

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	3194/R + 6054/R	Empliment of security Agency 2014-2015 (Tender Of Security) + 1 File	R	10/12/2015	R	11/12/2015	Extend Till 31/12/15 - Please get needfull done by tendering to DGR Concerns
2	7281/R	PF of Shri Srajan Kumar Singh, (Contractual) - Human Rights	R	10/12/2015	R	11/12/2015	OK if rules allow
3	3599/R	T/C PF of Shri Manoj Kumar, MTS, DIT	R	10/12/2015	R	11/12/2015	अनुमोदित अगर नियमानुसार है ।
4	6313/R + 7059/R	Medical advance of Dr. Narendra Kumar & other faculty members, DES + 1 file	R	10/12/2015	R	11/12/2015	अनुमोदित अगर नियमानुसार है ।
5	7407/R	T/C Dr. Sufia Ahmad, Asstt. Prof., Law - Refresher Course	R	10/12/2015	R	11/12/2015	Allowed Provided teaching does not suffers . Head to be certify
6	7262/R	Leave Travel Concession (LTC), T/C of Snatan Nayak	R	10/12/2015	R	11/12/2015	OK
7	7186/R	Modernization of Guest House II	Head DIT	10/12/2015	Inch arge Gues t Hous e	11/12/2015	A - OK
8	6773/R	Modernization of Guest House I	Incharg e Guest House	10/12/2015	Inch arge Gues t Hous e	10/12/2015	Why Bain Marie has not been included ? Please do so immediately
9	7105/R	Purchase of EPBX	R	10/12/2015	R	11/12/2015	अनुमोदित पूर्णत्या अगर नियमानुसार है ।
10	6911/R + 5936/R	Genral store Shop + 1 FILE	R	10/12/2015	R	11/12/2015	अनुमोदित अगर नियमानुसार है ।
11	4651/R	SERB - DST Project, Contingency File - - Dr. V.	R	10/12/2015	R	11/12/2015	OK

		Elangovan, DAAS					
12	6506/R	Empliment of Advocates	R	10/12/2015	R	11/12/2015	Seen
13	7332/R	Pathway of Botanical Garden	FO	10/12/2015	FO	11/12/2015	अनुमोदित अगर नियमानुसार है ।
14	5617/R	Retro Reflective Guide Map, EE	FO	10/12/2015	FO	11/12/2015	अनुमोदित अगर नियमानुसार है, उन Signs का क्या हुआ जो खराब हो गये हैं XEN अपनी टिप्पणी दें
15	3067/R	M.S. Railing From Gate No.01 to Gate No.03	FO	10/12/2015	FO	11/12/2015	अनुमोदिन पहले ही किया जा चुका है दोबारा फाइल भेजनें की जरूरत नहीं है ।
16	4901/R	Pathway of Open Parking for RCA	FO	10/12/2015	FO	11/12/2015	क्या यह भुगतान किस्तों में हो रहा है, एक और फाइल भी आई है ।
17	4672/R	Annual Workshop (National Knowledge Network - NKN)	CC	11/12/2015	CC	11/12/2015	Allowed as per rules but he will have to give presentation after return
18	6105/R	MOU for SHODHGANGA, E-Thesis & Dissertations, GBL	R	11/12/2015	FO	11/12/2015	FO for Comment
19	7470/R	Single Entrance & Exit in library	R	11/12/2015	R	11/12/2015	अनुमोदित नियमानुसार
20	6710/R	DRC - VI, DLIS	R	11/12/2015	R	11/12/2015	नियमानुसार
21	7457/R	Appointment of JRF, Dr. Anand Prakash-DBT	R	11/12/2015	R	11/12/2015	नियमानुसार अनुमोदित
22	7501/R	National Medicinal Plants Board (NMPB), Acad. Sec	R	11/12/2015	Dr. N. B. Sing h	11/12/2015	डा० N. B. Singh कृपया सुझाव दें
23	7486/R	Purchase of Laptop for F.O.	R	11/12/2015	R	11/12/2015	Where is the Laptop of Previous F.O. ?
24	7485/R	Purchase of Mobile set for F.O. - Advance of Rs. 15,000/-	R	11/12/2015	R	11/12/2015	अनुमोदित अगर नियमानुसार है ।

