

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	3402 R	वाहनो के इन्शुरेंस के नवीनीकरण हेतु पत्तरावली।	AR/Vehi.	23.11.16	VC	30.Nov	For approval
2	8835 R	File for the admission in BBA LL.B.(H) for the session of 2016-17.	AR/A	23.11.16	AR/A	30.Nov	For need full.
3	9650 R	Requirment of Staff,	VC	24.11.16	AR/Estt	30.Nov	By hand Geeta
4	9494 R	Requirment of Staff,	VC	24.11.16	AR/Estt	30.Nov	By hand Geeta
5	9580 R	Home LTC Dr. Sudipta Saha.	VC	29.11.16	AR/Estt	30.Nov	For need full.
6	9307 R	Requiremeant of Technical Personnel for Exam.Section.	Dir-CC	29.11.16	VC	30.Nov	For approval
7	9692 R	Ph.D Admission 2016-17.	HoD	29.11.16	AR/A	30.Nov	For need full.
8	9693 R	Teaching/ Non Teaching Roster (Dummy File)Sc-ST/File	DR-SC/ST	29.11.16	VC	30.Nov	For approval
9	8305 R	Establishmeant of Special Cell for SC/ST Cell & Wqual Oppurtunity Cell.	DR-SC/ST	29.11.16	AR/A	30.Nov	For need full.
10	9664 R	Security Guard Strike. Alongwith 5396/R	DR/Legal	29.11.16	DR/CRC	30.Nov	For need full.
11	6266 R	Breif Note of Daily Paid Worker (DPW)	DR/Legal	29.11.16	DR/Legal	30.Nov	For need full.
12	8165 R	236/Gate Scholarship(Neha Yadav)/DIT/BBAU/16	AR/A	29.11.16	FO	30.Nov	For need full.
13	9643 R	NFHE file Mussa Mohammad.	AR/A	29.11.16	FO	30.Nov	For need full.

14	8146 R	T/C PF of Rama Shankar Singh FO(NOC)	AR/A	29.11.16	AR/Estt	30.Nov	For need full.
15	9656 R	Dr. jiwan singh, for Attending Orentation Programme.	AR/A	29.11.16	VC	30.Nov	For approval
16	9694 R	Non-NET Fellowship , Ms. Monisha., Abhishek, Vinay Kr.	AR/A	29.11.16	HoD/DR M	30.Nov	For need full.
17	9695 R	Medical Claim Dr. Jyoti Pandey.	HoD	29.11.16	AR/Estt	30.Nov	For need full.
18	3734 R	For the Purchase of Sharp copier model 5520D	HoD	29.11.16	AR/Snp	30.Nov	For need full.
19	9696 R	RGNF Fellowship, Ravindra Kumar,.	HoD	29.11.16	AR/A	30.Nov	For need full.
20	9558 R	BRNS-DAE Project (No.2013/34/27/BRNS/2693) GOI	Dean-SPS	29.11.16	VC	30.Nov	For approval
21	7917 R	Signage of Building, 5(170)/2016 Part-2.	EE	29.11.16	FO	30.Nov	For need full.
22	9698 R	LTC of Dr. Shashi Kumar,	HoD	29.11.16	AR/Estt	30.Nov	For need full.
23	8495 R	Insect and Rodent control in the Library.	Librarian	29.11.16	FO	30.Nov	For need full.
24	6142 R	department Print Journals BBA. LLB (H) DHR	Librarian	29.11.16	Librarian	30.Nov	For need full.
25	9663 R	Ten Days National Workshop on Research methology (Dr. MS Khan)	AR/A	29.11.16	HOD/DR M	30.Nov	For need full.
26	9691 R	Orientation programme , Dr.Pranav K. Ananad	AR/A	30.11.16	AR/A	30.Nov	By Hand Dr.Anand
27	9670 R	ICSSR Major Research Project for the Year-2016-17	RSO	30.11.16	RSO	30.Nov	For need full.

