

| S.No | File.No | Subject | From whom Received | Received Date | Sent to | Sent Date | Remark |
|------|---------|---|--------------------|---------------|---|-----------|-------------------|
| 1 | 9215R | MOSQUITO NET FOR YGH | vc | 19.09.16 | fo/EE | 29.08.17 | |
| 2 | | ADJUSTMENT OF EXAMINATION ADVANCE | DEM | 01.05.17 | LDC/ARF/ FO/ARF | 29.08.17 | |
| 3 | | ADJUSTMENT OF RS. 3000/- DR. SURINDER KUMAR | DAS | 07.06.17 | LDC/SO/ ARF/FO/ ARF | 29.08.17 | |
| 4 | 6828R | special lecture of Msc. & Ph.D. | DEM | 14.06.17 | LDC/SO/ ARF/FO/ ARF/SOII/ LDC/SO/ ARF/FO/ VC | 29.08.17 | |
| 5 | 3345R | IRRIGATION PIPES AND RELATED MATERILAS | GBS | 30.06.17 | LDC/SO/ ARF/FO/ ARF | 29.08.17 | |
| 6 | 10213R | REQUIREMENT OF 02 TON AC 01 NOS DR. D.R.MODI LAB TNCHARGE | VC | 03.07.17 | FO/DR. D R MODI | 29.08.17 | |
| 7 | 10356R | ACADEMIC ACTIVITY FILE OF DR. SUTANU MAJI FOR ATTENDING INTERNATIONAL CONFERENCE | VC | 03.07.17 | FO/DAPS | 29.08.17 | DR SUTANU MAJI |
| 8 | 915F | IMPREST MONEY FOR DPS | DPS | 06.07.17 | STENO/S O/ARF/F O/ARF | 29.08.17 | |
| 9 | 10536R | REGARDING OFFICE ACCESSORIES (COMPUTER SYSTEM,PRINTER,UPS,TABLE,CHAIR,KEYBOARD,ETC.) | STORE | 06.07.17 | FO/VC | 29.08.17 | |
| 10 | 8265R | FUIRTHER BEAUTIFICATION OF RCABOYS HOSTEL | RCA | 06.07.17 | ARF/SOI/ SA/SO/A RF/FO/DI R RCA | 29.08.17 | |

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| 11 | | IMPREST MONEY FOR TYPE-C GIRLS HOSTEL | HOSTEL | 07.07.17 | STENO/S O/ARF/F O/ARF | 29.08.17 | |
| 12 | 6992R | Medical reimbursement(Retired Employee) | CMO | 10.07.17 | ARF/SOF/ STENO/S OF/ARF/F O/VC | 29.08.17 | |
| 13 | 10064R | MEDICAL BILLS OF RETIRED N/T EMPLOYEES | CMO | 10.07.17 | ARF/SOF/ STENO/A RF/FO/A RF | 29.08.17 | |
| 14 | 8708R | DISSERTATION WORK & STUDY TOUR WORK FEE REIMBURSEMENT FOR MSC..... | R | 10.07.17 | STENO/S O/ARF/F O/ARF | 29.08.17 | |
| 15 | | IMPREST MONEY FOR COE OFFICE | COE | 11.07.17 | STENO/S O/ARF/F O/ARF | 29.08.17 | |
| 16 | | REQUIREMENT OF CHEMICALS GLASSWARES & PLASTICWARES GOR FINANCIAL YEAR 2016-17 | DPS | 11.07.17 | SA/SO/A RF/FO/V C | 29.08.17 | |
| 17 | | PURCHASE OF NEWSPAPER | I&GB | 13.07.17 | LDC/ARF/ FO/ARF | 29.08.17 | |
| 18 | 10511R | HOME MINESTARY NATIONAL LANGUAGE | HINDI | 14.07.17 | STENO/S O/ARF/F O/VC | 29.08.17 | |
| 19 | 28/FO | IMPREST MONEY FOR DAC | DAC | 17.07.17 | FO/ARF | 29.08.17 | |
| 20 | | AUDIT-2016-17 | VC | 17.07.17 | FO/INCH ARGE G.H | 29.08.17 | |
| 21 | | REPAIR OF DOUBLE DISTILLATION UNIT | VC | 19.07.17 | FO/ARF | 29.08.17 | |

