

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	-	UGC-BSR Grant- Dr. Jawahar, DAC (Head: Travel)	FO	8.9.17	FO	8.10.17	Yes if as per rules.
2	-	UGC-BSR Grant- Dr. Jawahar, DAC (Head: Equipments)	FO	8.9.17	FO	8.10.17	Yes if as per rules.
3	-	Repairing/Maintenance of Photocopier Machine & Colour Printer-DAP	FO	8.9.17	FO	8.10.17	Yes if as per rules.
4	10708/R	Forwarding of Form of B.N. Prasad, History	R	8.9.17	R	8.10.17	अनुमोदित अगर नियमानुसार है
5	10790/R	T/c PF of Shri Arvind Shukla, RSO, SC/ST Cell (Reg: Forwarding Application)	R	8.9.17	R	8.10.17	Ok if as per rules as ammended letter.
6	10759/R	Forwarding of Application - Dr. MK Padhy	R	8.9.17	R	8.10.17	Ok If as per rules.
7	9631/R	T/c Sh. Sarvjeet, MTS-Estt. Section	R	8.9.17	R	8.10.17	Seen.
8	10549/R	Applications for the post of Asstt. Professor- Sh.Bibekanand Nayak, CSSEIP	R	8.9.17	R	8.10.17	Ok If as per rules.

9	10767/R	Fees Details of Post Matric Scholarship 2017-18 (163/BBAU/SC/ST/Cell/2017)	R	8.9.17	R	8.10.17	अनुमोदित अगर नियमानुसार है
10	5613/R	MHRD/UGC Correspondence- Estt. Section	R	8.9.17	R	8.10.17	Yes if as per rules.
11	10503/R	Post Matric Scholarship & Fee Reimbursement 2017-18 (157/BBAU/SC/ST/Cell/2017)	R	8.9.17	FO	8.10.17	to please examine
12	9326/R	T/c TA Bills of Registrar Journey 09/09/16 New Delhi (Vigyan Bhawan)	FO	01.06.2017	FO	8.10.17	Please discuss.
13	8903/R	व्यक्तिगत पत्रावली सर्वजीत (चपरासी), PF No. 28	R	8.9.17	R	8.10.17	अनुमोदित अगर पूर्णतया नियमानुसार है
14	10527/R	Forwarding Application of Dr. Dharendra Pandey, DIT + 10590/R Forwarding application of Dr. Dharendra Pandey, Part-Ii, DIT	R	8.9.17	R	8.10.17	अनुमोदित अगर नियमानुसार है
15	10415/R	PF of Shri A.K. Katna, Librarian Vol-II- Estt. Section	R	8.9.17	R	8.10.17	अनुमोदित अगर नियमानुसार है

16	10741/R	Data on International/NRI Students- Dean Alumni	R	8.9.17	R	8.10.17	Ok if as per rules.
17	5255/R	Appointment of DSW (File No. 62/Estt./BBAU/03) + 10644/R Appointment of DSW (M) Team (Asstt. DSW's & Wardens)	R	8.9.17	R	8.10.17	List already approved stand.
18	10796/R	National Sports Day 29th August, 2017- Sports Section	R	8.9.17	R	8.10.17	Ok Rs. 15K as an advance sanctioned.
19	10658/R	Home LTC- Dr. Sudipta Saha, Deppt. Pharma. Sci.	FO	8.9.17	R	8.10.17	Yes if as per rules.
20	10761/R	Office Assistant for Office of Dean, SLS	R	8.9.17	Prof. Priti Saxena	8.10.17	Please discuss.
21	10563/R	डॉ. राज कुमार मानवाधिकार विभाग द्वारा संशोधित प्रोविशनल डिग्री सर्टिफिकेट निर्गत करने विषयक- शैक्षणिक अनुभाग	R	8.9.17	R	8.10.17	अनुमोदित अगर नियमानुसार है
22	8152/R	DRC Vol-IIInd: DAP	R	8.9.17	R	8.10.17	अनुमोदित अगर नियमानुसार है
23	9416/R	DRC File-DAS/SPS	R	8.9.17	R	8.10.17	अनुमोदित अगर नियमानुसार है

24	10799/R	Academic Audit Committee- Prof. Rana Pratap Singh, DES, Dean, Academic Affairs	R	8.9.17	R	8.10.17	-
25	1999/FO	Purchase of Fibre Switches- Computer Centre			FO	8.10.17	Yes if as per rules.
26	-	Purchase Committee for Museum			Dr. S. Darapuri, History	8.10.17	Let him be there, every thing dose not come.
27	6625/R	Independence Day File	R	8.10.17	R	8.10.17	As ammended.
28	-	Appointment of Nodal Officer for UGC, CU Portal- Prof. Rana Pratap Singh, Dean, Academic Affairs	Prof. Rana Pratap Singh	8.10.17	Prof. Rana Pratap Singh	8.10.17	Dean Academci will act as Nodal Officer please.
29	-	Ambedkar's Photography- Media Centre	I/c Director, Media Centre	8.10.17	I/c Director, Media Centre	8.10.17	A-Ok as per rules.
30	4932/R	Internal Quality Assurance Cell (IQAC) Academic Section	Prof. NMP Verma	8.10.17	Prof. NMP Verma	8.10.17	Please suggest the names for IQAC Cell as per rules.

31	-	Remuneration Bill for ESE, Dec-2016	FO	8.10.17	FO	8.10.17	Yes if as per rules.
32	-	Monitoring and Investment of Fund w.e.f. 04.10.2016	FO	8.10.17	FO	8.10.17	Yes if as per rules.