

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1		07/dpr/Delhi visit file	DPR	12/9/2015	FO	12/23/2015	
2	5717R	special lecture P-II	hod	12/11/2015	H-DE	12/23/2015	
3		TRAINING AT NIFM	VCS	12/21/2015	EO	12/23/2015	
4		TA FOR ONLINE QUIZ	DIT	12/14/2015	ARF	12/23/2015	
5	6939R	CENTRE FOR ADULT EDUCATION	R	12/14/2015	CSSEIP	12/23/2015	
6	3407R	BPGS-TA/TOUR	R	12/14/2015	FO	12/23/2015	
7	6980R	JRF MR. Amit silngh	hod	12/14/2015	FO	12/23/2015	
8	7147/R	PF of Dr. Preety choudhary	estt	12/14/2015	FO	12/23/2015	
9		Purchase of LED& Stand for Auditorium	VCR	12/15/2015	FO	12/23/2015	
10	6927R	IMPREST	SPORTS	12/15/2015	FO	12/23/2015	
11		Imprest	NCC	12/15/2015	SOII	12/23/2015	
12	4448R	ekfy;ksa ds vfrfjDr osru ds laca/k esa	GBS	12/15/2015	FO	12/23/2015	
13	6967R	Hiring of taxies 2015	vehicle	12/15/2015	FO	12/23/2015	
14		Requirement of course material	RCA	12/15/2015	FO	12/23/2015	
15	4094R	UP32DC4006	vehicle	12/15/2015	FO	12/23/2015	
16	7518R	LEVELING WORK BACK SIDE CLB	R	12/15/2015	FO	12/23/2015	
17	7090R	PURCHASE OF RO& WATER COOLER FOR K.B.H	R	12/15/2015	VC	12/23/2015	
18	5814R	supply of electical goods	R	12/16/2015	ARF	12/23/2015	
19	3393R	medical reimbursement (Teaching)	R	12/16/2015	FO	12/23/2015	
20	7438R	TA bill of Director Rca	rca	12/16/2015	FO	12/23/2015	
21	7527R	Procurement of electronic Devices	R	12/17/2015	FO	12/23/2015	
22	6965R	LUSCON		12/17/2015	FO	12/23/2015	
23		JRF OF Ms. Maya bharti	hod	12/17/2015	FO	12/23/2015	
24		FIELD VISIT	DAPS	12/17/2015	FO	12/23/2015	

25	4308R	Repairing & painting of engineering section	R	12/22/2015	FO	12/23/2015	
26	6781R	Dr. Shiv Shankar Advance UPCST Proj.	R	12/22/2015	FO	12/23/2015	
27	7018R	ALUMINIUM PARTITION	R	12/22/2015	LDC	12/23/2015	
28	6913R	Purchase of geyser for VC camp office-cum-residence	R	12/22/2015	FO	12/23/2015	
29	3484R	Diesel for tractor	R	12/22/2015	SOII	12/23/2015	
30	3940R	112/JRF	HDFS	12/22/2015	SOII	12/23/2015	
31	7447R	Maintenace Grant file	HDFS	12/22/2015	FO	12/23/2015	
32	6094R	T/C PF JOF Dr. Sartik bagh LTC	VCS	12/22/2015	SO(E)	12/23/2015	
33	6968R	Water storage tank in k.b.h	R	12/22/2015	ARF	12/23/2015	
34		Printing of anti ragging material	EO	12/22/2015	ARF	12/23/2015	
35	7239R	T/C PF of Dr. Rashida Ather(LTC)	R	12/22/2015	SO(E)	12/23/2015	
36	4082R	CHILDREN EDUCATION	R	12/22/2015	SO	12/23/2015	
37	3328R	Printing of uni. Name file cover	R	11/24/2015	SOI	12/23/2015	
38	7487R	T/C PF of Sh. N.K.S MORE	R	12/18/2015	FO	12/23/2015	
39	6569R	Purchase of PIC wireless lan card	HOD	12/23/2015	FO	12/23/2015	
40		Upgradation of lenovo computers	HOD	12/23/2015	FO	12/23/2015	
41	7532R	Purchase of toner/cartridge	R	12/18/2015	FO	12/23/2015	
42	4853R	Cleaning of water storage tank	R	12/18/2015	ARF	12/23/2015	
43	7544R	Adjustment of expenditure	R	12/18/2015	FO	12/23/2015	
44		Purchase of Biometric machine for the uni.		12/23/2015	SA	12/23/2015	
45		Advance sports office		12/23/2015	SA	12/23/2015	
46	6396R	IMPREST	R	12/18/2015	FO	12/23/2015	
47	4102R	IMPREST	R	12/18/2015	FO	12/23/2015	
48	7533R	Purchase of induction cooking for R-	R	12/18/2015	fo	12/23/2015	
49	4815R	UP32FS3613	R	12/18/2015	FO	12/23/2015	
50	3067R	MS railing from gate no1 to gate -03	ee	12/18/2015	SA	12/23/2015	

51	6369R	IMPREST	DSW	12/18/2015	FO	12/23/2015	
52	6817R	Purchase of conumabales	hod	12/23/2015	fo	12/23/2015	
53	5896R	Advance contingency	hod	12/23/2015	fo	12/23/2015	
54	3381R	EXTENSION OF SBBT		12/18/2015	EE	12/23/2015	
55	373F	IMPREST		12/23/2015	UDC	12/23/2015	
56		COMMUNITY RADIO DELHI VISIT	DMCJ	12/23/2015	FO	12/23/2015	
57		DELHI VISIT	DMCJ	12/23/2015	FO	12/23/2015	
58		IMPREST	DBT	12/23/2015	UDC	12/23/2015	
59		procurement of answer books p-iii		12/23/2015	ARF	12/23/2015	
60	5782R	PF OF Dr.Amit k.Mishra	estt	12/21/2015	ARF	12/23/2015	
61	5628R	INDO-RUSSIAN PROJ.(MAIN FILE)	R	12/21/2015	ARF	12/23/2015	
62		IMPREST	SGH	12/23/2015	UDC	12/23/2015	
63	7491R	IQAC	estt	12/23/2015	FO	12/23/2015	