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| 22 | | TATA PHOTAN FILE EXAM SECTION | EXAM | 19.07.17 | ARF/SOI/ LDC/ARF/ FO/COE | 29.08.17 | |
| 23 | | Purchase of plants for botanical garden | DAPS | 19.07.17 | ARF/FO/ ARF | 29.08.17 | |
| 24 | | न्यूज पेपर भुगतान हेतु पत्रावली | DE | 19.07.17 | LDC/ARF/ fo/ARF | 29.08.17 | |
| 25 | | PURCHASE OF CARTRIDGE FOR DEAN SES OFFICE | SES | 19.07.17 | SA/ARF/F O/AR(S& P) | 29.08.17 | |
| 26 | | PURCHASE OF STABILIZER | DRM | 19.07.17 | FO/HEAD DRM | 29.08.17 | |
| 27 | | PHOTOCOPY AND PRINTER | DRM | 19.07.17 | FO/HEAD DRM | 29.08.17 | |
| 28 | | COMMUNITY COLLEGE DIPLOMA IN DIETETICS AND NUTRITION GUEST FACULTY PAYMENT | COMMUNITY COLLEGE | 19.07.17 | FO/VC | 29.08.17 | |
| 29 | 4714R | PF OF DR. SHASHI BHUSHAN | R | 20.07.17 | ARF/SOI/ LDC/ARF | 29.08.17 | |
| 30 | 3361R | PF OF DR. R G SONKAWADWE | R | 20.07.17 | ARF/SOI/ LDC/SO/ ARF | 29.08.17 | |
| 31 | 8553R | PF OF SHRI. MANOJ E PRABHAKAR | R | 20.07.17 | ARF/SOI/ LDC/SO/ ARF | 29.08.17 | |
| 32 | 5727R | PF OF SHRI MOHD. JAHANGIR SABBIR KHAN | R | 20.07.17 | ARF/SOI/ LDC/SO/ ARF | 29.08.17 | |

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| 33 | 8855R | DISSERTATION (M.SC. STUDENTS) | R | 20.07.17 | STENO/ ARF/FO/ V C | 29.08.17 | |
| 34 | 10472R | PF OF DR. RASHI KRISHNA SINHA | R | 20.07.17 | ARF/SOI/ LDC/SO/ ARF | 29.08.17 | |
| 35 | 9785R | T/C PF PROF.MY KHAN LTC | R | 20.07.17 | STENO/A RF/FO/ V C | 29.08.17 | |
| 36 | | HONORARIUM FOR RESOURCE PERSON OF RCA | VC | 20.07.17 | FO/ARF | 29.08.17 | |
| 37 | 10470R | PF OF DR. PRARHANT SINGH | R | 20.07.17 | ARF/SOI/ LDC/so/a rf | 29.08.17 | |
| 38 | 6844R | M SC DISSERTATION DBT BIOTECHNOLOGY | R | 20.07.17 | STENO/A RF/fo/R | 29.08.17 | |
| 39 | 3393R | MEDIACL REIMBURSEMENT(TEACHING FILE) | R | 21.07.17 | FO/STEN O/SO/AR F/FO/CM O | 29.08.17 | |
| 40 | 2639F | ADVANCE FOR SBBT MEETING | SBBT | 24.07.17 | LDC/SO/ ARF/FO/ ARF | 29.08.17 | |
| 41 | 10565R | CONSTRUCTION OF GIRLS HOSTEL AT BBAU LKO | R | 25.07.17 | FO/AR(LE GAL) | 29.08.17 | |
| 42 | 3025R | PURCHASE OF EQUIPMENT FOR M.SC LABORATORY SESSION- 2014 | DEM | 25.07.17 | SA/SO/A RF/FO/A RF | 29.08.17 | |
| 43 | 9092R | KENDRIYA PUSTKALYA PART-I | EE | 25.07.17 | SOI/SA/A RF/FO/A RF | 29.08.17 | |

