

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1		SPECIAL LECTURE BY PROF. RAVI K MAHAJAN, DR. KALPANA MAHAJAN	RCA	13.06.18	FO/ARF/S OII/UDC/A RF/FO	28.08.18	
2		IMPREST MONEY FOR AMETHI	VC	19.06.18	FO/ARF/S OII/ANKIT	28.08.18	
3	11859R	REIMBURSEMENT OF EXPENCE FOR BOARD MEETING PROF.NKS MORE	R	20.06.18	FO/ARF/S OII/CASHIE R	28.08.18	disposed off
4	8301R	MEDICAL REIMBURSEMENT FILE (CSSEIP EMPLOYEES)	INCHARGE.HEA LTH CENTRER	22.06.18	FO/ARF/S OII/ARF/F O	28.08.18	
5	12482R	PROPOSAL FOR IMPLEMENTATION OF E- WIZARD SYSTEM (E-TENDERING/E- AUCTION SMART PAYMENT) SOLUTION TO BBAU	R	03.07.18	FO/ARF/S OI/SA	28.08.18	
6	12516R	PROPOSAL FOR COLLABORATION IN ORGANIZING INTERNATIONAL SEMINAR ON BRICS BBAU	DE	09.07.18	FO/ARF/S OII/UDC	28.08.18	
7		EQUIPMENT/INSTRUMENT REPAIRING DR. JIWAN SINGH	VC	11.07.18	FO/arf/SOI /SA	28.08.18	
8	12537R	ADVANCE FOR PURCHASE OF MISC ITEMS FOR OFFICE	R	12.07.18	FO/ARF/S OII/UDC	28.08.18	
9	8242r	APPLICATION OF PROF RP SINGH FOR APPROVAL FOR MAJOR SURGERY	R	16.07.18	FO/ARF/S OII	28.08.18	
10		FILE FOR THE ADVANCE FOR NATIONAL CONFERENCE ON APRIL 14TH,2018 TO COMMEMORATE THE 127TH BIRTH ANNIVERSARY OF BHARAT RATNA DR.BR AMBEDKAR		18.07.18	FO/ARF/S OII/ANKIT	28.08.18	
11	12565R	STRENGTHENING & RAISING OF EXSTING BOUNDARY WALL	EE	18.07.18	FO/ARF/S OI/SA	28.08.18	

12	12594R	PF OF SHRI RAJ BALMIKI	R	23.07.18	FO/ARF/S OI/UDC/A RF/FO	28.08.18	
13		MANVADHEKAR VIBHAG ME 04 JANUARY 2018 SE DO SPTAH SANKAY VEKASH KARYKRAM (FDP) JISSE SATH EK SPTAH ANUSHANDHAN KRYPRADALI PER UPKRAM KARYSHALA (SATELLITTE WORKSHO ON RESEARCH METHODOLOGY )	DHR	23.07.18	FO/ARF/S OII/ANKIT	28.08.18	
14	12247R	वाहन चालको के कछ हेतु कुलर पंखा व खिड़की हेतु पर्दे क्रय के संबंद	VC	24.07.18	ARF/FO/A RF/SOII/CA SHIER	28.08.18	disposed off
15	12284R	TC PF OF DR.VINAY SINGH BAGHEL	R	26.07.18	ANKIT/ARF /FO/ARF/S OII/ARF	28.08.18	
16		COMPENSATION FOR VANDALIZATION OF CAR & LAPTOP. DR. V ELANGO VAN	ZOOLOGY	30.07.18	FO/ARF/S OI/UDC/A RF/	28.08.18	
17	4086R	CAUTION MONEY FILE ACAD SECTION	R	30.07.18	ANKIT/ARF /FO/ARF/S OII/CASHIE R	28.08.18	disposed off
18	12665R	1 AUGUST SE 15 AUGUST TAK SWACHETA PAKVADA HETU AGREM DHANRASHI HETU	NSS	01.08.18	FO/ARF/S OII/UDC	28.08.18	
19		ADVANCE ADJUSTMENTNT FILE FOR DAAS	DAAS	02.08.18	UDC/ARF/ FO/ARF/S OII/CASHIE R	28.08.18	disposed off
20		BBAU ONLINE ENTRANCE TEST 2018 FEES REFUND	DIR	03.08.18	ARF/SOII/A NKIT/ARF	28.08.18	
21	3634R	PRODUCTION OF ORGANIC MANURE IN THE UNIVERSITY CAMPUS	GBS	03.08.18	FO/ARF/S OII/UDC	28.08.18	

