

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	7394R	Labour requirements	R	12/11/2015	REG	12/22/2015	
2	4901R	Path way of open parking for RCA	VCs	12/11/2015			
3	5617R	Retro reflective guide map	VCs	12/11/2015			
4		Advance for TA/DA	dap	12/14/2015	CASHIER	12/22/2015	
5	7268R	PAYMENT FOR NEWSPAPER&MAGAZINE	R	12/14/2015	Cashier	12/22/2015	
6	4703R	Advance/imprest	lib	12/15/2015	CASHIER	12/22/2015	
7		IMPREST	HOD	12/15/2015	CASHIER	12/22/2015	
8		Adjustment for conducting of physical test	SPORTS	12/15/2015	CASHIER	12/22/2015	
9	1828F	Imprest	DPR	12/16/2015	CASHIER	12/22/2015	
10	3920R	landline/fwill bill payment of VCS&Camp office	R	12/16/2015	CASHIER	12/22/2015	
11	7473R	3rd LUSCON Scie.congress	vcs	12/17/2015	AR(V)	12/22/2015	
12	4308R	Reparing &painting of engineering section	R	12/22/2015	Fo	12/22/2015	
13	6105R	MOU FOR SHODHGANGA E-THISIS&DISSERTATIONS	R	12/22/2015	FO	12/22/2015	
14	6781R	Dr.Shiv Shankar Advance UPCST Proj.	R	12/22/2015	SA	12/22/2015	
15	7018R	ALUMINIUM PARTITION	R	12/22/2015	FO	12/22/2015	
16	6576R	purchase of UPS	R	12/22/2015	LDC	12/22/2015	
17	6913R	Purchase of geyser for VC camp office-cum-residence	R	12/22/2015	SA	12/22/2015	
18	3484R	Diesel for tractor	R	12/22/2015	UDC	12/22/2015	
19	7564R	Servicing of electric LAWN	R	12/22/2015	LDC	12/22/2015	
20	3344R	Landscaping of CL.	R	12/22/2015	LDC	12/22/2015	
21	7563R	Maintenance of sumersible pump	R	12/22/2015	LDC	12/22/2015	
22	3840R	Function of VIP visit in the uni.cam.	R	12/22/2015	LDC	12/22/2015	
23	3342R	Imprest of petrol for Bush cutter	R	12/22/2015	UDC	12/22/2015	
24	6494R	Payment of legal fee Rajan mishra,S.M singh	R	12/22/2015	SA	12/22/2015	
25	3940R	112/JRF	HDFS	12/22/2015	ARF	12/22/2015	
26	7447R	Maintenace Grant file	HDFS	12/22/2015	SA	12/22/2015	
27	3410R	Advance for B.tech programme	UIET	12/22/2015	LDC	12/22/2015	
28		ADVANCE FOR RCA HOSTELS	RCA	12/22/2015	ldc	12/22/2015	
29	6094R	T/C PF JOF Dr.Sartik bagh LTC	VCS	12/22/2015	FO	12/22/2015	

30	3933R	POL imprest	vehicle	12/22/2015	UDC	12/22/2015	
31	6968R	Water storage tank in k.b.h	R	12/22/2015	SA	12/22/2015	
32	2648R	Dean imprest	des	12/22/2015	UDC	12/22/2015	
33		Printing of anti ragging material	EO	12/22/2015	SA	12/22/2015	
34	7255R	Extension Lecture	dit	12/9/2015	CASHIER	12/22/2015	
35	7239R	T/C PF of Dr. Rashida Ather(LTC)	R	12/22/2015	ARF	12/22/2015	
36	7270R	Visit to Dr. Ambedkar foundation New delhi...	R	12/22/2015	LDC	12/22/2015	
37	3269R	Payment of Electricity bill of University Campus	R	12/22/2015	LDC	12/22/2015	
38	4082R	CHILDREN EDUCATION	R	12/22/2015	FO	12/22/2015	