMINATION	VC	29.03.19	SOI/CASHIER	29.03.19	
53	12764R	DBT-JRF MR. PAWAN KUMAR RESEARCH SCHOLAR	vc	29.03.19	SOI/CASHIER	29.03.19	
54		dst project: contingency dr. venkatesh kumar r	vc	29.03.19	SOI/CASHIER	29.03.19	
55		DBT-CONTINGENCY RELATED FILE DR.ABHA MISHRA (PI) DEPT.ZOOLOGY	vc	29.03.19	SOI/CASHIER	29.03.19	
56	12182R	MANPOWER DR. R N BHARGAVA	vc	29.03.19	SOI/CASHIER	29.03.19	
57	15015R	CHEMICALS GLASSWARES AND PLASTICWARES DR. KHEM B THAPA	vc	29.03.19	SOI/CASHIER	29.03.19	
58	12447R	GUEST FACULTY BBAU SATELLITE CAMPUS AMETHI (ON CONTRACT)	vc	29.03.19	SOI/CASHIER	29.03.19	
59	2134/dap/sas/bbau/18	organize a lecture on role and relevance of india constution dated on 27.11.2018 adjustment file	dps	29.03.19	ankit	29.03.19	
60		REMUNERATION BILL FOR END SEMESTER EXAM DEC-2018	vc	29.03.19	SOI/CASHIER	29.03.19	
61	12217R	equipments-dst-serb project dr. r n bhargava	IAO	29.03.19	FO/VC	29.03.19	
62		RAJY YUVA SANSAD PRATEYOGETA KE AVASH AVASH AVAM BHOJAN HETU BHUGTAN	VC	29.03.19	SOI/CASHIER	29.03.19	
63		UGC STARTUP GRANT UTILIZATION DR. MAITRI VERMA	PI	29.03.19	SA	29.03.19	
64		UGC STARTUP GRANT UTILIZATION DR. MUKESH KUMAR AWSTHI	PI	29.03.19	SA	29.03.19	
65	17062R	SUPPLY OF RCC BENCH FOR HOSTELS PARK	IAO	29.03.19	FO	29.03.19	
66	8968R	केन्द्रीय पुस्तकालय अनु० कार्य	iao	29.03.19	FO	29.03.19	
67	19504R	WORKSHOP CONFERENCE FOUNDATION DAYS 219	IAO	29.03.19	FO	29.03.19	

68		SWACHHTA PAKHWADA 1ST-15TH SEPTEMBER, 2018 PROF. NAVEEN KUMAR ARORA	DES	29.03.19	UDC	29.03.19	
69	19251R	M.PHIL SCHOLAR NON NET FELLOWSHIP FORM FILE , MR. KASHISH GUPTA, MS. RICHA MISHRA, MR. RAVINDRA KUMAR	R	29.03.19	ANKIT	29.03.19	
70	19554R	INDEPENDENCE DAY OSD AMETHI	R	29.03.19	UDC	29.03.19	
71	19555R	ADVANCE FOR REPUBLIC DAY ON 26TH JANUARY 2019	R	29.03.19	UDC	29.03.19	
72	19294r	23rd anniversary of the foundation day of university (10th january-2019)	IAO	29.03.19	FO	29.03.19	
73	4906r	braille section for gbl + one file	IAO	29.03.19	FO	29.03.19	
74		MAINTENANCE GRANT	HD&FS	29.03.19	UDC	29.03.19	
75	19362R	SALAR ELECTRICITU BILLING FROM 750 KWP ROOF TOP SOLAR PLANT INSTAVEDAT BBAU		29.03.19	fo/vc	29.03.19	
76		IMPREST MONEY (CONFIDENTIAL WORK)	COE	29.03.19	ANKIT	29.03.19	
77	16050R	PURCHASE OF 18A TONER FOR THE USE OF SECURITY SECTION	R	29.03.19	UDC	29.03.19	
78	19297R	RENEWAL OF DIGITAL SIGNATURE (DSC) 2019	R	29.03.19	UDC	29.03.19	
79	19564R	PURCHASE OF BATTERY FOR UPS DEPARTMENT OF HISTORY	R	29.03.19	UDC	29.03.19	
80	3263R	YASHODHARA GIRLS HOSTEL REGARDING WHITE WASH OF HOSTEL	EE	29.03.19	FO	29.03.19	
81	19190R	BUDGET PROPOSAL FOR EQUIPMENT PROF. R P SINGH	R	29.03.19	FO	29.03.19	
82	17091R	UGC-START-UP PROJECT OF DR. DIGVIJAY VERMA	by hand	29.03.19	FO/IAO	29.03.19	
83	19280R	FILE FOR REPAIRING OF TOSHIBA E- STUDIO 256 SE PROF MADHULIKA DUBE	R	29.03.19	SA	29.03.19	
84	12457R	ICSSR RESEARCH PROJECT DR. MAHENDRA KUMAR PADHY	DMCJ	29.03.19	SA	29.03.19	
85		SALARY (2018-2019) MEDIA CENTER	FW	29.03.19	FO/R	29.03.19	
86		T/C DD REGARDING FILE	COE	29.03.19	FO	29.03.19	
87		PREPAID DEBI CARD PROF. R P SINGH		29.03.19	FO	29.03.19	

88	11884R	SHAHDEEN SHAH FOR FEE CONCESSION	R	29.03.19	FO	29.03.19	
89	14086R	PURCHASE OF WHITE BOARD FOR DEPARTMENT OF PHYSICS & UIET	STR	29.03.19	UDC	29.03.19	
90	19556R	PURCHASE OF UPS FOR FINANCE SECTION	R	29.03.19	UDC	29.03.19	
91	19559R	MISCELLANEOUS WORK DEPARTMENT OF CHEMISTRY	R	29.03.19	ANKIT	29.03.19	
92	19557R	PURCHASE OF PRINTER FOR THE DEPARTMENT OF LAW	R	29.03.19	UDC	29.03.19	
93		PAYMENT OF PHOTOFRAME VC SECTT	VC	29.03.19	UDC	29.03.19	
94	8242r	APPLICATION OF PROF RP SINGH FOR APPROVAL FOR MAJOR SURGERY	R	29.03.19	FO	29.03.19	
95	19565R	PURCHASE OF CHEMICAL & GLASSWARE 2018-19	R	29.03.19	SA	29.03.19	