22	8758R	PURCHASE OF LONG GUM BOOTS & HAND GLOVES	GBS	03.08.18	FO/ARF/S OII/UDC	28.08.18	
23		HANDING OVER ATM CARD	SHS	03.08.18	FO/ARF/S OII/ARF /FO	28.08.18	
24	8903r	pf of servjeet mts	R	07.08.18	ARF/SOII/ UDC/ARF/ SOI/UDC/A RF/FO	28.08.18	
25	11848R	DR. C.B ZAIDI POST DR. AMBEDKAR CHAIR	R	07.08.18	UDC/ARF/ FO/ARF/S OI/ARF/FO /ARF/SOI/ UDC/ARF	28.08.18	
26	6494R	Payment of legal fee Rajan mishra,S.M singh	R	07.08.18	ARF/SOII/S A/ARF	28.08.18	
27	12080R	IVTH INTERNATIONAL YOGA DAY -2018 1 DAY -2018	SPORTS	08.08.18	ARF/FO/A RF/SOII	28.08.18	
28	12129R	LTC OF SHRI RAM SAGAR (MTS) (ANYWHERE IN INDIA)	VC	08.08.18	FO/ARF/S OII/ARF/F O/ARF/SOI	28.08.18	
29	12716R	PUCHASE THROUGH CARD PAYMENT	GBS	09.08.18	ANKIT/ARF /FO/ARF/S OII	28.08.18	
30	3434R/15 73F	IMPREST MONEY FOR SHS DEAN	DEAN	09.08.18	ANKIT/ARF /FO/ARF/S OII	28.08.18	
31	12729R	MAINTENANCE WORK OF AUDITORIUM	R	13.08.18	FO/ARF/F O/ARF	28.08.18	

32	5101R	ADVANCES ON THE OCCASION OF FUNCTIONS 26 JANUARY AND 15 AUGUST TATHA ANY KARYKRAM HETU AGRIM SAMAYOJAN	R	13.08.18	UDC/ARF/FO/ARF/S OII	28.08.18	
33	9674R	ICSSR PROJ-SURENDER MEHER FIELD WORK	DE	13.08.18	SA/ARF/FO	28.08.18	
34	12739R	UNIVERSITY AID FOR DISSERTATION WORK (SC/ST) MS. PRIYANKA VERMA	R	13.08.18	ANKIT/ARF/FO/ARF/S OII/CASHIER	28.08.18	disposed off
35	12033R	RECRUITMENT OF JUNIOR RESEARCH FELLOW DR. SUNIL BABU GOSIPATALA	R	13.08.18	SA/ARF/FO/ARF	28.08.18	
36	12032R	CONTINGENCY DR.SUNIL BBAU GOSIPATALA	DST	13.08.18	SA/ARF/FO	28.08.18	
37	4311R	Civil Maintenance work 2014-15	EE	13.08.18	SA/ARF/FO/ARF/SOI/	28.08.18	
38	12191R	TRAVEL TO BE RON TO CANADA TO ATTEND ISA CONFERENCE PROF. MANISH KUMAR VERMA	R	14.08.18	ARF/SOII/UDC/ARF/FO	28.08.18	
39	8694R	ELECTRICAL MAINTENANCE WORK OF HOSTELS	R	14.08.18	SA/ARF/FO/EE	28.08.18	
40		IMPREST MONEY FOR BOTANICAL GARDEN DR. R S VERMA DEPTT OF HORTICULTURE	R	14.08.18	ANKIT/ARF/FO/ARF/S OII	28.08.18	
41		PURCHASE OF TONNER FOR PHOTOCOPY MACHINE (TOSHIBA E STUDIO256 SE)	R	16.08.18	FO/ARF/SOI/ANKIT	28.08.18	
42		<b>lkfgR; essa Hkkjr cks/k fo"k; ij nks fnoklh; vUrjk"V^h; laxkas"Bh</b>	<b>हिंदी</b>	17.08.18	FO/ARF/S OII	28.08.18	
43	12722R	DST-INSPIRE FELLOWSHIP ANAMIKA SHUKLA	R	17.08.18	ANKIT/ARF/FO	28.08.18	
44	12070R	REQUIREMENT OF N2 SCHENK LINE DR. JYOTI PANDEY	DAC	17.08.18	ARF/SOI/AJAY	28.08.18	

