

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	7541R	PF OF PROF. NARENDRA KUMAR	VC	15.06.17	FO/ARF/S OI/UDC	29.08.18	
2		SPECIAL LECTURE BY PROF. RAVI K MAHAJAN, DR. KALPANA MAHAJAN	RCA	13.06.18	FO/ARF/S OII/UDC/ ARF/FO/D IR RCA	29.08.18	
3	12276R	SMALL VALUE EQUIPMENT FOR M.SC CHEMISTRY DR. A K TIWARI	R	03.07.18	FO/ARF/S OI/SA/AR F	29.08.18	
4	12429R	HOSTEL FOR OBC BOYS AND GIRLS PART II	R	03.07.18	FO/ARF/S OI/SA/AR F	29.08.18	
5	12512R	CONSUMABLE PURCHASE OF M.SC.FOOD MICROBIOLOGY & TOXICOLOGY DR. RAJESH KUMAR	STR	09.07.18	FO/ARF/S OI/SA/AR F	29.08.18	
6	12537R	ADVANCE FOR PURCHASE OF MISC ITEMS FOR OFFICE	R	12.07.18	FO/ARF/S OII/UDC/ ARF	29.08.18	
7	8242r	APPLICATION OF PROF RP SINGH FOR APPROVAL FOR MAJOR SURGERY	R	16.07.18	FO/ARF/S OII/ANKIT	29.08.18	
8	12594R	PF OF SHRI RAJ BALMIKI	R	23.07.18	FO/ARF/S OI/UDC/A RF/FO/IA O	29.08.18	
9	12312R	PROPERLY NOT WORKING COMMERCIAL RO WATER PLANE	R	24.07.18	SA/ARF/F O/ARF/SO I/SA	29.08.18	
10	11858R	PRINT JOURNAL-2017 FOR GBL	GBL	27.07.18	FO/ARF/S OI/SA/AR F	29.08.18	

11	10962R	PAYMENT FOR DISSERTATION OF ONE YEAR LL.M.II SEMESTER,STUDENTS	R	06.08.18	ANKIT/ARF/FO/ARF/SOII/CASHIER	29.08.18	disposed off
12	8903r	pf of servjeet mts	R	07.08.18	ARF/SOII/UDC/ARF/SOI/UDC/ARF/FO/R	29.08.18	
13	12699R	REQUIREMENT OF MANPOWER FOR NSS	R	07.08.18	FO/ARF/SOI/SA/ARF	29.08.18	
14	12168R	REFLING 88-A TONER	VC	08.08.18	fo/ARF/SOI/ANKIT/ARF	29.08.18	
15	12129R	LTC OF SHRI RAM SAGAR (MTS) (ANYWHERE IN INDIA)	VC	08.08.18	FO/ARF/SOII/ARF/FO/ARF/SOI/ARF	29.08.18	
16	3434R/1573F	IMPREST MONEY FOR SHS DEAN	DEAN	09.08.18	ANKIT/ARF/FO/ARF/SOII/CASHIER	29.08.18	disposed off
17	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/SOII/CASHIER	29.08.18	disposed off
18	12728R	SINGNAGE BOARD IN THE UNIVERSITY CAMPUS	R	13.08.18	FO/ARF/SOI/SA/ARF	29.08.18	

19	9674R	ICSSR PROJ-SURENDER MEHER FIELD WORK	DE	13.08.18	SA/ARF/F O/DE	29.08.18	DR. SURENDER MEHER
20	12032R	CONTINGENCY DR.SUNIL BBAU GOSIPATALA	DST	13.08.18	SA/ARF/F O/IAO	29.08.18	
21	4311R	Civil Maintenance work 2014-15	EE	13.08.18	SA/ARF/F O/ARF/SO I/EE	29.08.18	
22	12191R	TRAVEL TO BE RON TO CANADA TO ATTEND ISA CONFERENCE PROF. MANISH KUMAR VERMA	R	14.08.18	ARF/SOII/ UDC/ARF/ FO/ARF	29.08.18	
23		IMPREST MONEY FOR BOTANICAL GARDEN DR. R S VERMA DEPTT OF HORTICULTURE	R	14.08.18	ANKIT/AR F/FO/ARF /SOII/CAS HIER	29.08.18	disposed off
24	7475R	केन्द्रीय पुस्तकालय में संपित दोनों लिप्टों का वार्षिक अनु०	R	14.08.18	FO/ARF/S OI/SA/AR F	29.08.18	
25		UGC NON NET FELLOWSHIP JULY 2018	FW	16.08.18	ARF/FO/A RF/SOII/A NKIT	29.08.18	
26		lkfgR; essa Hkkjr cks/k fo"k; ij nks fnoklh; vUrk"V°h; laxkas"Bh ++ I FILE	हिंदी	17.08.18	FO/ARF/S OII/ANKIT	29.08.18	
27	12722R	DST-INSPIRE FELLOWSHIP ANAMIKA SHUKLA	R	17.08.18	ANKIT/AR F/FO/IAO	29.08.18	
28	12795R	FILE FOR ADVANCE FROM RECURRING GRANT OF ICMR PROJECT DR. YUSUF AKHTER	BIO	21.08.18	SA/ARF/F O/ARF	29.08.18	
29	12290R	IMPREST DIESAL FOR D.G.SET BBAU	EE	21.08.18	ANKIT/AR F/FO/VC	29.08.18	