28	9527 R	Upgradation FILE-JRF to SRF DST Inspire Fellow, Mr. Amar Jyoti Das.	VC	30.11.16	AR/A	30.Nov	For need full.
29	9587 R	Nomination of BPGS.WITH 3646/R	VC	30.11.16	AR/A	30.Nov	For need full.
30	8161 R	Promotion Under CAS Dr. Jya Srivastava.	VC	30.11.16	AR/Estt	30.Nov	For need full.
31	9658 R	Reliving For referresher Course Participation.	AR/Estt	30.11.16	AR/Estt	30.Nov	For need full.
32	8454 R	T/C PF of Sh. Ram Shankar singh, Reg. Appointment of FO	AR/Estt	30.11.16	DR/Legal	30.Nov	For need full.
33	8228 R	PF of Mujibur Rahman Asstt.Prof. D.Law.	AR/Estt	30.11.16	VC	30.Nov	For approval
34	8435 R	General Correspondence (2) 2016	AR/Estt	30.11.16	AR/Estt	30.Nov	For need full.
35	9164 R	Nomination Under Group B DPC.	AR/Estt	30.11.16	VC	30.Nov	For approval
36	4533 R	Appointment Of Deans. File 60.	AR/Estt	30.11.16	DR/Legal	30.Nov	For need full.
37	9632 R	T/c PR of Pradeep Kumar Steno SBBT. For MA	AR/Estt	30.11.16	AR/Estt	30.Nov	For need full.
38	5350 R	JRF Fellowship Ms. Harkiran Kaur	HoD	30.11.16	AR/A	30.Nov	For need full.
39	6494 R	Payment of Legal Fee, Vol-2 alongwith 8277/R, 5835/R and Lata agnihotri V/S Police parvartan days other and	DR/Legal	30.11.16	FO	30.Nov	For need full.
40	9398 R	60th meeting of the Academic Council.	AR/A	30.11.16	VC	30.Nov	For approval
41	9693 R	Teaching/ Non Teaching Roster (Dummy File)Sc-ST/File	VC	30.11.16	Priti saxena	30.Nov	by hand Vijay

42	9510 R	LTC Prof.gajanan Pandey,	VC	30.11.16	VC	30.Nov	For approval
43		Approval File Nano tec. & Nano Sc.	VC	30.11.16	AR/A	30.Nov	For need full.
44	3393 R	Medical Reimbursement (teaching) File -April-2013	CMO	30.11.16	FO	30.Nov	For need full.
45	9382 R	60th Meeting of the BOM Minutes.	VC	10.11.16	VC	1.Dec	For approval
46	9563 R	Dr. Balraj Mittal, Emeritus Medical Scientist, DBT, BBAU, LKO	RSO	29.11.16	AR/A	5.Dec	For need full.
47	9587 R	Nomination of BPGS.WITH 3646/R	VC	30.11.16	AR/A	1.Dec	For need full.
48	9568 R	Dr. Sangeeta Krishna Application For Endorsement.	AR/Estt	30.11.16	AR/Estt	1.Dec	For need full.
49	9699 R	IPC-BBAU-2016.	HoD	30.11.16	AR/A	1.Dec	For need full.
50	9307 R	Requirement of Technical Personnel for Exam.Section.	VC	30.11.16	DR/Exam	1.Dec	For need full.
51	9700 R	T/C PF of Sh.Sachin Sahu, LDC, Study Leave.	VC	30.11.16	AR/Estt	1.Dec	For need full.
52	9558 R	BRNS-DAE Project (No.2013/34/27/BRNS/2693) GOI	VC	30.11.16	Dean/SPS	1.Dec	For need full.
53	9701 R	Writ petition by Sh. Salahuddin Khan.	AR/Estt	30.11.16	VC	1.Dec	For need full.
54	3545 R	Plantation Work By GBS Part -2	Coo/GBS	30.11.16	FO	1.Dec	For need full.
55	3167 R	B.P.G.S.-2 No.33/DLIS/BBAU/2000	Dean	30.11.16	AR/A	1.Dec	For need full.

