

S.No	FILE.NO	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	8754R	IMPREST FOR B.B.A.&B.COM (H)	R	03.08.16	R	31.08.16	
2		ATIRIKT DHANRASHI BHUGTAN KARNE KE HETU	VC	17.08.16	FO/arf/so /ARF/FO	31.08.16	
3	8779R	PERMISSION FOR PVT.AIRLINES TRAVEL	VC	24.08.16	FO/ARF/S O/ARF/FO	31.08.16	
4	7934R	UPCST PROJECT Dr. SANGEETA SAXENA (PRINCIPAL INVESTIGATOR)+2FILE ATTACHED	DBT	26.08.16	SA/ARF	31.08.16	
5	4647R	Staff salary	DST	26.08.16	dst-cpr	31.08.16	
6	4067R	COMMITTEE FOR CREATION O MOSQUITO MESH SIDD. HOSTEL	R	26.08.16	SA/ARF/f o	31.08.16	
7	4252R	up32 DQ6038	R	26.08.16	LDC/ARF	31.08.16	
8	7215R	palm plant plantation on main Road side in university campus	R	29.08.16	LDC/ARF	31.08.16	
9	3837R	ADVANCE FOR UNIVERSITY FUNCTIONS	R	29.08.16	LDC/ARF	31.08.16	
10	4008R	JRF-2011-12	R	29.08.16	STENO/R	31.08.16	
11		REQUIREMENT OF LAB EQUIPMENT	DCS	29.08.16	sa/ARF	31.08.16	
12		ADJUSTMENT OF ADVANCE NATIONAL SEMINAR SCHEME	NSS	29.08.16	LDC/ARF/ FO	31.08.16	
13	8787R	EQUIPMENT MRP PROJ. PROF RP SINGH	DES	29.08.16	SA/ARF	31.08.16	
14	3104R	IMPREST	R	29.08.16	STENO/R	31.08.16	
15		minutes of meeting all dean	dac	29.08.16	fo	31.08.16	
16	1944F	PURCHASE OF DESKTOPS	SOCI	30.08.16	SOI/ARF	31.08.16	
17	28F	IMPREST	DAC	30.08.16	STENO/A RF/fo	31.08.16	
18		VIDEO CONFERENCE	vc	30.08.16	CASHIER	31.08.16	disposed off

19	6045R	PURCHASE OF NEW DG SET	vc	30.08.16	arf/soi/E O	31.08.16	
20	8547R	BOOKS/STATIONERIES	vc	30.08.16	CASHIER	31.08.16	disposed off
21	8541R	PROCUREMENT OF DST-SERF START UPDR.JAWAHAR LAL	vc	30.08.16	DAC- DR.JAWA HARLAL	31.08.16	
22	3484R	Diesel for tractor	VC	30.08.16	CASHIER	31.08.16	disposed off
23	8309R	GPF (ADVANCE & WITHDRAWAL) TEACHING &N/T	VC	30.08.16	FO/R	31.08.16	
24		NMEICT PROJ	MCJ	30.08.16	SA/ARF	31.08.16	
25	2648FO	IMPREST	DES	31.08.16	STENO/A RF	31.08.16	
26	6878R	CONSULTANCY PROJECT G. WATER DR. VENKATESH DUTTA	DES	31.08.16	SA/ARF	31.08.16	
27	4101R	UTILIZATION CERTIFICATE FILE	IAO	31.08.16	FO	31.08.16	
28	7336R	TCFN /moniterning investment	vcs	31.08.16	FO/ARF/F O	31.08.16	
29	9199R	TA ADVANCE -REGISTAR	R	31.08.16	LDC/ARF	31.08.16	
30		jrf- 2011-12, kiran archana, priyanka	soci	31.08.16	steno	31.08.16	
31		IMPREST KANISHKA BOYS HOSTEL		31.08.16	ARF	31.08.16	
32		INTERACTIVE GROUP(WORKSHOP DISCUSSION	PHARMA	31.08.16	LDC	31.08.16	
33		DD REGARDING FILE 2015-16	COE	31.08.16	ARF	31.08.16	
34		REQUIREMENT OF UPS	DCS	31.08.16	LDC	31.08.16	
35	5600R	purchase of three seater seat cum- bench	STR	31.08.16	ARF	31.08.16	
36		NON DISBURESEMENT OF MINIMUM WAGES TO THE SECURITY GUARDS.....(COMPLAIN OF SECURITY GUARDS)	FINANCE	31.08.16	ARF	31.08.16	
37		PROPOSAL FOR PURCHASE OF LABORATORY EQUIPMENTS	DPT	31.08.16	SA	31.08.16	

38	373F	IMPREST	SAS	31.08.16	STENO	31.08.16	
39		REPAIR OF LAPTOP	VC	31.08.16	ARF	31.08.16	
40	4573R	FIELD VISIT & WORKSHOP	VC	31.08.16	ARF	31.08.16	