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| 44 | | PAYMENT OF EXTERNAL EXAMINERS FOR DISSERTATION OF ONE YEAR LLM | CPGL | 25.07.17 | LDC/SO/ ARF/FO/ VC | 29.08.17 | |
| 45 | 10698R | T.A BILL FILE OF REGISTRAR OFFICE NCSC-NEW DELHI MEETING 6/7/17 JOURNEY BY ROAD | R | 25.07.17 | FO/R | 29.08.17 | |
| 46 | 4351R | UP-32-DN-3760 MARUTI OMNI AMBULANCE | AR(V) | 25.07.17 | FO/CMO | 29.08.17 | |
| 47 | | NEWSPAPER PAYMENT REGARDING | DPR | 26.07.17 | LDC/SO/ ARF/FO/ ARF/SOII/ CASHIER | 29.08.17 | disposed off |
| 48 | | SANCTION FOR NEWSPAPERS | DMCJ | 26.07.17 | LDC/SO/ ARF/FO/ ARF | 29.08.17 | |
| 49 | | PROPOSAL FOR INTERCOM FACILITY/EPADX AT VC RESIDENCE& CAMP OFFICE | VC | 26.07.17 | FO/ARF | 29.08.17 | |
| 50 | | end semester examination remuneration bill may-2017 | exam | 28.07.17 | arf/SOI/L DC/FO/V C | 29.08.17 | |
| 51 | | MODULAR LAB FURNITURE SHIFTING AND INSTALL | VC | 31.07.17 | FO/H D P S | 29.08.17 | |
| 52 | 10224R | MAINTAINING & UPLODING THE DATA PERTAINING TO PH.D SCHOLARSW ON THE WEBSITE OF BBAU | VC | 31.07.17 | FO/VC | 29.08.17 | |
| 53 | 10198R | REQUIREMENT OF ELECTRICAL GOODS FOR ADMINISTRATIVE BLOCK REGISTRAR OFFICE | EE | 31.07.17 | LDC/SO/ ARF/FO/E E | 29.08.17 | |
| 54 | | SOCIAL SCIENCE CONGRESS CONFERENCE COORDINATOR NMP VERMA | DE | 03.08.17 | FO/ARF | 29.08.17 | |

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| 55 | 10508r | LTC OF DR BN DUBEY (BIRENDRA NARAIN DUBEY) | R | 03.08.17 | ASTT/SO/ ARF/FO/ ARF/SOII/ ARF/FO/ VC | 29.08.17 | |
| 56 | 8486R | PURCHASING OF PLUMBING GOODS PART-2 | EE | 08.08.17 | ARF/SOI/ SA/SO/A RF/FO | 29.08.17 | |
| 57 | | NEWSPAPER PAYMENT REGARDING | SBH | 10.08.17 | STENO/S O/ARF/F O/ARF | 29.08.17 | DISCUSSION |
| 58 | 9172R | T/C FILE PURCHASE OF POSTAGE STAMP(ADVANCE) | R | 10.08.17 | STENO/A RF/FO/A RF | 29.08.17 | |
| 59 | 10578R | T/C IMPREST FILE R-OFFICE | R | 10.08.17 | STENO/A RF/FO/A RF | 29.08.17 | |
| 60 | 10794R | PURCHASE OF COMPUTER & PRINTER FOR REGISTRAR OFFICE | R | 10.08.17 | SA/ARF/F O/R | 29.08.17 | |
| 61 | 8118R | TEACHING MEDICAL BILL PART II | R | 10.08.17 | ASTT/AR F/FO/CM O | 29.08.17 | |
| 62 | 9449R | DIESEL FOR DG SET AMETHI CAMPUS | VC | 10.08.17 | FO/ARF/S OI/ARF/F O/VC | 29.08.17 | |
| 63 | 10338R | REQUIREMENT OF SINK AND EXHAUST FOR CHEMICAL RESEARCH LABORATORY | EE | 11.08.17 | SOI/SA/S O/ARF/F O/VC | 29.08.17 | |

