

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	5974r	FUND U.C & AUDIT+9FILES ATTAACHED	DST	30.06.16	CO-V. DUTTA	01.08.16	
2	8777R	REPAIR FLOORING IN COMPUTER LAB	R	11.07.16	VC	01.08.16	
3	8757R	GPF AND ETC. OF LIBRARIAN	R	12.07.16	ARF/SO/L DC/arf/F O/ARF	01.08.16	
4	8804R	RE-CONSTRUCTION OF CAMPUS BOUNDRY WALL	VC	14.07.16	VC	01.08.16	
5	7367R	PURCHASE OF SONICATOR	VC	14.07.16	FO/arf/S O/SA/arf/ FO/ARF	01.08.16	
6		CASH ADVANCE	AE(E)	18.07.16	LDC/arf/F O/ARF	01.08.16	
7	7445R	PURCHASE OF UNIVERSITY LIB ITEMS	VC	20.07.16	VC	01.08.16	
8	6630R	FOR FEE REFUND TO TOPPER	VC	21.07.16	R	01.08.16	
9	3679R	ACTIVATION OF CSIR-JRF OF MR. ATUL	HOD	25.07.16	H-DBT	01.08.16	
10	8876R	DISSERTATION FILE	R	25.07.16	R	01.08.16	
11	7811R	GRAMMARLY SOFTWARE	R	25.07.16	librarian	01.08.16	
12	8909R	UGC-JRF MAHESH KUMAR	r	26.07.16	R	01.08.16	
13	4137R	आवासीय दूरभाष मोबाइल की प्रतिपूर्ति भाग 2	R	26.07.16	VC	01.08.16	
14	8165R	GATE SCHOLARSHIP NEHA YADAV	R	26.07.16	R	01.08.16	
15	8912R	EARTHING	R	26.07.16	SA/ARF/f o/ARF	01.08.16	
16	8650R	ELECTRCAL MAINTENANCE WORK IN CL	R	26.07.16	LDC/arf/F O/ARF	01.08.16	
17	8369R	T/C PF OF DR. DR MODI (LTC)	R	26.07.16	R	01.08.16	
18	8930R	EXPENSION OF UNIVERSITY	R	27.07.16	EE	01.08.16	
19	8019R	फोटोकापी मशीन मरम्मत के संबंध में	str	27.07.16	VC	01.08.16	
20		PURCHASE OF ALMIRAH REMETIAL LANGUAGE ENGLISH	STR	27.07.16	VC	01.08.16	

21		ADVERTISEMENT OF ADMISSION ON RADIO CHANNEL		27.07.16	SA/ARF/FO	01.08.16	
22	7812R	EARN WHILE LEARN SCHEME	R	28.07.16	FO/ARF	01.08.16	
23	8657R	Dr.RIMA KUMARI DST-START PROJECT	R	28.07.16	FO/ARF/SOI	01.08.16	
24	8944R	DR.SHIKHA-SOCIETY OF BIOLOGICAL CHEMISTS,INDIA	R	28.07.16	FO/ARF	01.08.16	
25	5283R	DR.SHAILESH KUMAR PRO- FUND UTILISATION DST	R	28.07.16	H-DAC	01.08.16	
26		ONLINE ENTRANCE EXAMINATION-2016 Dr.SANJAY KUMAR	DAPS	28.07.16	FO/ARF	01.08.16	
27		ADVANCE FILE FOR DR. SANJAY KUMAR, OEE-2016	DAPS	28.07.16	FO/ARF	01.08.16	
28	8874r	Dr. shiv shankar progress report and utilization report CST,UP Proj(NFCCI-2131)	DES	28.07.16	H-DES	01.08.16	
29		PAYMENT OF BILL IN CONNECTION.....REGARDING CONTRACT FACULTY WALK IN INTERVIEW	ESTT	28.07.16	FO/ARF	01.08.16	
30		ADVANCE ONLINE EXAM-2016 PROF SK DWIVEDI	DCS	29.07.16	FO/ARF/SOII	01.08.16	
31		PROF. AJAY KUMAR (LAW)		29.07.16	ARF/FO/ARF	01.08.16	
32		dr.mk padhy computer advance installement for aug,sep & october-2016	mcj	29.07.16	ARF	01.08.16	
33	4839R	CONSUMABLES UNDER PROJ	VC	29.07.16	CASHIER	01.08.16	disposed off
34	4218r	AMC OF AC P-2	VC	29.07.16	AE(E)	01.08.16	
35	4189R	AMC CEILING FANS & EXAUST FANS P-2	VC	29.07.16	FO/ARF/SOII	01.08.16	

