

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	6251 R	Post-Paid Sim For FO	AR/Tele	16.12.15	FO	16/Dec	For need full.
2	7529 R	निजी यात्राओ हेतु पेट्रोल अग्रिम / समायोजन पत्रावली	AR/Vehi.	16.12.15	FO	16/Dec	For need full.
3	4117 R	Payment of vice Chancellor Mobile bill	AT/Tele	16.12.15	FO	16/Dec	For need full.
4	7201 R	T/C High Power Committee Meeting Notice.	PIC/Esstt	15.12.15	AR/Esstt	17/Dec	notice signed
5	6111 R	Appointment of Part time Medical Attendent on Contract Basis	VC	16.12.15	VC	17/Dec	Discuss
6	6532 R	गृह विज्ञान विभाग की छात्राओं की शिकायत के जांच के संबंध मे।	VC	16.12.15	VC	17/Dec	For discuss to VC Sir
7	3476 R	Mr. Vasu Krishna(E.O)	VC	16.12.15	VC	17/Dec	Discuss
8	3671 R	Repair and Maintinance of Furniture.Alongwith 6812/R	VC	16.12.15	VC	17/Dec	Discuss
9	7515 R	Sports Events	VC	16.12.15	AR/Esstt	17/Dec	For need full.
10	4801 R	PF of Dr. Taruna, Asst.Prof. DRM	VC	16.12.15	VC	17/Dec	Discuss
11	7375 R	BYC/UGC unassigned Grant/2015	AR/A	16.12.15	AR/A	17/Dec	Approved
12	5696 R	Echoing in Class Room.	EE	16.12.15	VC	17/Dec	for Approval
13	7527 R	Procurement of Electronic Devices	prof.vipin saxena	16.12.15	FO	17/Dec	For need full.
14	7487 R	Officeal forwarding of application M.K. Padhy	VC	16.12.15	Dr.M.k.Padhy	17/Dec	Approved
15	7451 R	DST-Inspire Project , Dr. Preeti Gupta.	VC	16.12.15	AR/A	17/Dec	need dean's comments
16	7416 R	R-Office Mislleneous, FFC Regarding.	VC	16.12.15	VC	17/Dec	Discuss
17	7508 R	Extaintion letter of Dr. Richa Srivastava.	VC	16.12.15	AR/Esstt	17/Dec	For need full.
18	6772 R	Suply of Electrical Goods 5(535)/2015 Part-3	VC	16.12.15	EE	17/Dec	Approved

19	4519 R	MOU between IISR with BBAU.& Others.	VC	16.12.15	AR/Acad	17/Dec	Approved
20	7363 R	Purchase of Electronics And Communication Lab Items For B.Tech Students.	VC	16.12.15	AR/Snp	17/Dec	For need full.
21	4183 R	T/c-2 Sanction of manpower.	VC	16.12.15	AR/Estt	17/Dec	For need full.
22	3152R	Operetion & Maintenance of Central A.C. Plant of Auditorium 5(507)/2014	VC	16.12.15	EO	17/Dec	Approved
23	7491 R	I.Q.A.C (Prof.NMP. Verma)	VC	16.12.15	AR/Estt	17/Dec	For need full.
24	4244 R	File for Health Center.	VC	16.12.15	VC	17/Dec	Discuss
25	7296 R	225/Visvesvaraya Ph.D Schollar/ DIT/BBAU/15.	VC	16.12.15	AR/Acad	17/Dec	For need full.
26	4370 R	UGC / MHRD Correspondence, 116/(G)_Estt/BBAU/2012	AR/Estt	16.12.15	VC	17/Dec	VC May be also peruse before issue
27	7530 R	T/C PF of Prof. R.C. Sobti, V.C. , LTC	AR/Estt	17.12.15	VC	17/Dec	Recommended
28	3844 R	Payment of manpower providing Agency, Sai Nath Associates.	AR/Estt	17.12.15	VC	17/Dec	for Approval
29	7534 R	Confidential Closed envelope Big Size Envelope.	Dean/ Prof.Vipin Saxena	17.12.15	AR/Estt	17/Dec	Confi.
30	4370 R	UGC / MHRD Correspondence, 116/(G)_Estt/BBAU/2012	VC	17.12.15	AR/Estt	17/Dec	Recommended
31	3284 R	Signage Board in University Campus (retroreflective) 5(423)/13	VC	17.12.15	EE	17/Dec	Recommended

32	6644 R	Purchase of Furniture for New Faculty/ Officer/Staff.	AR/Snp	17.12.15	VC	17/Dec	Since the requirements received from various deptts & office have not enclosed any justification of the same the Proposal at (A) may be considered after compiling the justification which can be assented through the committee headed by Prof.
33	7535 R	Purchase of Computer Laptop printers.etc.	AR/Snp	17.12.15	VC	17/Dec	Justification may be obtained from verious Deptt/offices from where the requirment have been received & assesed by a
34	4906 R	BRAILLE SECTION	AR/Snp	17.12.15	VC	17/Dec	for Recommendatio
35	6915 R	Financial Support for Molecular Analysis. Shashank Tiwari	HoD	17.12.15	AR/A	17/Dec	For need full.