

| S.No | File. No | Subject | From whom Received | Received Date | Sent to | Sent Date | Remarks |
|------|----------|--|--------------------|---------------|-------------------|-----------|---|
| 1 | 10616/R | Approval for Guest Faculty C.E.T | R | 26/07/2017 | R | 8.8.17 | Please make clear recommendation |
| 2 | 10699/R | TA Bill File Registrar Office (UGC Meeting 12/07/2017) | R | 25/07/2017 | FO | 8.8.17 | - |
| 3 | 10518/R | (CET)में स्थाई कर्मचारी की नियुक्ति हेतु - CET | R | 8.1.17 | Prof. Kaman Singh | 8.8.17 | What rank the person required & what will be his duties? |
| 4 | 10686/R | Tenure of Coordinator- M.Tech (CS), CET/UIET | R | 8.1.17 | R | 8.8.17 | Its internal matter of the Deptt. Moreover, there are two files in this regard. |
| 5 | 6625/R | Independence Day File | R | 8.3.17 | R | 8.8.17 | Please pro... the committee? |

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| 6 | 10647/R | Appointment of Head in Various Departments Vol-IV + 10653/R Representation of Dr. Kushendra Mishra-Estt. | R | 8.3.17 | R | 8.8.17 | Ok |
| 7 | 4942/R | पुरस्कार वितरण | R | 8.3.17 | R | 8.8.17 | A committee was made long time ago? |
| 8 | 10363/R | Counting of Past Services File- Estt. Section | R | 8.3.17 | R | 8.8.17 | Ok |
| 9 | 10762/R | Chiktsa Purti bijko ke bhugtan ke sambandh me- Estt. Section | R | 8.3.17 | R | 8.8.17 | Ok if as per rules. |
| 10 | 10611/R | Re-Consitutue of DRC, DBT- Deptt. of Biotechnology | R | 8.3.17 | R | 8.8.17 | Yes if as per rules. |
| 11 | 10675/R | 40th Minutes of DRC- DCS | R | 8.3.17 | R | 8.8.17 | A-Ok as per rules. |
| 12 | 8439/R | TC PF of MHRD/UGC-5/2016 | R | 8.3.17 | R | 8.8.17 | Yes if Strictly per rules. |
| 13 | 6017/R | Institutional Ethics Committee-DBT | R | 8.3.17 | R | 8.8.17 | Ok if as per rules. |
| 14 | 10444/R | T/c PF of Dr. Sandhya (DAAS) (Reg: CCL) | R | 8.3.17 | R | 8.8.17 | Yes if as per rules. |
| 15 | 7897/R | T/c Payment of DPW-II w.e.f. 04.11.2015 | FO | 8.3.17 | FO | 8.8.17 | Yes if as per rules. |
| 16 | 3011/R | Minor Equipment's for Field Station-DES | FO | 8.3.17 | FO | 8.8.17 | Please look into it. |

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| 17 | - | SBI Bank Opening-Finance Section | FO | 8.3.17 | FO | 8.8.17 | to discuss. |
| 18 | 7445/R | Purchase of University Library Items-GBL | FO | 8.3.17 | FO | 8.8.17 | Ok if as per rules. |
| 19 | - | Honorarium Entrance Tesh-2017- Prof. Sudarshan Verma, Law | FO | 8.3.17 | FO | 8.8.17 | Yes if as per rules. |
| 20 | - | File Regarding Honorarium of Prof. Preti Saxena, Head, DHR, SLS for ET-2017 | FO | 8.3.17 | FO | 8.8.17 | Yes if as per rules. |
| 21 | - | UGC NON-NET Fellowship-Finance Section | FO | 8.3.17 | FO | 8.8.17 | Yes if as per rules. |
| 22 | - | 13th Capacity Building Training Programme of NML-RRRLF at DLIS, BBAU | Head, SIST | 8.4.17 | Head, DLISc. | 8.8.17 | To offer comments. |
| 23 | 9501/R | RGNF TO SRF - DCS | R | 8.4.17 | R | 8.8.17 | Ok as per rules. |
| 24 | 3043/R | Social Science Journal (Prof. NMP Verma, Deptt. of Economics) | FO | 8.8.17 | FO | 8.8.17 | Yes if as per rules. |
| 25 | 10793/R | DST-Inspire Faculty: Dr. Alok Kumar Singh (Project No. DST/INSPIRE/04/2015/002555) Submission of Project in DST (ECR Grant) | Dr. Alok K. Singh | 8.8.17 | R | 8.8.17 | To do needful please. |
| 26 | 3236/R | Etios Diesel UP 32 FR 5768-Vehicle Section | | | FO | 8.8.17 | Yes if as per rules. |

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| 27 | 8214/R | Sports Ground Area Lighting Works-Engg. Section | | | EE | 8.8.17 | For comments. |
| 28 | - | To provide class room for Lecture-DAAS | Dean, SBBT | 8.8.17 | EE | 8.8.17 | - |
| 29 | 3119/R | Approval for External Member- DPS/SAS | | | Head, DPS | 8.8.17 | - |