

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	8605 R	Transmission of information.	DR-SC/ST	21.7.16	VC	2/Aug	For approval
2	8815 R	Reg. Contractual Engagement in HC.	VC	27.7.16	AR/Estt	2/Aug	For need full.
3	8369 R	T/C PF of Dr. D.R.Modi (LTC).	FO	1.8.16	FO	2/Aug	For need full.
4	8876 R	Dissertation File (FST) Shakti Chandra.	FO	1.8.16	AR/A	2/Aug	For need full.
5	8165 R	236/Gate Scholarship(Neha Yadav)/DIT/BBAU/16	FO	1.8.16	AR/A	2/Aug	For need full.
6	8909 R	UGC-JRF Mahesh Kumar, DES	FO	1.8.16	AR/A	2/Aug	For need full.
7	6630 R	For Fees Refund to Toppers.	FO	1.8.16	AR/A	2/Aug	For need full.
8	8201 R	National Flag. 5(597)/16	EE	1.8.16	FO	2/Aug	For need full.
9	8598 R	RGNF File (Joining Report, Mr. Arvind Kumar.	HoD	1.8.16	AR/A	2/Aug	For need full.
10	8918 R	Allotment of SES Conference Hall for Sport Section Seminar.	EO	1.8.16	VC	2/Aug	For approval
11	8974 R	MANF file Aina Rafat.	HoD	1.8.16	AR/A	2/Aug	For need full.
12	5988 R	Repairing of Boundery Wall, 5(464)/14	EE	1.8.16	FO	2/Aug	For need full.
13	3345 R	Irrigation Pipes and Related Materials	EE	1.8.16	FO	2/Aug	For need full.

14	3545 R	Plantation Work By GBS Part -2	EE	1.8.16	FO	2/Aug	For need full.
15	5020 R	Requirment of Guard/ Extra Guard...	EO/ Secu	1.8.16	VC	2/Aug	For approval
16	6054 R	M/S Security Solution Services, Correspondence File.	EO/ Secu	1.8.16	VC	2/Aug	For approval
17	8895 R	Confirmation Of Dr. Preeti Gupta.	DR/Estt	1.8.16	AR/Estt	2/Aug	For need full.
18	7623 R	DPC For Group -B, Post.	DR/Estt	1.8.16	AR/Estt	2/Aug	For need full.
19	8421 R	T/C PF of Mss. Anita Tiwari, Lab Asstt. Promotion to TA	DR/Estt	1.8.16	VC	2/Aug	For approval
20	8588 R	T/C PF of Shri Hori Lal, MTS Sainitation Section.	DR/Estt	1.8.16	AR/Estt	2/Aug	For need full.
21	8975 R	T/C PF Of Ms. Anita Tiwari, DAPS (LTC)	DR/Estt	1.8.16	FO	2/Aug	For need full.
22	8878 R	Prof. Ram Chandra.	DR/Estt	1.8.16	DR/Lega I	2/Aug	For need full.
23	8976 R	T.C Departmental Exam for the Post of UDC.	DR/Estt	1.8.16	VC	2/Aug	For approval
24	8228 R	PF of Mujibur Rahman Asstt.Prof. D.Law.	DR/Estt	1.8.16	VC	2/Aug	For approval
25	6625 R	स्वतन्त्रता दिवस पत्रावली	DR/Estt	1.8.16	VC	2/Aug	For approval
26	8790 R	Pay Fixation Of Dr. Preeti Gupta.	DR/Estt	1.8.16	AR/Estt	2/Aug	For need full.
27	8971 R	PDF of Dr. Ved Prakash.	VC	1.8.16	AR/A	2/Aug	For need full.

28	8900 R	Proposal for Gold Medal By Sita Ram Jindal Foundation ND	VC	1.8.16	VC	2/Aug	For approval
29	8302 R	T/C PF of Saheb Saran, LTC.	VC	1.8.16	AR/Estt	2/Aug	For need full.
30	8901 R	Relieving From Coordinator Charge.	VC	1.8.16	AR/Estt	2/Aug	For need full.
31	8781 R	Abhishek Tripathi B.Com(H).	VC	1.8.16	AR/A	2/Aug	For need full.
32	8919 R	Pawan Kumar Nayak, Assi.Proff. On Contract, For BBA LLB(H).	VC	1.8.16	AR/Estt	2/Aug	For need full.
33	8466 R	File for the six month extention of Ph.d research scholar.	VC	1.8.16	AR/Estt	2/Aug	For need full.
34	7920 R	PF of Ms. Rajshree, Lecturer DIT	VC	1.8.16	AR/Estt	2/Aug	For need full.
35	8977 R	Cancelation of Reliving & EOL Dr. M.K.Padhy.	VC	1.8.16	AR/Estt	2/Aug	For need full.
36	8978 R	Grievances of G.Sunil Babu, DBT.	G.Sunil Babu	1.8.16	AR/Estt	2/Aug	For need full.
37	8979 R	Refresher Certificate & Reliving Certificate,Dr. Manoj Kumar.	HoD	1.8.16	AR/Estt	2/Aug	For need full.
38	5871 R	JRF Joining Report of Ms. Preeti Bhasker.	AR/A	2.8.16	AR/A	2/Aug	For need full.
39	8458 R	File for the New Course (M.A.) Women Studies) in BBAU.	AR/A	2.8.16	Cor-	2/Aug	For need full.
40	8868 R	Admission Committee, M.Phill/ D.Lib.Science	AR/A	2.8.16	VC	2/Aug	For Approval
41	4271 R	07/Ph.D.Admission Cum DRC/ D.pharma/BBAU/12	AR/A	2.8.16	AR/A	2/Aug	For need full.