45		CONTINGENCY MAIN FILE OF DBT PROJECT (PI : DR. YUSUF AKHTER,DBT)	DBT	17.08.18	SA/ARF/FO	28.08.18	
46	12395R	APPLICATION FOR LEAVE TRAVEL CONCESSION LTC PROF. RAM CHANDRA	VC	17.08.18	ARF/SOII/ARF	28.08.18	
47	12795R	FILE FOR ADVANCE FROM RECURRING GRANT OF ICMR PROJECT DR. YUSUF AKHTER	BIO	21.08.18	SA/ARF/FO	28.08.18	
48	3675R	GUNNER FOR HON'BLE VC	SECURITY	21.08.18	UDC/ARF/FO/ARF	28.08.18	
49	12290R	IMPREST DIESAL FOR D.G.SET BBAU	EE	21.08.18	ANKIT/ARF/FO	28.08.18	
50	10849R	DST-INSPIRE FELLOWSHIP MR.PRANESH KUMAR UNDER DR SUDIPTA SAHA	R	21.08.18	ANKIT/ARF/FO	28.08.18	
51		IMPREST MONEY FOR OSD AMETHI	OSD	21.08.18	UDC/ARF/FO/ARF/SOII/	28.08.18	
52	12595R	T/C PF OF SHRI ARVIND SHUKLA RSO REG: HOUSE BUILDING ADVANCE (HBA)		21.08.18	FO/ARF/SOII/UDC	28.08.18	
53		REMUNERATION BILL FOR ESE,DES-2017	COE	21.08.18	ARF/SOII/UDC	28.08.18	
54	3284R	signage board in university campus (retroreflective)	R	21.08.18	FO/ARF/SOII/SOII	28.08.18	
55	6492R	INCREMENT FILE OF FACULTY MEMBERS	R	21.08.18	ARF/SOII/UDC/ARF/FO	28.08.18	
56		WIFI FACILITY FOR OSD AMETHI	OSD	21.08.18	ARF/SOII/UDC/ARF	28.08.18	
57	7315R	PURCHASE OF TONER FOR VC SECT	STR	23.08.18	SA/ARF/FO	28.08.18	
58	12805R	REFUND/CLAIM OF DR. SUNIL MEHRA CEC NEW DELHI	R	23.08.18	FO/ARF/SOII	28.08.18	
59	027/DZ/BBAU	TRAVEL GRANT DR. ABHA MISHRA, DR. JYOTI PANDEY, DEPARTMENT OF ZOOLOGY	DBT	23.08.18	FO/ARF/SOII/SA	28.08.18	

