

S.No.	File/Letter No.	Subject	Sent to
1	5904/R	JRF Joining report of Mr. Taku Maji	R
2	3550/R	E-payment of Dr. DS Kothari PDF of Dr. Madhukar Saxena-DBT	R
3	5599/R	JRF Fellowship File- Prashant, Aruna, Archana.....	R
4	Medical Claims form	Mr. Ramesh Chandra Rawat, MTS (Despatch Section) dated: 11-12-2015 of Rs. 2324/-	AR(Estt.)
5	7431/R	Joining Report- Mr. Ranjeet Bharti & Mr. Anil Kumar- LAW	R
6	5330/R	JRF Fellowship File- Harkiran Kaur- LAW	R
7	History	UGC- NON NET Fellowship ( Foreign Scholars) 2015-16	R
8	History	UGC- NON NET Fellowship	R
9	6710/R	DRC-VI File- DLISc	HOD, DLISc
10	532/Acad/15	Fellowship bill of JRF- Ms. Ruchika Kumari-DJMC	Head, DJMC
11	533/Acad/15	Fellowship bill of RGNF- Mr. Vishwas Jeet Rajbanshi-DLISc	Head, DLISc
12	534/Acad/15	Fellowship bill of RGNF- Ms. Rasnika Amra-HD&FS	Head, HD&FS
13	535/Acad/15	Fellowship bill of RGNF- Ms. Preeti-HD&FS	Head, HD&FS
14	536/Acad/15	Fellowship bill of RGNF- Ms. Tanuja Singh-DRM	Head, DRM
15	537/Acad/15	Fellowship bill of MANF- Ms. Weena Yancey M.Momin-DRM	Head, DRM
16	538/Acad/15	Fellowship bill of RGNF- Ms. Rashmi Singh; Priyanka Choudhary and Sonam-DCS	Head, DCS
17	5153/R	5/Annual Confidential Report/NCC/BBAU/2012	AR (Estt.)
18	7457/R	Appointment of JRF- Dr. Anand Prakash-DBT Project	HOD, DBT
19	DAC	National/International/Conference/symposium/workshop of Dr. Preeti Gupta-DAC	R

20	3496/R	T/C PF of Sh. Balan G.PS (LIC)	R
21	4624/R	Nanaoformulation and Translational Research : Small Getting Bigger, D.Ph.S. + 7 Files	FO
22	7025/R	T/C PF of Shri Pawan Kumar Chaurasia, Asstt. Prof. (LTC)	FO
23	3857/R	Bank Account 2013-17 Part - V	FO
24	_	UGC (Non-NET) Fellowship, Finance	FO
25	7478/R	Purchase of Executive high back revolving chair for R office	FO
26	7336/R	T/C F.N. (Finance Section) Monitoring /Investment of Funds	FO
27	7497 R	T/C pf of Rama Sankar Sing	FO
28	3407 R	BPGS , T.A/Honr DES	FO
29	7462 R	Wi-fi in Central Library.	AR/Estt
30	7360 R	Staff Requirment .	VC
31	7335 R	Reply of UGC Leter Dt. 25.8.2015	AR/Estt
32	7506 R	Appointment of Nodal Officer Establishmeant Section.	VC
33	7189 R	PF of Sh. Manoj Kr. Dhadwal. Asstt.Director of Phy.Education	AR/Estt
34	5290 R	Proposal of Fish Pond /Chamber. 100/DAAS/BBAU/14	EE
35	7453 R	purchase of various furniture items for the VIP room of the main Audit.	EO
36	7295 R	purchasing of Water Cooler & RO for Ashoka Boys Hostel.	VC
37	7355 R	Admission Committee-D.Lib.Sc./2015-16	VC
38	3757 R	Appointment of Project Staff.	PI-CSSEIP
39	7356 R	IQAC, NMP Verma. Director.	FO
40	7406 R	For Strict observation of reservation policy.of the Gov. of Universities.	DR-SC/ST
41	3194 R	Empanelment of Security Agency 2014-15	AR/Security
42	4861 R	Boundary Wall 5(496)/2014.	EE

