

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	6916 R	CIIPP - Industry Awereness Programme	Cor-	3.12.15	Cor-	16/Dec	ok
2	4067 R	Committee for Creation of Mosquito mesh.5(497)/14	VC	15.12.15	EE	16/Dec	Tender notice signed
3	3115 R	General Office Order-137/Estt/BBAU/2013	PIC/Estt	15.12.15	VC	16/Dec	For approval
4	3231 R	UP- 32-FR -5768 Etios Diesel	AR/Vehi.	16.12.15	AR/Vehicl	16/Dec	Discuss
5	7018 R	Aluminium Partition.	Warden	16.12.15	AR/Snp	16/Dec	For need full.
6	3152R	Operetion & Maintenance of Central A.C. Plant of Auditorium 5(507)/2014	EO	16.12.15	VC	16/Dec	
7	7451 R	DST-Inspire Project , Dr. Preeti Gupta.	AR/A	16.12.15	VC	16/Dec	For approval
8	3779 R	Purchase of postel Stamp, Vol-III.	AR/A	16.12.15	FO	16/Dec	For need full.
9	4095 R	Amassador car, UP-32-BU-5863	AR/Vehi.	16.12.15	FO	16/Dec	For need full.
10	3920 R	Land Line Bill Payment File VC Sir/Sectt	AR/Tele	16.12.15	FO	16/Dec	For need full.
11	6280 R	Meeting to Start Earth Science Programme,	Cor-	16.12.15	AR/A	16/Dec	For need full.
12	7476 R	प्रशासनिक भवन खंड सा। 4 स्थित पुरानी लाइब्ररी में एल्युमिनियम पार्टिसन एवं 10 नग स्थित ए।सी। एवं 10 नग एजास्ट फैन एवं विदूतीय वायरिंग संबन्धित 5(474) part -1.	EE	16.12.15	EE	16/Dec	quotation Notice Signed

13	6772 R	Suply of Electrical Goods 5(535)/2015 Part-3	EE	16.12.15	VC	16/Dec	Desired information as above
14	3786 R	Tata Photon Data Card.	Registrar	16.12.15	FO	16/Dec	Recommended
15	4183 R	T/c-2 Sanction of manpower.	PIC/Esstt	16.12.15	VC	16/Dec	
16	7508 R	Extaintion lettter of Dr. Richa Srivastava.	PIC/Esstt	16.12.15	VC	16/Dec	May concenter
17	6376 R	Pay Fixation of Dr.Shasi Kumar & Dr. Shashi Kant Pandey	PIC/Esstt	16.12.15	FO	16/Dec	For need full.
18	4244 R	File for Helth Center.	PIC/Esstt	16.12.15	VC	16/Dec	Reg. Committee
19	6522 R	T/C Joining Report & Acceptance CAS-2015	PIC/Esstt	16.12.15	PiC/Estt	16/Dec	For need full.
20	7502 R	Remote Access Of E-Resources.	PIC/Esstt	16.12.15	AR/Esstt	16/Dec	Office order signed
21	5881 R	General Office Order-.w.e.f- 2013	PIC/Esstt	16.12.15	AR/Esstt	16/Dec	Office order signed
22	7491 R	I.Q.A.C (Prof.NMP. Verma)	PIC/Esstt	16.12.15	VC	16/Dec	Order of the VC.....Prof. NMP Verma may be Requested to provide
23	7416 R	R-Office Mislneous, FFC Regarding.	PIC/Esstt	16.12.15	VC	16/Dec	for Recommend
24	4150 R	Registrar mobile bill Payment File.	AR/Tele	16.12.15	FO	16/Dec	Recommended
25	7522 R	Students Request file	Dir-	16.12.15	AR/A	16/Dec	Can be admitted students without
26	7517 R	Application for CSIR-SRF fellowship.	AR/A	16.12.15	VC	16/Dec	
27	7363 R	Purchase of Electronics And Communication Lab Items For B.Tech Students.	Hod	16.12.15	VC	16/Dec	
28	7523 R	up-garadation of JRF to SRF (Anurag Swaroop)	HoD	16.12.15	AR/A	16/Dec	For need full.