30	10849R	DST-INSPIRE FELLOWSHIP MR.PRANESH KUMAR UNDER DR SUDIPTA SAHA	R	21.08.18	ANKIT/ARF/FO/IAO	29.08.18	
31	12401R	REQUIREMENT OF REFRIGERATOR PROF. KAMAN SINGH	DAC	21.08.18	FO/ARF/SOI/SA/ARF	29.08.18	
32	12791R	T/C PF OF LTC DR. SUDIPTA SAHA	R	21.08.18	ARF/SOI/ANKIT/ARF	29.08.18	
33	12195R	T/C PF LTC OF DR. JYOTI PANDEY	R	21.08.18	ANKIT/ARF	29.08.18	
34	6492R	INCREMENT FILE OF FACULTY MEMBERS	R	21.08.18	ARF/SOI/UDC/ARF/FO/R	29.08.18	
35	7315R	PURCHASE OF TONER FOR VC SECT	STR	23.08.18	SA/ARF/FO/VC	29.08.18	
36	12805R	REFUND/CLAIM OF DR. SUNIL MEHRA CEC NEW DELHI	R	23.08.18	FO/ARF/SOI/UDC	29.08.18	
37	027/DZ/BBAU	TRAVEL GRANT DR. ABHA MISHRA, DR. JYOTI PANDEY, DEPARTMENT OF ZOOLOGY	DBT	23.08.18	FO/ARF/SOI/SA/SOI/ZOOLOGY	29.08.18	
38		DBT-CONTINGENCY RELATED FILE DR.ABHA MISHRA (PI) DEPT.ZOOLOGY	ZOOLOGY	23.08.18	SA/ARF/FO/ARF	29.08.18	
39	6111R	PART TIME MEDICAL ATTENDANT APPOINTMENT OF CONTACT BASIS	R	23.08.18	UDC/ARF/FO/IAO	29.08.18	
40	12424R	FILE MEDICAL REIMBURSEMENT OF VICE CHANCELLOR	R	24.08.18	ANKIT/ARF	29.08.18	
41	12765R	TA BILL FOR VC SIR	VC	24.08.18	FO/ARF/SOI/CASHIER	29.08.18	disposed off

42	1/0387/ DS/BBA U/18	STIPEND/FELLOWSHIP COUNCIL OF SCIENCE AND TECHNOLOGY UTTAR PRADESH MR. MOHIT KUMAR DIXIT	IAO	28.08.18	FO/VC	29.08.18	
43	9232R	ICSSR PROJECT DR. SURENDRA MEHER	IAO	28.08.18	FO/VC	29.08.18	
44		PURCHAS OF CHEMICALS & GLASSWARES	UIET	28.08.18	FO/ARF	29.08.18	
45	12372R	T/C PF OF KM. SHIKHA TIWARI LDC	VC	28.08.18	FO/ARF/S OI/UDC	29.08.18	
46		BIO METRIC ATTENDANCE ET-2018	DIT	28.08.18	FO/ARF	29.08.18	
47		ONLINE ENTRANCE TEST 2018	DIT	28.08.18	FO/ARF	29.08.18	
48		GUEST HOUSE PAYMENT -2011	GH	28.08.18	UDC/ARF	29.08.18	
49	12668R	ADVANCE FOR RCA BOYS HOSTEL	STR	28.08.18	FO/ARF	29.08.18	
50		PAYMENT OF REMUNERATION FOR THE QUESTION PAPERS SETTERS & TRANSLATOR (ENGLISH TO HINDI) BBAU ENTRANCE TEST 2018	PHARMA	28.08.18	FO/ARF	29.08.18	
51	12645R	EXTENSION OF RCA CONTRACTUAL STAFF	RCA	28.08.18	FO/ARF	29.08.18	
52	10728R	UNIVERSITY GRANT COMMISSION DUARA RAJ PRAGTI NIRICHAD	HINDI	28.08.18	FO/ARF	29.08.18	
53	3483R	PURCHASING OF NURSERY SEEDS	IAO	28.08.18	FO/COR. GBS	29.08.18	
54	3342R	IMPREST MONEY OF PETROL FOR BUSH CUTER	IAO	28.08.18	FO/ARF	29.08.18	
55	12586R	COMMITTEE TO LOOK INTO PAY RELATED ISSUES OF MO & IAO	R	29.08.18	FO	29.08.18	
56	3635R	UNIVERSITY BEAUTIFUL COMMITTEE PURCHASE OF EARTHEN POTS/POTS STAND	R	29.08.18	FO	29.08.18	
57	7178R	PURCHASE OF FYM FOR ROSE GARDEN	R	29.08.18	FO	29.08.18	
58	3839R	ADVANCE FOR MISCELLANCOUS WORK FOR ROSE GARDEN & OTHERS	GBS	29.08.18	FO	29.08.18	
59	3837R	ADVANCE FOR UNIVERSITY FUNCTION	GBS	29.08.18	ARF	29.08.18	
60	12825R	PROVIDING DRINKING WATER AT THE ENTRANCE GATES OF THE UNIVERSITY	R	29.08.18	FO	29.08.18	
61	12399R	LTC PF OF SMT. SUNITA PAL (SR. TECHNICAL ASSISTANT)	R	29.08.18	ANKIT	29.08.18	
62	12523R	DST/INSPIRE FELLOWSHIP/ ROLLY YADAV	R	29.08.18	ANKIT	29.08.18	