43	7480 R	T/C PF Of Hemlata Pandey Contractual.	AR/Estt
44	7500 R	रिसेर्च असोशिएशन प्रोग्राम -सी. एस. आइ. आर।	AR/A
45	7322 R	Request for Furniture.	AR/Snp
46	7441 R	Requiremeant of Bus Facility.	FO
47	7507 R	Booking of Guest House for Intl. Seminar	VC
48	7330 R	XV Advisory Committee Meeting	DR-SC/ST
49	7067 R	InspireFellowship Shivanki Srivastava	AR/A
50	3476 R	Mr. Vasu Krishna(E.O)	VC
51	3606 R	Aply for CSIR Research Associatship (CSIR-RA)	AR/A
52	5875 R	Extaintion of manpower Approval Reg.	VC
53	7381 R	T/C PF of dr. Sufiya Ahmad.	VC
54	7508 R	Extaintion lettter of Dr. Richa Srivastava.	AR/Estt
55	6565 R	Approval for Attanding Seminar/Conference. Dr. S. Kumar	VC
56	3496 R	T/ PF of Sh. Balan G, Envelop	VC
57	6996 R	Instaullation of Submarsibell Pump.	FO
58	7397 R	Dr. Gunjanam Pandey, Cor-DAC, International Simposium. CTDDR-2016	VC
59	7127 R	Committee for the Purchase of Chemicals.	VC
60	7005 R	PF of Sh. Ishwar Chandra, Driver- Vol-2	AR/Estt
61	7105 R	Purchase of EPBX.	FO
62	6604 R	Payment of Sanitation service.	VC
63	6376 R	Application for the Post of Asso.Prof. Dr. Shashik. Pandey	AR/Estt
64	5630 R	PF of Rahul Varshney. Asstt. Proff. DAS	AR/Estt
65	7285 R	Progress Review Of the Works Costing More Than Rs, 10 Crores. 5(579)/2015.	VC
66	7268 R	Payment of News Paper & Magazine	FO
67	7509 R	Purchase of Utenciles for Kitchen of GH	VC
68	5453 R	Resource Persons RCA	AR/Estt
69	5845 R	Annual Report: 2014-2015	RSO

70	7510 R	Purchase of Gymnasium & Indoor Games Item	FO
71	3876 R	Advance for workshop practice of B.Tech.Students	FO
72	3284 R	Signage Board in University Campus (retroreflective) 5(423)/13	DR/Legal
73	6752 R	Community Collage Dietetics, Publication Manual	Cor-Community Coolage
74	7399R	MALTI FUNCTIONAL PRINTER BIJAK	H-WARDEN
75	7447R	MAINTENANCE GRANT	H-HDFS
76	3067R	M.S Railing from gate no1 to gate no3	fo
77	7420R	Purchase of computer items	STR
78	7458R	CONTINGENCY DBT PROJ.	FO
79	6604R	PAYMENT OF SANITATION SERVICE	REG
80	7090R	PURCHASE OF RO& WATER COOLER FOR K.B.H	EO
81	7285R	PROGRESS REVIEW OF THE WORKS COSTING MORE THAN....	REG
82	5630R	PF OF DR. Rahul varshney	REG
83	6376R	PAY FIXATION OF DR. SHASHI K. DR. SHASHI K. PANDEY	REG
84	7127R	COMMITTEE FOR THEJ JPURCHASE OF CHEMICAL	REG
85		IMPREST	UDC
86		ONLINE QUIZ	SO
87	6027R	RIMA K. DST- START UP YS	SA
88	3185R	REQUIREMENT OF DRIVER	FO
89	6939R	CENTRE FOR ADULT EDUCATION	FO
90	7413R	ADVANCE FOR CHINA	LDC
91	7485R	PURCHASE OF MOBILE SET FOR FO	FO
92	7326R	FINANCIAL ASSIST. FOR ATTENDING IPEA. PROF. SANATAN NAYAK	so
93	3407R	BPGS-TA/TOUR	LDC
94	7356R	IQAC NMP VERMA	FO
95	7445R	PURCHASE OF UNIVERSITY LIB ITEMS	FO
96	6980R	JRF MR. Amit silngh	udc
97		DST-SERC FTR Proj.+purchase 02+dst utilization +dst purchase 01	FO

