

S.N o.	File/ Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	7451/R	DST- Inspire Project, DAC - Dr. Preeti Gupta	R	16/12/2015	R	16/12/2015	Where are the comment of Dean as ordered at 1/N
2	7416/R	R/Office - Misc. , FFC regarding	R	16/12/2015	R	16/12/2015	कृपया चर्चा करिये
3	7508/R	Extension Letter of Dr Richa Srivastava, Asstt. Prof., DAP	R	16/12/2015	R	16/12/2015	अनुमोदित अगर नियमानुसार है, एकदिन की ब्रेक के बाद
4	6772/R	Supply of Electrical Goods 5(535)/2015 Part III	R	16/12/2015	R	16/12/2015	अनुमोदित अगर नियमानुसार है तो
5	4519/R	MOU, Acad. Section	R	16/12/2015	R	16/12/2015	अनुमोदित नियमानुसार
6	7363/R	Purchase of Electronics and communication lab items for B.Tech. students	R	16/12/2015	R	16/12/2015	कृपया इसकी कीमत बताइये
7	4183/R	Manpower Auditing	R	16/12/2015	R	16/12/2015	I need information of all new and old
8	3152/R	Operation and Maintenance of Central AC plant of Auditorium	R	16/12/2015	R	16/12/2015	अनुमोदित अगर नियमानुसार है ।
9	7491/R	I.Q.A.C. (Prof. N.M.P. Verma), DE	R	16/12/2015	R	16/12/2015	Information has already been attached
10	-	Social Science Congress - 2015, co-ordinator Prof. N.M.P. Verma	FO	16/12/2015	FO	16/12/2015	अनुमोदित नियमानुसार

11	4244/ R	Health Centre, Estt. Sec.	R	16/12/2015	R	16/12/2015	We will have one day seminar on Health Issues in January. A - to discuss
12	-	End Semister Examination of B.Voc. (Floriculture & Landscape Gardening), Head DAPS (Horti.)	HOD (Horti.)	16/12/2015	HO D (Horti.)	17/12/2015	स्पेशल क्लासें लगा कर त्रुटि दूर की जा सकती है
13	6358/ R	Condemn Vehicle	Vehicle Sec.	16/12/2015	R	17/12/2015	IMMEDIATE, Please take appropriate action
14	7270/ R	Visit to Dr. Ambedkar foundation New Delhi/Dr. Shuradarapuri (Preparation of Dairy and calendar, R-office)	R	16/12/2015	R	17/12/2015	अनुमोदित नियमानुसार
15	6421/ R	R.T.I. Correspondence, R-office	R	16/12/2015	R	17/12/2015	Seen
16	6618/ R	Celebration & 20th Year of establishment of BBAU	R	16/12/2015	R	17/12/2015	OK
17	3284/ R	Signage Board in-University Campus (Retroreflective)	R	16/12/2015	R	17/12/2015	Seen
18	6604/ R	Payment of sanitation Services	R	16/12/2015	R	17/12/2015	अनुमोदित अगर पूर्णतया नियमानुसार है ।
19	7530/ R	T/C PF of Professor R.C.Sobti, VC (LTC)	R	17/12/2015	R	17/12/2015	Yes if as per rules

20	5388/ R	Procurement of Library Server, Central Library	FO	16/12/2015	FO	17/12/2015	Yes if as per rules
21	6027/ R	Contingency bills - DST Startup young scientist, Dr. Rima Kumari	FO	16/12/2015	FO	17/12/2015	अनुमोदित अगर नियमानुसार है ।
22	-	Dr. Rima Kumari : Startup Reaearch Grant (Young Scientist), DES	FO	16/12/2015	FO	17/12/2015	अनुमोदित अगर नियमानुसार है ।
23	6310/ R	हिन्दी कार्यशाला का आयोजन	FO	16/12/2015	FO	17/12/2015	अनुमोदित अगर पूर्णतया नियमानुसार है ।
24	3838/ R	Servicing of Agricultural Equipment, GBS	FO	16/12/2015	FO	17/12/2015	OK if as per rules
25	7029/ R	Purchase of Chemical Glassware Plasticware (2015-16), D. Pharm.	FO	16/12/2015	FO	17/12/2015	Deptt. Budget Please
26	4563/ R	Set up of Electronic lab for B.Tech. Electronics & Communication	FO	16/12/2015	FO	17/12/2015	अनुमोदित अगर नियमानुसार है ।
27	7458/ R	Dr. Anand Prakash, DBT - Contingency File	FO	16/12/2015	FO	17/12/2015	अनुमोदित अगर नियमानुसार है ।
28	7473/ R	3rd Lucknow Science Congress (LUSCON-2015)	FO	16/12/2015	FO	17/12/2015	अनुमोदित अगर नियमानुसार है ।
29	7142/ R	PF of Dr. Ravi Shankar Verma, Asstt. Prof. DAPS	FO	16/12/2015	FO	17/12/2015	अनुमोदित अगर नियमानुसार है ।