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| 64 | | BOOKING OF ATUL BIHARI BAJPAI AUDITORIUM, BBAU ON 15TH JULY 2017 FOR GREEN | EO | 11.08.17 | ARF/SOI/ LDC/ARF/ FO/ARF | 29.08.17 | |
| 65 | 10806R | FINANCIAL SUPPORT FOR DISSERTING WORK | R | 11.08.17 | FO/ARF | 29.08.17 | |
| 66 | 10805R | UNIVERSITY AID TO P.G STUDENTS(SC/ST) FOR DISSERTATION WORK | R | 11.08.17 | ARF/SO/ ARF/FO/ VC | 29.08.17 | |
| 67 | 9320R | DR.MADHURKAR SAXSENA (DST-NPDF) RESEARCH GRANT | DBT | 11.08.17 | SA/SO/A RF/FO | 29.08.17 | |
| 68 | 10813R | DEPARTMENTAL REQUIREMENT | DAC | 16.08.17 | FO/EE | 29.08.17 | |
| 69 | 4211R | DR R PRADHAN BBAU PURCHASE OF MEDICINE | STORE | 16.08.17 | FO/VC | 29.08.17 | |
| 70 | 10779R | FELLOWSHIP SHOBHIT RAJ VIMAL (DR JAY SHANKAR SINGH) | DEM | 18.08.17 | ASSTT/S O/ARF/F O/VC | 29.08.17 | |
| 71 | 3761R | REPAIR UPS COMPUTER PRINTER | CC | 18.08.17 | LDC/SO/ ARF | 29.08.17 | |
| 72 | | T/C FILE MAINTENANCE OF DG SET AT AMETHI CAMPUS PART-II | EE | 18.08.17 | SA/SO/A RF/FO/V C | 29.08.17 | |
| 73 | 10524R | EMERGENT MEDICAL FILE PART-II | CMO | 18.08.17 | FO/ARF | 29.08.17 | |
| 74 | 3858R | FILE FOR PAYMENT OF REMUNERATION BILLS OF DISSERTATION FOR THE IV SEMESTER EXTERNAL EXAMINERS IN THE | DHR | 18.08.17 | LDC/so/a rf/FO | 29.08.17 | |
| 75 | 2544F | IMPREST MONEY FOR ONE YEAR LLM CENTRE OF POST GRADUCATE LEGAL STUDIUS SLS | LLM | 18.08.17 | ASSTT/A RF/FO/A RF | 29.08.17 | |
| 76 | 8587R | SUMERSIBBLE/TUBWELL PUMP REPAIRING WORK | EE | 18.08.17 | SA/SO/A RF/FO | 29.08.17 | |
| 77 | 3613R | SCANNING ELECTRON MICROSCOPE SERVICE | USIC | 18.08.17 | FO/ARF | 29.08.17 | |