98	7387R	Requirement of water cooler in type c-2 girls h.	EO
99	3130R	DD(EMD) Nanoscience. And nano tech	ARF
100	5303R	Print Journal	FO
101		Repairing of stage in main auditorium	FO
102		Advance for TA/DA	Idc
103	7196R	Confrence/ seminar etc attending	FO
104		Road water at Ashoka Boys HOSTEL/5(499)/2014	STR
105	7475R	केन्द्रीय पुस्तकालय में स्थापित दोनों लिफ्टों का वार्षिक अनु०	FO
106		TRAINING AT NIFM	EO
107		vishawa vidalaya ke tino gate per barrier lagwane le sambandh me, 5(559)/2015	EE
108	3251	RTI	COE
109	3252	RTI	COE
110	3253	RTI	COE
111	3255	Exam Form B.Ed.	COE
112	7486/R	Purchase of Laptop	C.P
113	7322/R	Request for furniturof School for Home Science	C.P
114	3341/R	Procurement of Library Server	Library
115	7116/R	Requirement of minerals for applied Geology (DES)	coordinator Applied Geology
116	7420/R	Purchase of Computer Items(C.Lib)	Registrar
117	6975/R	Online Vender Registrarion	
118	3284/R	Signage Board in University Campus	Registrar
119	6752/R	Community college Dietetics	Registrar
120	7090/R	Purchase of RO & water Cooler For Kanishka Boys Hostel	
121	6701/R	Photocopy work for University Library	
122	7470/R	Gautam Budha Library Single Entrance & Exit In Library	Librarian
123	7462/R	WI-Fi in Central Library	
124	7189/R	PF of Shri Manoj Kumar Dhadwal, Asstt. Director of Phy. Education	

125	7335/R	Pepley to UGC letter dated 25.08.2015 regarding complaints of Prof. Amrithesh C Shukla and Dr. Ganesh Chandra Kisku	
126	7502/R	Remote Access of E-Recources, Gautam Buddha Library	
127	7505/R	Compassionate Appointment (Against Late Shri Ishwar Chand)	
128	7470/R	Single Entrance & Exit in Library, Gautam Buddha Library	
129	6876/R	PF of Shri Brij Narain Pradhan, Lab. Attd.	
130	7498/R	T/c PF of Shri Shahanawaj Khan, JE	
131	7462/R	Wi-Fi in Central Library	
132	3844/R	Payment to manpower providing agency w.e.f. 17.12.2012, M/s Sri Sai Nath Associate	
133	7264/R	T/c Payment of DPW during visit of Hon'ble Chief Minister	
134	7379/R	T/c file of ID cards for officers/ officials of the University	
135	3476/R	Pf of Mr. Vasu Krishna, Estate Officer	R
136	5997/R	F.N. Regarding reservation rosters for AD-hoc employee	R
137	3606/R	Apply for CSIR Research Associateship (CSIR-RA), DAAS	R
138	5875/R	T/c PF of Shri G. Sunila Babu, DBT	R
139		PF of Dr. Ramesh Kr. Chaturvedi, Asstt. Prof., DRM	R
140		Extension Letter of Dr. Richa Srivastava, M.Tech (Nano-Opt.)	R
141	7381/R	Representation of Prof. R. P. Singh	R

142	7470/R	Single Entrance & Exit in Library, Gautam Buddha Library	AR(S&P)
143	7462/R	Wi-Fi in Central Library	AR(S&P)