

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	5836r	construction of students activity gentor	VC	04.11.16	FO/ARF/S O/ARF/FO	09.12.16	
2	9528R	CONFERENCE TRAVELLING GRANT(DR. RAJESH KUMAR)	VC	21.11.16	FO/ARF/S OII	09.12.16	
3		SPECIAL LECTURE	SES	22.11.16	CASHIER	09.12.16	disposed off
4	9091R	MODERNIZATION WORK IN GH	R	23.11.16	VC	09.12.16	
5		CAUTION MONEY	VC	24.11.16	ARF/SO/S TEN0	09.12.16	
6	8777R	REPAIR FLOORING IN COMPUTER LAB	VC	24.11.16	CASHIER/ H DRM/EE	09.12.16	
7	7097R	RECRUITMENT OF PROJ STAFF DR. VENKATESH DUTTA	DST	28.11.16	ARF/SOI/S A	09.12.16	
8	9675R	SALARY STATEMENT TO UGC M K PADHY	R	28.11.16	ARF/SO/L DC/ARF	09.12.16	
9	9159R	T/C PF OF DR. DEEPA RAJ LTC	DCS	29.11.16	STENO/SO /ARF/FO	09.12.16	
10	4853R	CLEANING OF WATER STORAGE TANK	VC	30.11.16	ARF/SOI/S A/ARF /FO	09.12.16	
11	1816F	PAYMENT OF TA BILLS OF VC P-2	VC	30.11.16	FO/ARF/S OII/LDC	09.12.16	
12	3393R	medical reimbursement (Teaching)	R	30.11.16	STENO/AR F/FO	09.12.16	
13	6111R	PART TIME MEDICAL ATTENDANT APPOINTMENT OF CONTACT BASIS	R	02.12.16	LDC/ARF/ FO	09.12.16	
14	9707R	INTER SCHOOL FOOTBALL FROM 14TH DEC2016.....	R	02.12.16	STENO/SO /ARF/FO	09.12.16	

15		IMPREST	CPC	05.12.16	STENO/AR F/FO	09.12.16	
16		IMPREST	DES	05.12.16	STENO/AR F/FO	09.12.16	
17	9160R	T/C PF OF DR. SHILPI VERMA LTC	R	05.12.16	STENO/SO /ARF/FO	09.12.16	
18	4068R	VC RESIDENCE(MAINTENANCE WORK) P-2	R	05.12.16	CASHIER	09.12.16	disposed off
19	5898R	OLT	COE	05.12.16	SA/SO/AR F/FO/VC	09.12.16	
20	4647R	Staff salary	DST	07.12.16	SA//SO/A RF/FO	09.12.16	
21	7873R	ONLINE UPS AND INVERTER	R	07.12.16	SA/SO/AR F/SOI/SA	09.12.16	
22	3886R	Renovation of council hall	R	07.12.16	EE	09.12.16	
23	6271R	PHOTOCOPY MACHINE CARTRIDGE	R	07.12.16	AR(S&P)	09.12.16	
24	8338R	INTRODUCTION OF SWACH BHARAT PAKHWADA IN C. UNI.	DEM	07.12.16	STENO/SO /ARF/FO	09.12.16	
25	5100R	DR. GAURAV RAJ DWIVEDI-PROJ FILE (SERB)	DES	08.12.16	SA/ARF	09.12.16	
26		DR.JAVEED AHMAD BHAT(PROJ FELL)BBAU- STOCKHOLM UNIVERSITY PROJECT	DPS	08.12.16	SA/ARF	09.12.16	
27		UGC(NON NET)	SO	08.12.16	ARF/FO	09.12.16	