63	12793R	UGC NON NET FELLOWSHIP , PRERNA, ROOP KISHOR, SHWETA BHARTI, RUPALI MISHRA,	R	29.08.18	ANKIT	29.08.18	
64	12419R	GUEST FACULTY PAYMENT MONTH OF JULY, 2018	IAO	29.08.18	FO/VC	29.08.18	
65	12747R	inaugural stone	VC	29.08.18	ARF/SOI/E E	29.08.18	
66	12555R	KJELDAHL UNIT FOR DES	DES	29.08.18	FO	29.08.18	
67		7TH CONVOCATION 15/12/2017 TRANSPORTATION COMMITTEE		29.08.18	ARF/SOII/ UDC	29.08.18	
68		annual report for the YEAR 2017-18		29.08.18	ARF/DR(S &P)	29.08.18	
69	7934R	RESEARCH ASSISTANT FELLOWSHIP DR SANGEETA SAXENA	IAO	29.08.18	FO/VC	29.08.18	
70		PAYMENT OF SANITATION SERVICES FOR OSD AMETHI	OSD	29.08.18	FO/IAO	29.08.18	
71		SECURITY SERVICES FILE	OSD	29.08.18	FO/IAO	29.08.18	
72		MANPOWER PAYMENT FILE AMETHI	OSD	29.08.18	FO/IAO	29.08.18	
73	12442R	DBT RAMALINGASWAMI FELLOWSHIP	IAO	29.08.18	FO/ARF	29.08.18	
74		RESIDENTIAL WORKSHOP ON PUBLIC PROCUREMENT WITH E- PROCUREMENT		29.08.18	ARF/SOII	29.08.18	
75	12448R	M/S VINOD KUMAR CHAHMOLI SECURITY PAYMENT FILE-18-19	R	29.08.18	FO	29.08.18	
76	12441R	AMRENDR SINGH VEDDI SECURITY AGENCY PAYMENT - II	R	29.08.18	FO	29.08.18	
77		SALARY RELATED ISSUES OF MEDIA CENTRE	M C	29.08.18	FO	29.08.18	
78	12720R	VISIT OF CHANCLLOR BBAU BHOPAL TO BBAU 12/08/18 TO 15/08/18	R	29.08.18	FO/VC	29.08.18	
79	12343R	MAINTENANCE WORK OF SATELLITE CAMPUS AMETHI	OSD	29.08.18	FO	29.08.18	
80		IMPREST MONEY FOR BIOTECHNOLOGY	BIO	29.08.18	ARF	29.08.18	
81	7152R	GPF/CPF ADVANCE/WITHDRAWAL NON-TEACHING PART-IV	R	29.08.18	FO/ARF	29.08.18	

82	12768R	FILE FOR THE TONER OF PHOTOCOPIER MACHINE (TOSHIBHA MODEL. NO. C- STUDIO 2309) FOR CENTRE OF POST GRADUATE LEGAL STUDIES	R	29.08.18	FO	29.08.18	
83	12182R	MANPOWER DR. R N BHARGAVA	IAO	29.08.18	FO	29.08.18	
84		ADVANCE MONEY FOR DAAS	DAAS	29.08.18	ARF	29.08.18	
85	12717R	PARTICIPATION IN FINE-2018/INNOVATION CELL/BBAU/2018 DR. BAL CHANDRA YADAV	R	29.08.18	UDC	29.08.18	
86		IMPREST MONEY FOR SGH	SGH	29.08.18	FO	29.08.18	
87	9531R	REFUND OF FEES VOL-2	VC	29.08.18	FO	29.08.18	
88	11148R	BNPL FILE FOR COE OFFICE	COE	29.08.18	FO	29.08.18	
89		PROPOSAL FOR PURCHASE OF CHEMICAL	DAAS	29.08.18	FO	29.08.18	
90	9470R	REQUIREMENT OF CHEMICALS	DAC	29.08.18	ARF	29.08.18	
91	3579R	हिन्दी पखवारा	हि०प्र०	29.08.18	FO	29.08.18	
92	1/0387/ DS/BBA U/18	STIPEND/FELLOWSHIP COUNCIL OF SCIENCE AND TECHNOLOGY UTTAR PRADESH MR. MOHIT KUMAR DIXIT	VC	29.08.18	ARF	29.08.18	
93	7934R	RESEARCH ASSISTANT FELLOWSHIP DR SANGEETA SAXENA	VC	29.08.18	ARF	29.08.18	
94	12419R	GUEST FACULTY PAYMENT MONTH OF MAY-2018	VC	29.08.18	FO	29.08.18	