

| S.No. | File/Letter No. | Deptt. | Subject | From whom Received | Received Date | Sent to | Sent Date | Remarks |
|-------|-----------------|---------------|--|--------------------|---------------|---------|-----------|---------|
| 115 | | DCS | IMPREST | HOD | 16-12-15 | FO | 28-12-15 | |
| 147 | 5599R | SOCIO | JRF OF PRASHANT,ARUNA,ARCHANA,..... | ACAD | 17-12-15 | FO | 28-12-15 | |
| 152 | 6105R | LIB | MOU FOR SHODHGANGA E- THISIS&DISSERTATIONS | R | 22-12-15 | R | 28-12-15 | |
| 155 | 6576R | SHS | purchase of UPS | R | 22-12-15 | ARF | 28-12-15 | |
| 161 | 3840R | GBS | Function of VIP visit in the uni.cam. | R | 22-12-15 | FO | 28-12-15 | |
| 162 | 3342R | GBS | Imprest of petrol for Bush cutter | R | 22-12-15 | FO | 28-12-15 | |
| 163 | 6494R | legal | Payment of legal fee Rajan mishra,S.M singh | R | 22-12-15 | FO | 28-12-15 | |
| 166 | 3410R | UIET | Advance for B.tech programme | UIET | 22-12-15 | FO | 28-12-15 | |
| 170 | 6968R | EO | Water storage tank in k.b.h | R | 22-12-15 | fo | 28-12-15 | |
| 171 | 2648R | DES | Dean imprest | des | 22-12-15 | FO | 28-12-15 | |
| 172 | | EO | Printing of anti ragging material | EO | 22-12-15 | fo | 28-12-15 | |
| 180 | 3328R | STR | Printing of uni. Name file cover | R | 24-11-15 | STR | 28-12-15 | |
| 185 | 4853R | 5(529)/14 | Cleaning of water storage tank | R | 18-12-15 | CASHIER | 28-12-15 | |
| 188 | | SPORTS | Advance sports office | | 23-12-15 | FO | 28-12-15 | |
| 193 | 3067R | 5(481)/14 P-I | MS railing from gate no1 to gate -03 | ee | 18-12-15 | ARF | 28-12-15 | |
| 198 | 373F | 75/SAS | IMPREST | | 23-12-15 | FO | 28-12-15 | |
| 201 | | DBT | IMPREST | DBT | 23-12-15 | FO | 28-12-15 | |
| 203 | 5782R | estt | PF OF Dr.Amit k.Mishra | estt | 21-12-15 | FO | 28-12-15 | |
| 204 | 5628R | DAP | INDO-RUSSIAN PROJ.(MAIN FILE) | R | 21-12-15 | FO | 28-12-15 | |
| 205 | | S.GH | IMPREST | SGH | 23-12-15 | FO | 28-12-15 | |
| 206 | 281F | DAC | IMPREST | HOD | 21-12-15 | FO | 28-12-15 | |
| 207 | 5070R | CGH | IMPREST | CGH | 21-12-15 | FO | 28-12-15 | |
| 208 | 3238R | DAC | NET-JRF/UGC | R | 21-12-15 | FO | 28-12-15 | |
| 209 | 7440R | DES | ADVANCE FOR 103RD ISC-2016 | | | FO | 28-12-15 | |
| 210 | 4679R | RCP | NET-COACHING | RCP | 28-12-15 | LDC | 28-12-15 | |
| 211 | 7204R | 222/DIT | CONTINGENCY/ADVANCE/UGC | DIT | 28-12-15 | SA | 28-12-15 | |
| 212 | | 58/RCA | NEWSPAPER & PERIODICALS | R | 28-12-15 | LDC | 28-12-15 | |
| 213 | 4265R | 5(196)/08 P-3 | कुलपति कार्यालय का अनुरक्षणीय कार्य | R | 28-12-15 | FO | 28-12-15 | |