36	8837R	TA BILL OF DR.MANOJ K.DHADWAL	R	01.08.16	FO	01.08.16	
37	8953R	travel to attend national seminar on yoga	R	01.08.16	FO	01.08.16	
38	8954R	TA BILL for Tour Prof.NMP Verma	R	01.08.16	FO	01.08.16	
39	8947R	INCREMENT OF RCA FACULTY	R	01.08.16	SOI	01.08.16	
40	8951R	74TH STAI ANNUAL CONVENTION - PROF.RAM CHANDRA	R	01.08.16	LDC	01.08.16	
41	8926R	DR. GAURAV R. DWIVEDI YS(SERB) UC	R	01.08.16	SA	01.08.16	
42	8914R	REPLY OF AUDIT 2014-15	R	01.08.16	SOI	01.08.16	
43	8760R	FEES REIMBURSEMENT OF MR. SHAISHAV	R	01.08.16	STENO	01.08.16	
44	8106R	T/C PF OF DR. BRIJESH KUMAR	R	01.08.16	FO	01.08.16	
45	5173R	DEM-FIST	R	01.08.16	SA	01.08.16	
46	8438R	PAINTING OF ASHOKA & KANISHIKA BH	R	01.08.16	SO	01.08.16	
47	7209R	REFUND OF DEBUCTION OF SALARY ARREAR(CAS) OF PROF.N.M.P.VERMA &OTHERS TEACHING STAFF	R	01.08.16	SO	01.08.16	
48	3282R	CONSTRUCTION OF MOUT COURT	R	01.08.16	SO	01.08.16	
49	8968R	केन्द्रीय पुस्तकालय अनु० कार्य	R	01.08.16	SA	01.08.16	
50	8906R	OPEN VIVA-VOCE OF MR. AMIT KIMAR	R	01.08.16	LDC	01.08.16	
51	8961R	REQUEST OF PROF. RAM CHANDRA	R	01.08.16	SO	01.08.16	
52	8498R	ARRANGE THE MIKE & SPEAKER	STR	01.08.16	LDC	01.08.16	
53	5600r	purchase of three seater seat cum- bench	str	01.08.16	SA	01.08.16	
54		REMUNERATION	RCA	01.08.16	LDC	01.08.16	
55		HONORARIUM FILE RCA	RCA	01.08.16	LDC	01.08.16	
56	3297R	purchase of diesel for genset	EO	01.08.16	LDC	01.08.16	
57	8069R	CO-OPERATIVE GENERAL STORE	STR	01.08.16	SA	01.08.16	
58	7934R	UPCST PROJECT Dr. SANGEETA SAXENA (PRINCIPAL INVESTIGATOR)	DBT	01.08.16	SA	01.08.16	

59	8874r	Dr. shiv shankar progress report and utilization report CST,UP Proj(NFCCI-2131)+2file attached	DES	01.08.16	fo	01.08.16	
60	7445R	PURCHASE OF UNIVERSITY LIB ITEMS	vc	01.08.16	arf	01.08.16	
61	8777R	REPAIR FLOORING IN COMPUTER LAB	vc	01.08.16	arf	01.08.16	
62	4137R	आवासीय दूरभाष मोबाइल की प्रतिपूर्ति भाग 2	vc	01.08.16	arf	01.08.16	
63		IMPrest	COE	01.08.16	STENO	01.08.16	
64		CONTRACTUAL FACULTY	VC	01.08.16	ARF	01.08.16	
65	2548F	PURCHASE OF DATA CARD	DAP	01.08.16	LDC	01.08.16	
66	624F	IMPREST	DAP	01.08.16	STENO	01.08.16	
67	4009R	IMPREST	ESTT	01.08.16	STENO	01.08.16	
68	4289R	APPROVAL FOR HIRING OF TAXI	VEHICLE	01.08.16	FO	01.08.16	