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| 78 | 9702R | DR. DEEPTI BARNWAL CONTINGENCY | DES | 18.08.17 | ASSTT/S O/ARF | 29.08.17 | |
| 79 | | REPAIRING OR PROJECTOR AND LAPTOP | DEM | 18.08.17 | ARF/SOI/ LDC/SOI/ ARF | 29.08.17 | |
| 80 | 7457R | DR. ANAND PRAKASH CONTINGENCY DST PROJECT | DBT | 21.08.17 | SA/SO/A RF/FO/V C | 29.08.17 | |
| 81 | 10732R | SHAMSHAD AHMAD UGC-SRF | DES | 21.08.17 | ASSISTAN T/SO/ARF /FO/R | 29.08.17 | |
| 82 | | DR.ANNAND PRATAP FELLOWSHIP ICSSR SPONSORED PROJECT | DPS | 21.08.17 | SA/SO/A RF/FO/V C | 29.08.17 | |
| 83 | 10626R | CONTINGENCY DR. G SUNIL BABU DR SANGEETA SAXENA | DBT | 22.08.17 | SA/SO/A RF/O | 29.08.17 | |
| 84 | 4683R | AMC FOR FTIR | USIC | 22.08.17 | FO/ARF | 29.08.17 | |
| 85 | 10179R | DR .JIWAN SINGH UGC START UP RESEARCH GRANT | VC | 22.08.17 | FO/ARF/S OI | 29.08.17 | |
| 86 | | AMC OF DG SETS PART-III | EE | 22.08.17 | SOI/SA/S OI/ARF/F O | 29.08.17 | |
| 87 | 3679R | ACTIVATION OF CSIR-JRF OF MR. ATUL (PHD STUDENT 2012-13) | DBT | 22.08.17 | FO/R | 29.08.17 | |
| 88 | 9996R | SHIKHA TRIPATHI ICSSR | VC | 23.08.17 | FO/ARF/S O/CASHIE R | 29.08.17 | disposed off |
| 89 | 1622F | DR. ANAND PRAKASH CONTINGENCY DST PROJECT | DBT | 23.08.17 | ARF/FO/ ARF | 29.08.17 | |
| 90 | 7268R | PAYMENT FOR NEWSPAPER AND MAGAZINE | LIB | 23.08.17 | LDC/SOII/ ARF | 29.08.17 | |

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| 91 | 5974R | FUND UTILISATION CERTIFICATE & AUDIT | DES | 24.08.17 | FO/SOI | 29.08.17 | |
| 92 | 5836r | construction of students activity gendor | EE | 24.08.17 | ARF/FO/ VC | 29.08.17 | |
| 93 | | BATTARY APURTI LEGAL SECTION | VC | 25.08.17 | ARF/SOI | 29.08.17 | |
| 94 | 8903r | pf of servjeet mts | VC | 28.08.17 | FO/R | 29.08.17 | |
| 95 | 8894R | DR.JAVEED AHMAD BHAT | DPS | 28.08.17 | ARF/FO/ VC | 29.08.17 | |
| 96 | 3402R | INSURANCE RENEWAL FOR VEHICLE | VECHILE SECTION | 28.08.17 | FO/VC | 29.08.17 | |
| 97 | | GUEST HOUSE PAYMENT -2011 | GH | 29.08.17 | LDC | 29.08.17 | |
| 98 | 10322R | Children Education Allowance SESSION 2017-18 PART-IV | R | 29.08.17 | SA | 29.08.17 | |
| 99 | 8420R | NO OBJECTION CERTIFICATE FOR RGNF (MS PRATHINIDHI) | R | 29.08.17 | ANKIT | 29.08.17 | |
| 100 | | shifting of lab equipment usic | USIC | 29.08.17 | FO | 29.08.17 | |
| 101 | | PURCHASE OF MOBILE FOR VC | VC | 29.08.17 | FO | 29.08.17 | |
| 102 | 10883R | PURCHASE OF PLASTIC WARES & GLASS WARES (CONSUMBLES- 2) IDENTIFICATION AND FUNCTIONAL ANALYSIS OF ANTIAPOPTOTIC HCMV DR G SUNIL BABU AND DR SANGEETA SAXENA | R | 29.08.17 | SA | 29.08.17 | |
| 103 | 10884R | PURCHASE OF CHEMICALS (CONSUMBLES-1) IDENTIFICATION AND FUNCTIONAL ANALYSIS OF ANTIAPOPTOTIC HCMV DR G SUNIL BABU AND DR SANGEETA SAXENA | R | 29.08.17 | SA | 29.08.17 | |
| 104 | 10849R | DST-INSPIRE FELLOWSHIP MR.PRANESH KUMAR UNDER DR SUDIPTA SAHA | R | 29.08.17 | STENO | 29.08.17 | |
| 105 | 6843R | DR NIRULA RESEARCH SCIENTIST 'B' | R | 29.08.17 | ARF | 29.08.17 | |
| 106 | 3888R | Maintenace of SES building | EE | 29.08.17 | SA | 29.08.17 | |
| 107 | 8438R | PAINTING OF ASHOKA & KANISHIKA BH | EE | 29.08.17 | FO | 29.08.17 | |