

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	8724/R	Application for CAS Promotion from Associate Professor to Professor (Dr. Shashi Kumar, Asso. Professor, DHR & DL, SLS)	Rectt. Cell	29/08/2017	Rectt. Cell	30/08/2017	-
2	10870/R	CAS Promotion of Dr. Abhilash Babu, Assistant Professor, DRM	R	29/08/2017	R	30/08/2017	A-Ok but Strictly as per rule of UGC.
3	9238/R	Requirement of High Bandwidth Internet Facility- GBL	R	29/08/2017	R	30/08/2017	Minutes approved but the comment of Registrar to be taken case of beofe execution.
4	10872/R	Information Required by MHRD to Communicate the 70th Year of Independence Day-DSW Office	R	29/08/2017	R	30/08/2017	Ok

5	4657/R	DRC 2nd File (Deptt of Sociology)	R	29/08/2017	R	30/08/2017	Ok if strictly as per rules.
6	3579/R	हिंदी पखवाड़ा	R	29/08/2017	R	30/08/2017	अनुमोदित अगर नियमानुसार है
7	10879/R	Correct Name of Insitute/Center	R	29/08/2017	Prof. Priti Saxena	30/08/2017	-
8	8846/R	Fellowship File- Abhishek Verma (CSIR-JRF), DAC + 1 File	R	29/08/2017	R	30/08/2017	Yes if as per rules.
9	-	CAS Stage-1 to Stage-2 of Dr. Alka, DIT	Rectt. Cell	29/08/2017	Rectt. Cell	30/08/2017	-
10	-	Purchase of Delegates Bages/Guest and Ivities - Conference GREEN-2017: Prof. Shubhini A. Saraf,	Dean, SBBT	29/08/2017	FO	30/08/2017	Yes if strictly as per rules.
11	3738/R	Consitution of Academic Council- Academic Section	AR (Academic)	29/08/2017	R	30/08/2017	Ok but we must write correct language.
12	6987/R	Printing of University Name Envelopes (Advance of Rs. 10,000/-)- STR	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.

13	5836/R	Construction of Students Activity Centre, 5(549)/15	FO	29/08/2017	EE	30/08/2017	To do needful please immediately after discussion with FO & AR (F).
14	9752/R	6/12/2016 नई दिल्ली यात्रा सड़क मार्ग से (AIU, New Delhi Meeting)	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
15	10536/R	Regarding office accessories for ashoka boys hostel extn.	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
16	-	Requirement of Chemicals/Glasswares & Plasticwares for Financial Year 2016-17- Department of Phamacutical Sciences	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
17	10511/R	गृह मंत्रालय, राजभाषा विभाग निरीक्षण समिति - हिंदी प्रकोष्ठ	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
18	8855/R	D.A.M. Dissertation (M.Sc. Students)	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
19	9785/R	T/c of Prof. M.Y. Khan, Professor, DBT (Reg: LTC)	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
20	10572/R	Purchase of Chemicals 2017- DEM	FO	29/08/2017	FO	30/08/2017	Yes as per rules.

21	8894/R	Post-Doc Fellowship Proposal- Dr. Javeed Ahmad Bhat, Political Science, SAS	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
22	-	Chemicals/Glasswares etc-DES	FO	29/08/2017	FO	30/08/2017	Yes if Strcitly as per rules.
23	-	End semester Examination Remuneration Bill, May 2017	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
24	10224/R	Maintaining & Uploading the DATA Pertaining to Ph.D Scholars on the website of BBAU	FO	29/08/2017	FO	30/08/2017	He has not to chek whether he is paying fellowship fund....
25	10508/R	LTC- Dr. Birendra Narain Dubey, Associate Professor, Sociology	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
26	9449/R	Diesel for DG Set Amethi Campus-Engg. Section 5(60) Elect/2016	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
27	10338/R	Requirement of Sink and Exhaust for Chemical Research Laboratory-DAC	FO	29/08/2017	Head, DAC	30/08/2017	Ok as per rules.

28	10805/R	University AID to PG Students (SC/ST) For Disseration Work (Batch 2015-17)- Deptt. of Pharmaceutical Science	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
29	4211/R	Dr. R . Pradhan BBAU Purchase of Medicine	FO	29/08/2017	FO	30/08/2017	A-Ok as per rules.
30	7457/R	Appointment of JRF, Dr. Anand Prakash-DBT	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
31	-	Project Fellowship of Dr. Anand Pratap Singh, Research Associate, ICSSR Sponsered Project, New Delhi	FO	29/08/2017	FO	30/08/2017	Ok if as per rules.
32	6828/R	Special Lectures of M.Sc. & Ph.D-DEM	FO	29/08/2017	FO	30/08/2017	Ok if as per rules.
33	-	Guest Faculty Payment- Diploma in Dietetics and Nutrition (Community College)	FO	29/08/2017	Prof. Sunita Mishra	30/08/2017	Please put up self contained note alongwith UGC guidelines.
34	10779/R	NFSC 2017-18 (Shobhit Raj Vimal Ph.D (Students)- DEM, SES	FO	29/08/2017	FO	30/08/2017	Ok if as per rules.
35	-	T/c File Maintenance of DG Set at Amethi Campus 5(65) Electrical/ 16 Part-II	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.

36	6992/R	Medical Reimbursement File (Retired Employee)	FO	29/08/2017	FO	30/08/2017	Yes if as per rules.
37	3402/R	Insurance Renewal for Vehicles-Secuirty Section	FO	29/08/2017	FO	30/08/2017	अनुमोदित अगर नियमानुसार है
38	-	Project Fellow Appointment UGC-MRP DIT- Prof. RA Khan PI & DIT	Head, DIT	30/08/2017	Head, DIT	30/08/2017	-
39	-	Payment External Examiners for Dissertation of One Year LL.M Session 2013-14- CPGLS	FO	30/08/2017	FO	30/08/2017	Yes if as per rules.
40	10895/R	Advance - Adjustment for 61st Academic Council & 62nd Meeting on 01.09.2017- Acad. Section	R	30/08/2017	R	30/08/2017	अ- अनुमोदित, परन्तु एजेंडा का मसौदा तो अभी तक भेजा नहीं , कृपया शीघ्र से शीघ्र इसे पहुँचाये।
41	8903/R	व्यक्तिगत पत्रावली सर्वजीत (चपरासी), PF No. 28	R	30/08/2017	R	30/08/2017	What happened to the case he has filed in the court.

42	10698/R	TA Bill File Registrar Office (NCSC-New Delhi Meeting 6/07/2017) Journey by Road- R/Office	R	30/08/2017	FO	30/08/2017	Yes.
43	3675/R	Gunner of VC (कुलपति के अंगरक्षक)			FO	30/08/2017	Yes if as per rules.
44	10856/R	Space allotment in Ambedkar Bhawan:R-Office			R	30/08/2017	-
45	-	Payment of Sanitation Services			FO	30/08/2017	Yes if as per rules.