42	8633 R	Dr. Alok Kr. Singh, DAC Ispire Faculty.	EE	2.8.16	FO	2/Aug	For need full.
43	8978 R	Grievances of G.Sunil Babu, DBT.	AR/Estt	2.8.16	VC	2/Aug	For Approval
44	8589 R	Medical Rembusemeant File Registrar/FO/COE.	CMO	2.8.16	FO	2/Aug	For need full.
45	8981 R	Transportation Allownce of the Librarian.	Librarian	2.8.16	FO	2/Aug	For need full.
46	8982 R	Salary Deduction as GPF.	Librarian	2.8.16	AR/Estt	2/Aug	For need full.
47	8884 R	Consturction At Video Studio, Media Center, BBAU.	Dir-Media	2.8.16	IAO	2/Aug	For need full.
48	8852 R	Tender for Manpower Providing Agency.	AR/Estt	2.8.16	VC	2/Aug	For approval
49	4588 R	Legal fee of university Counsel. Advo. Rajesh Tiwari	DR/Legal	2.8.16	VC	2/Aug	For approval
50	8877 R	Electrical Maintinance work in Guest House 5(42 T/C)elec./2016	VC	2.8.16	FO	2/Aug	For need full.
51	8915 R	T/C Dr. Jiwan Singh, Orientation Programme	VC	2.8.16	AR/Estt	2/Aug	For need full.
52	8859 R	Post Matric Scholarship & Fee Riemburement for the Year 2016-17- Vol-II	VC	2.8.16	DR- SC/ST	2/Aug	For need full.
53	8679 R	Drop-out/ Vacant Seat Students Detail of 15- 16	VC	2.8.16	RSO	2/Aug	For need full.
54	8139 R	Degree Certificate Part-2 with 06 Degree.	VC	2.8.16	COE	2/Aug	For need full.
55	8776 R	Alteratiation of Health Center, 5(611)/2016.	VC	2.8.16	FO	2/Aug	For need full.

56	8858 R	Dissertation File (FST) Kiran Gharti	VC	2.8.16	AR/A	2/Aug	For need full.
57	8897 R	Allotment of Chamber. Reg.	VC	2.8.16	Prof K.Jaiswa	2/Aug	For need full.
58	8980 R	Forwarding Application Dr. Shalini Chandra, DES, Orientation Programme.	VC	2.8.16	AR/Estt	2/Aug	By hand Shalini C.
59	8970 R	Dr. Shanu Singh Asstt.Prof. SOE	VC	2.8.16	AR/Estt	2/Aug	For need full.
60	8834 R	Report regarding complaint by some student of iv sem of enveronomeant microbiology.	VC	2.8.16	AR/A	2/Aug	For need full.
61	8527 R	Ms. Shweta Goswami [Ph.D Scholar]	VC	2.8.16	AR/Estt	2/Aug	For need full.
62	8152 R	DRC Meeting IIIrd File 2013-2015	VC	2.8.16	AR/A	2/Aug	For need full.
63	8853 R	Admission File 2016-17	VC	2.8.16	AR/A	2/Aug	For need full.
64	3739 R	अन्य विश्वविद्यालयो / संस्थानो को अतिथि-गृह मे कक्छ आरक्षित करने के संबंध मे	VC	2.8.16	I/C GH	2/Aug	For need full.
65	6561 R	T/C Nomination of BOM.	VC	2.8.16	AR/Estt	2/Aug	For need full.
66	8275 R	कार्यालया के सुचारु संचालन हेतु निम्न सुविधाए की आवायकताए।	VC	2.8.16	AR/Snp	2/Aug	For need full.
67	3779 R	Purchase of postel Stamp, Vol-III.	VC	2.8.16	AR/Dispatch	2/Aug	For need full.
68	8893 R	Allotment of The room for the Cell	VC	2.8.16	EO	2/Aug	By hand EO
69	8726 R	Proposal for upgrading the name of sport to the departmeant of physical education and	VC	2.8.16	AR/A	2/Aug	For need full.

70	5611 R	Condolence File.	AR/Estt	2.8.16	VC	2/Aug	For approval
71	4814 R	T/C UP-32 DC-4006	AR/Vehi.	2.8.16	FO	2/Aug	For need full.
72	8980 R	Forwarding Application Dr. Shalini Chandra, DES, Orientation Programme.	DR/Estt	2.8.16	VC	2/Aug	For approval
73	8988 R	Misssc. FIR File.	R-office	2.8.16	VC	2/Aug	For approval
74	8990 R	Dr. Victoria Susan Ijjina, Asstt. Prof. SOE	AR/Estt	2.8.16	VC	2/Aug	For approval