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| 214 | 6360R | 5(425)/13 | S/F OF INTERLOCKING OF G.H APPROACH ROAD & PARKING | R | 28-12-15 | SOI | 28-12-15 | |
| 215 | 5730R | DLIS | APPLICATION FOR ATTENDING/PARTICIPATION IN THE NATIONAL CONFERENCE | R | 28-12-15 | LDC | 28-12-15 | |
| 216 | 5173R | DEM | DEM-FIST | R | 28-12-15 | SA | 28-12-15 | |
| 217 | 3567R | 5(475)/14 | Purchasing of plumbing goods | VCS | 28-12-15 | | 28-12-15 | |
| 218 | | DST-CPR | 103RD ISC | VCS | 28-12-15 | | 28-12-15 | |
| 219 | | DAM | Maintenance of house no.C-2/1-4 | VCS | 28-12-15 | CASHIER | 28-12-15 | |
| 220 | 5821R | pharma | Wkorkshop by CBMR | VCS | 28-12-15 | | 28-12-15 | |
| 221 | | COE | procurement of answer books p-iii | VCS | 28-12-15 | CASHIER | 28-12-15 | |
| 222 | 7090R | EO | PURCHASE OF RO& WATER COOLER FOR K.B.H | VCS | 28-12-15 | FO | 28-12-15 | |
| 223 | 4647R | DST-CPR | Staff salary | VCS | 28-12-15 | CASHIER | 28-12-15 | |
| 224 | 6455R | DBT | RGNF MANOJ KUMAR | R | 28-12-15 | UDC | 28-12-15 | |
| 225 | 4008R | DHR | JRF-2011-12 | R | 28-12-15 | UDC | 28-12-15 | |
| 226 | 7040R | ESTT | Dr. siddhartha mukerji LTC | R | 28-12-15 | UDC | 28-12-15 | |
| 227 | 7005R | ESTT | PF OF SHRI ISHWAR CHANDRA V-III | R | 28-12-15 | ARF | 28-12-15 | |
| 228 | 7586R | EO | Signage board for the cafeteria parking | R | 28-12-15 | ARF | 28-12-15 | |
| 229 | 7600R | DBT | Resignation from the post of DST inspire faculty position | R | 28-12-15 | ARF | 28-12-15 | |
| 230 | 5396R | SECURITY | Payment for M/S security solution services | R | 28-12-15 | SA | 28-12-15 | |
| 231 | 7127R | STR | Committee for the purchase of chemicals | R | 28-12-15 | ARF | 28-12-15 | |
| 232 | 3128R | DES | Repair of Spectrophotometer | R | 28-12-15 | SA | 28-12-15 | |
| 233 | 3314R | VEHICLE | imprest | R | 28-12-15 | UDC | 28-12-15 | |
| 234 | 7587R | pharma | Shifted with complete modular furniture | R | 28-12-15 | ARF | 28-12-15 | |
| 235 | 7588R | DAC | Nz,He Gases for BET | R | 28-12-15 | ARF | 28-12-15 | |
| 236 | 3919R | TELE | landline bill payment | R | 28-12-15 | LDC | 28-12-15 | |
| 237 | 7574R | ESTT | T/C PF of Sh. Ram pal (LTC) | R | 28-12-15 | udc | 28-12-15 | |
| 238 | 6915R | DEM | Financial support for molecular analysis | R | 28-12-15 | FO | 28-12-15 | |
| 239 | 7596R | ESTT | T/C Pf of shri Brij Mohan, (LTC) | R | 28-12-15 | UDC | 28-12-15 | |
| 240 | 7394R | DAPS | Labour requirements | R | 28-12-15 | Fo | 28-12-15 | |

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| 241 | 7603R | SPORTS | Purchase of Sports Items | R | 28-12-15 | Fo | 28-12-15 | |
| 242 | 7077R | ABH | MFP | R | 28-12-15 | SA | 28-12-15 | |
| 243 | 7583R | DMCJ | B. Anand Babu | R | 28-12-15 | UDC | 28-12-15 | |
| 244 | 7601R | EO | Repairing of stage in main auditorium | R | 28-12-15 | SA | 28-12-15 | |
| 245 | 7231R | DAPS | Acadimice Activilty-2015 Dr. Sutanu Maji | R | 28-12-15 | LDC | 28-12-15 | |
| 246 | 6935R | GBS | Outsourcing Mali | R | 28-12-15 | SOI | 28-12-15 | |
| 247 | 7509R | 41/GH | Purchase of utencils for kitchen of GH | GH | 28-12-15 | SA | 28-12-15 | |
| 248 | 6768R | DES | Maintenance of Instruments | HOD | 28-12-15 | SA | 28-12-15 | |
| 249 | | DES | IMPREST | HOD | 28-12-15 | UDC | 28-12-15 | |
| 250 | | DEAN SBBT | IMPREST | SBBT | 28-12-15 | UDC | 28-12-15 | |
| 251 | 915F | pharma | IMPREST | HOD | 28-12-15 | UDC | 28-12-15 | |
| 252 | 3888R | 5(372)/13 | Maintenace of SES building | R | 28-12-15 | EE | 28-12-15 | |
| 253 | 4006R | DAAS | Ms. Bela turkey kaushal RGNF | R | 26-11-15 | R | 28-12-15 | |
| 254 | 7267R | DES | one day collaborative symposium | DES | 28-12-15 | UDC | 28-12-15 | |
| 255 | | DRM | IMPREST | DRN | 28-12-15 | UDC | 28-12-15 | |
| 256 | 6161R | हि०वि० | विश्व हिन्दी सम्मेलन भोपाल,2015 | हि०वि० | 28-12-15 | LDC | 28-12-15 | |
| 257 | 3740R | 5(402)/14P-2 | विशिष्ट उधानीकरण कार्य | R | 18-12-15 | ARF | 28-12-15 | |
| 258 | 3933R | VEHICLE | POL imprest | R | 28-12-15 | UDC | 28-12-15 | |
| 259 | 5963R | 50/YGH | Imprest | R | 28-12-15 | UDC | 28-12-15 | |
| 260 | 3935R | DAPS | Contingency UPCAR Proj. | DAPS | 28-12-15 | SA | 28-12-15 | |
| 261 | 6007R | 18/PROC | OFFICE OF THE PROCTOR | VCS | 28-12-15 | ARF | 28-12-15 | |