30	6324/ R	PF of Dr. Khwairakpam Sharwila, Asstt. Prof., HDFS	FO	16/12/2015	FO	17/12/2015	नियमानुसार है तो अनुमोदित
31	7151/ R	PF of Dr. Monica Sharma, Asstt. Prof. (SBBT)	FO	16/12/2015	FO	17/12/2015	अनुमोदित अगर नियमानुसार है ।
32	3935/ R	Contingency - UPCAR Project - Dr. Sanjay Kumar Asso. Prof.	FO	16/12/2015	FO	17/12/2015	OK if as per rules
33	6217/ R	Awareness programme - Dr. D.K.Yadav, asstt. prof.	FO	16/12/2015	FO	17/12/2015	Rs. 30 K sanctioninthe fast instance to be used as per GFR
34	4365/ R	Stage Seating of Auditorium, EE	XEN	17/12/2015	XEN	17/12/2015	A - Yes as per rules
35	-	International Consultant Meet	FO	17/12/2015	FO	17/12/2015	अनुमोदित अगर पूर्णतया नियमानुसार है ।
36	4370/ R	U.G.C./MHRD Correspondence	R	17/12/2015	R	17/12/2015	Seen
37	3844/ R	Payment to Manpower providing agency w.e.f 17/12/2012	R	17/12/2015	FO/ Prof Vipi n Sax ena	17/12/2015	Ok but Biometric System must be put in order immediately not later than 20/12
38	5696/ R	Encoching in Class Room of UIET	R	17/12/2015	XEN	17/12/2015	XEN to discuss
39	7510/ R	Purchase of Gymnasium & Indoor Games Items	Sport Sec.	17/12/2015	R	17/12/2015	OK as per rules
40	4801/ R	Dr. Taruna, Asstt. Prof., DRM	R	17/12/2015	R	17/12/2015	A - OK

41	6111/ R	Part Time Medical Attendant Appointment of Medical Attendant on contract basis	R	17/12/2015	R	17/12/2015	Proper procedure as per law to be to be followed please
42	4244/ R	Health Centre, Estt. Sec.	R	17/12/2015	R	17/12/2015	Please talk to Dr. Pradhan
43	5696/ R	Encoching in Class Room of UIET	XEN	17/12/2015	XEN	17/12/2015	OK to be proposed as per rules
44	7516/ R	Aluminium partition New Delhi, SHS	R	17/12/2015	R	17/12/2015	No material other than departmental equipments etc. to be shifted . No aluminium partition AC's have to be shifted.
45	6532/ R	गृह विज्ञान की शोधा छात्राओं की शिकायत के जाँच के संबंध में	D.R.	17/12/2015	R	17/12/2015	Discuss
46	7416/ R	R/Office - Misc. , FFC regarding	R	17/12/2015	R	17/12/2015	Discuss
47	3476/ R	PF of Mr. Vasu Krishna, Estate Officer	R	17/12/2015	R	17/12/2015	Discuss
48	3671/ R + 6812/ R	Repair & maintenance of furniture + 1 File	R	17/12/2015	R	17/12/2015	Discuss
49	6644/ R	Purchase of furniture for new Faculty/Officer/S taff, Store sec.	R	17/12/2015	R	17/12/2015	Please indicate how many chairs, tables v/s number of students & Teachers have been purchasedfor each Dentt. so far
50	7335/ R	Purchase of computers /Laptops/Printers etc.	R	17/12/2015	R	17/12/2015	It needs discussion

51	4906/ R	Barille Section, 2014-2015 - GBL	R	17/12/2015	R	17/12/2015	Registrar for Recommendation
52	3857/ R	Bank Account 2013-17 Part - V	FO	17/12/2015	FO	17/12/2015	It should be routine. Why VC is approched for the purpose
53	7526/ R	T/C PF of Dr. Venkatesh Kumar R, Asstt. Prof., DAAS (LTC)	FO	17/12/2015	FO	17/12/2015	Yes as per rules