25	6532/R	गृह विज्ञान की शोधा छात्राओं की शिकायत के जाँच के संबन्ध में	R	11/12/2015	R	11/12/2015	अनुमोदित
26	6683/R	PF of Sh. Amrender Pratap Bahadur singh, Lab Asst.	R	11/12/2015	R	11/12/2015	अनुमोदित अगर कुलसचिव नियुक्ति रे संतुष्ट हैं तो
27	7498/R	T/C PF of Shri. Shahanawaz Khan, Junior Engg.	R	11/12/2015	R	11/12/2015	अनुमोदित नियमानुसार है ।
28	7472/R	मंत्रालय से प्राप्त शिकायती पत्र	R	11/12/2015	R	11/12/2015	इसके लिये आदेश दिये जा चुके हैं
29	7475/R	केन्द्रीय पुस्तकालय में सीपित होनी लिफ्टों का वार्षिक अनुरीक्षणीय अनुबन्ध	R	11/12/2015	R	11/12/2015	अनुमोदित अगर नियमानुसार है ।
30	7476/R	प्रशासकि भवन खण्ड सं०-4 स्थित पुरानी Library में Aluminium Partition एवं Vitrified Tile Flooring एवं 10 नग स्थित A.C. एवं 10 नग Exhaust Fan एवं विद्युतीय Wiring सम्बन्धित इत्यादि कार्य	R	11/12/2015	R	11/12/2015	अनुमोदित अगर नियमानुसार है ।
31	7413/R	Advance for China (Prof. N.M.P. Verma), DE	R	11/12/2015	R	11/12/2015	Seen
32	7326/R	Financial Assistance For Attending IPEA conference at Goa, India during 3-6, Dec. 2015 - Prof. Sanatan Nayak, DE	R	11/12/2015	R	11/12/2015	Seen
33	7503/R	रूप सिंह, अर्थशास्त्र विभाग (प्रार्थना पत्र एवं समस्त प्रति उत्तर कॉपी)	R	11/12/2015	R	11/12/2015	Ok as per rules
34	-	One Confidential File of Participation of	COE	11/12/2015	COE	11/12/2015	Confidential

		AIMA and Jee/Exam in Closed envelope					
35	-	One Confidential File in Closed envelope	COE	11/12/2015	COE	11/12/2015	Confidential
36	3933/R	P.O.L. Imprest, Vehicle Sec,	FO	11/12/2015	FO	11/12/2015	OK as per rules
37	7105/R	Purchase of EPBX	FO	11/12/2015	FO	11/12/2015	अनुमोदित अगर नियमानुसार है ।
38	7502/R	Remote Access of E - Resources	R	11/12/2015	R	11/12/2015	OK
39	7301/R	National Commission for scheduled castes - (NCSC) Vol-3	R	11/12/2015	R	11/12/2015	कृपया चर्चा करें, कुलसचिव
40	6876/R	PF of Shri Brij Narain Pradhan, Lab Attendant	R	11/12/2015	R	11/12/2015	OK
41	7192/R	PF of Shri Rama Shankar Singh, Finance Officer	R	11/12/2015	R	11/12/2015	अनुमोदित अगर पूर्णतया नियमानुसार है। कुलसचिव अपनी संतुष्टी का लें
42	7505/R	Compassionate Appointment (Against Late Shri Ishwar Chand)	R	11/12/2015	R	11/12/2015	High Power Committee to consider the issue
43	6045/R	Purchase of new DG set	FO	11/12/2015	FO	11/12/2015	Please Discuss
44	-	Purchase of computers /Laptops/Printers etc.	FO	11/12/2015	FO	11/12/2015	Please justify within 48 Hours
45	-	Training at NIFM, AR(S&P)	FO	11/12/2015	FO	11/12/2015	No. 2, 3 allowed
46	6644/R	Purchase of furniture for new Faculty/Officer/ Staff, Store sec.	AR(S&P)	11/12/2015	AR(S &P)	11/12/2015	-
47	6045/R	Purchase of new DG set	FO	11/12/2015	FO	11/12/2015	A' अनुमोदित