60	12312R	PROPERLY NOT WORKING COMMERCIAL RO WATER PLANE	R	23.08.18	FO/ARF/S OI	28.08.18	
61		DBT-CONTINGENCY RELATED FILE DR.ABHA MISHRA (PI) DEPT.ZOOLOGY	ZOOLOGY	23.08.18	SA/ARF/FO	28.08.18	
62	6111R	PART TIME MEDICAL ATTENDANT APPOINTMENT OF CONTACT BASIS	R	23.08.18	UDC/ARF/ FO	28.08.18	
63	12811R	PURCHASE OF CLASSROOM MATERIALS		24.08.18	FO/ARF/S OI/ANKIT	28.08.18	
64	12043R	PURCHASE OF NOTICE BOARD FOR UIET	UIET	24.08.18	FO/ARF	28.08.18	
65	12765R	TA BILL FOR VC SIR	VC	24.08.18	FO/ARF/S OII	28.08.18	
66	1/0387/D S/BBAU/ 18	STIPEND/FELLOWSHIP COUNCIL OF SCIENCE AND TECHNOLOGY UTTAR PRADESH MR. MOHIT KUMAR DIXIT	IAO	28.08.18	FO	28.08.18	
67	12309R	ALUMINIUM PARTITIONING IN BIOSAFETY LAB (LEVEL-II) LAB-207	IAO	28.08.18	FO	28.08.18	
68	12229R	PAYMENT OF ELECITRICITY BILL OF BBAU SATELLITE CAMPUS AMETHI	IAO	28.08.18	FO	28.08.18	
69	12586R	COMMITTEE TO LOOK INTO PAY RELATED ISSUES OF MO & IAO		28.08.18	ARF/FO/R	28.08.18	
70	9232R	ICSSR PROJECT DR. SURENDRA MEHER	IAO	28.08.18		28.08.18	
71	598/DZ/B BAU/18	REPAIR & MENTAINENCE OF EQUIPMENTS	DAAS	28.08.18	FO	28.08.18	
72	12503R	NON NET FELLOWSHIP RGNF SHRADHA NANDAN	R	28.08.18	ANKIT	28.08.18	
73		IMPREST MONEY FOR DEM	DEM	28.08.18	ANKIT	28.08.18	
74		PURCHAS OF CHEMICALS & GLASSWARES	UIET	28.08.18	FO	28.08.18	
75		UGC-MRP REFUND OF UNSPENT AMOUNT TO UC	VC	28.08.18	ARF/SOI/C ASHIER	28.08.18	disposed off
76	7017R	VC RESIDENCE MAINTENANCE WORK	R	28.08.18	SA	28.08.18	
77	7585R	REQUIREMENT OF CCTV'S GAUTAM BUDDHA CENTRAL LIBRARY	EE	28.08.18	SA	28.08.18	

78	12372R	T/C PF OF KM. SHIKHA TIWARI LDC	VC	28.08.18	FO	28.08.18	BY HAND SHIKHA
79		BIO METRIC ATTENDANCE ET-2018	DIT	28.08.18	FO	28.08.18	
80		ONLINE ENTRANCE TEST 2018	DIT	28.08.18	FO	28.08.18	
81	10919R	ICSSR FORM FILE FOR Abhishek mishra	drm	28.08.18	UDC	28.08.18	
82	12813R	LED STREET LIGHT FROM CENTRAL LIBRARY TO GATE NO. 3	VC	28.08.18	FO	28.08.18	
83		GUEST HOUSE PAYMENT -2011	GH	28.08.18	UDC	28.08.18	
84		CONTINGENCY FILE FOR RAM CHANDRA	DBT	28.08.18	SA	28.08.18	
85		REQUEST FOR ADVANCE DBT PROJET CONTINGENCY HEAD PROF. RAM CHNDRA	DBT	28.08.18	FO	28.08.18	
86	12412R	REQUIRMENT OF CARTRIDGE FOR COE OFFICE	COE	28.08.18	SA	28.08.18	
87	12668R	ADVANCE FOR RCA BOYS HOSTEL	STR	28.08.18	FO	28.08.18	
88		PAYMENT OF REMUNERATION FOR THE QUESTION PAPERS SETTERS & TRANSLATOR (ENGLISH TO HINDI) BBAU ENTRANCE TEST 2018	PHARMA	28.08.18	FO	28.08.18	
89	12645R	EXTENSION OF RCA CONTRACTUAL STAFF	RCA	28.08.18	FO	28.08.18	
90	<b>10728R</b>	<b>UNIVERSITY GRANT COMMISSION DUARA RAJ PRAGTI NIRICHAD</b>	HINDI	28.08.18	FO	28.08.18	
91		DR. ALOK KUMAR SINGH REGARDING FUND TRANSFR	VC	28.08.18	FO/ARF	28.08.18	
92	7152R	GPF/CPF ADVANCE/WITHDRAWAL NON-TEACHING PART-IV		28.08.18	FO	28.08.18	
93	12803R	UC & SOE DR. G SUNIL BABU	R	28.08.18	FO/ARF	28.08.18	
94	3483R	PURCHASING OF NURSERY SEEDS	IAO	28.08.18	FO	28.08.18	
95	3342R	IMPREST MONEY OF PETROL FOR BUSH CUTER	IAO	28.08.18	FO	28.08.18	
96	8852R	TENDER FOR MANPOWER PROVIDING AGENCY		28.08.18	ARF/FO	28.08.18	