29	7270 R	Viste to Dr. Ambedkar Foundation New Delhi/Dr. Shura Darapuri(Prapreation Of Dairy And CAIender)	Dr.Sura dara	16.12.15	VC	16/Dec	for Recommendation
30	7524 R	Requirments Chemicals /Glasswere/Plasticware	HoD	16.12.15	FO	16/Dec	For need full.
31	4624 R	Nanoformulation and Translation resarch: Small Getting Bigger alongwith 6635/R,6636/R,5150/R, 5151/R,6637/R, 6638/R, 4792/R	Head	16.12.15	HOD	16/Dec	Recommended
32	4770 R	राजभाषा अधिनियम - 1963- की धारा 3 (3) का अनुपालन ।	VC	16.12.15	HO	16/Dec	Approved
33	7504 R	Meeting of teaching Roster At new Delhi.	VC	16.12.15	AR/Estt	16/Dec	For need full.
34	6756 R	M.Sc. Admission (Food Microbiology& Toxicology)	VC	16.12.15	AR/A	16/Dec	Approved
35	7350 R	B.Voc In Live Stok Production & Mangemeant 3 Year Undergraduate Programe.	VC	16.12.15	AR/A	16/Dec	Approved
36	7509 R	Purchase of Utenciles for Kitchen of GH	VC	16.12.15	AR/Snp	16/Dec	Approved
37	3393 R	Medical Reimbursement (teaching) File -April- 2013	VC	16.12.15	FO	16/Dec	For need full.
38	7145 R	PF of Dr. Pranav Kr. Anand, Asstt. Prof. D. Eco.	VC	16.12.15	PIC/Estt	16/Dec	For need full.
39	7381 R	Representation of Prof. R.P Singh Sir	VC	16.12.15	AR/Estt	16/Dec	For need full.

40	7513 R	National /International Conference/Symposium /Workshop of Dr. Preeti Gupta	VC	16.12.15	AR/Estt	16/Dec	For need full.
41	7360 R	Staff Requirment .	VC	16.12.15	EE	16/Dec	Approved
42	5875 R	Extaintion of manpower Approval Reg.	VC	16.12.15	AR/Estt	16/Dec	Approved
43	4031 R	DRC File Of DPS	VC	16.12.15	AR/A	16/Dec	Approved
44	7506 R	Appointment of Nodal Officer Establishmeant Section.	VC	16.12.15	AR/Estt	16/Dec	For need full.
45	7497 R	T/C pf of Rama Sankar Sing FO	VC	16.12.15	AR/Estt	16/Dec	For need full.
46	7355 R	Admission Committee- D.Lib.Sc./2015-16	VC	16.12.15	AR/A	16/Dec	where is the list
47	7295 R	purchasing of Water Cooler & RO for Ashoka Boys Hostel.	VC	16.12.15	EO	16/Dec	Approved
48	6532 R	गृह विज्ञान विभाग की छात्राओं की शिकायत के जांच के संबंध मे।	VC	16.12.15	R	16/Dec	For discuss to VC Sir
49	6604 R	Payment of Sanitation service.	VC	16.12.15	AR/Sai nitatio	16/Dec	Approved
50	4942 R	पुरस्कार वितरण	VC	16.12.15	COE	16/Dec	For need full.
51	6683 R	PF of Sh. Amrender Pratap Bahadur Singh, Lib. Asstt.	VC	16.12.15	AR/Estt	16/Dec	Approved
52	7192 R	PF. Of Sh. Ram Sankar Singh. FO	VC	16.12.15	PIC/Est t	16/Dec	to plz. Ensure if it is
53	7127 R	Committee for the Purchase of Chemicals.	VC	16.12.15	FO	16/Dec	Recomm ended
54	6565 R	Approval for Attanding Seminar/Conference. Dr. S. Kumar	VC	16.12.15	FO	16/Dec	Approved

55	6757 R	M.Sc. Admission (Environmental Microbiology)	VC	16.12.15	AR/A	16/Dec	Approved
56	7148 R	PF of Dr. Harisanhar Santosh Kr. Singh Asso. Prof. D.Education	VC	16.12.15	FO	16/Dec	Approved
57	7525 R	229/file tracking system/DIT/BBAU/15	VC	16.12.15	AR/Snp	16/Dec	For need full.
58	6876 R	PF of Shri. Brij Narayan Pradhan, Lab Attendant.	PIC/Esstt	16.12.15	AR/Estt	16/Dec	Approved
59	7526 R	T/C PF of Venkatesh Kumar, Asstt.Prof. DAAS	PIC/Esstt	16.12.15	FO	16/Dec	For need full.
60	5814 R	Supply of Electrical Goods. 5(535)/2014 Part-II.	EE	16.12.15	FO	16/Dec	For need full.
61	7196 R	Attending the Conference. Dr. Vipin Saxena	prof.vipin saxena	16.12.15	AR/A	16/Dec	Recommend ed
62	7528 R	Issue Releted to ' No- Dues' of Prof. Ram Chandra.	HoD	16.12.15	PIC/Est t	16/Dec	For need full.
63	6604 R	Payment of Sanitation service.	AR/Saini.	16.12.15	VC	16/Dec	For Approval
64	6421 R	R.T.I. Correspondance.	DR/Legal	16.12.15	VC	16/Dec	For Approval
65	7517 R	Application for CSIR-SRF fellowship.	VC	16.12.15	AR/A	16/Dec	Approved
66	3284 R	Signage Board in University Campus (retroreflective) 5(423)/13	DR/Legal	16.12.15	VC	16/Dec	For Approval