56	3744 R	Office Order	AR/Vehi.	30.11.16	AR/V	1.Dec	For need full.
57	9515 R	LTC home town, Dr. MS Khan.	FO	30.11.16	AR/Estt	1.Dec	For need full.
58	6967 R	Hiring of taxi 2015	VC	30.11.16	AR/V	1.Dec	For need full.
59	3402 R	वाहनो के इन्शुरेंस के नवीनीकरण हेतु पत्रावली।	VC	30.11.16	AR/V	1.Dec	For need full.
60	9237 R	Inspection of Files, Releted Land Dispute at Amethi.	VC	1.12.16	DR/Legal	5.Dec	For need full.
61	9590 R	Dr. RN Bhargava, LTC.	AR/Estt	1.12.16	AR/Estt	5.Dec	For need full.
62	9292 R	T/C PF Computer Advance of Arvind Shukla, RSO.	AR/Estt	1.12.16	FO	5.Dec	For need full.
63	9446 R	Refresher Course Dr. Dharendra Pandey.	AR/Estt	1.12.16	AR/Estt	2.Dec	For need full.
64	9164 R	Nomination Under Group B DPC.	VC	1.12.16	AR/Estt	1.Dec	For need full.
65	9662 R	T/C PF prof. Sanjay Kumar DAPS-LTC.	FO	1.12.16	AR/Estt	1.Dec	By hand Sanjay sir
66	9661 R	Nilesh kumar , LTC.	FO	1.12.16	AR/Estt	1.Dec	By hand Sanjay sir
67	9702 R	N-PDF Dr. Deepti Barnawal	HoD	1.12.16	FO	2.Dec	For need full.
68	9510 R	LTC Prof.gajanan Pandey,	VC	1.12.16	AR/Estt	1.Dec	For need full.
69	7087 R	विश्वविद्यालय अनुदान आयोग से पत्राचार.	HO	1.12.16	HoD/DR M	2.Dec	For need full.

70	9555 R	Complaint File Vol-III Complaint Redressal Cell	DR-Legal	1.12.16	VC	2.Dec	For approval
71	9703 R	Confidential Closed Envelop. Big Size Yellow Cover.	R-Office	1.12.16	VC	1.Dec	For approval
72	9645 R	RGNF to SRF Siddharth boudh.	HoD	1.12.16	AR/A	2.Dec	For need full.
73	3739 R	अन्य विश्वविद्यालयो / संस्थानो को अतिथि-गृह मे कक्छ आरक्षित करने के संबंध मे पत्राचार	l/c Guest house.	1.12.16	VC	2.Dec	For approval
74	9371 R	Appli. For semenar grant from ICSSR, Dr. Brajesh Kumar.	AR/A	1.12.16		2.Dec	By Hand Dr. Brajesh Kumar
75	9637 R	Dispose of Sessional Copies(UIET)	AR/A	1.12.16	COE	2.Dec	
76	5308 R	UGC Post Doctoral Fellowship Mr. Ashwani Kumar.	AR/A	1.12.16	AR/A	2.Dec	For need full.
77	7866 R	JRF Continuation File .	AR/A	1.12.16	AR/A	2.Dec	For need full.
78	3904 R	Office Order Acadmic Secation 2013-14	AR/A	1.12.16	AR/A	2.Dec	For need full.
79	9668 R	M.Phil Student Ms.Preeti RGNF, 2015-16.	AR/A	1.12.16	HoD/HD &FS	2.Dec	For need full.
80	9610 R	Proforma for Submission of Concept Prop[osal on Biotech Based Programme for Societal Development.	AR/A	1.12.16	HoD/DBT	2.Dec	For need full.
81	9652 R	Cancelled gradesheet appli. With gradesheet.	AR/A	1.12.16	COE	2.Dec	For need full.
82	9653 R	DRC file Vol-V, DEM Alongwith 9367/R	AR/A	1.12.16	HoD/DE M	2.Dec	For need full.
83	7274 R	JRF , Hage Tam.	AR/A	1.12.16	AR/A	2.Dec	For need full.

84	9678 R	RGNF of Ms. Reeta.	AR/A	1.12.16	AR/A	2.Dec	For need full.
85	9666 R	Memorendom of Agreement,	VC	1.12.16	PI	1.Dec	For need full.
86	9477 R	W.P. No. (M/B) of 2016, Pichda Jan Kalyan Samiti V/s Union of India & Others (Implimentation of OBC	VC	1.12.16	VC	1.Dec	For approval
87	8931 R	DST Project (Prof. Ram Chandra)	Hod	1.12.16	FO	2.Dec	For need full.
88	9704 R	RGNF Fellowship, DCS.	Hod	1.12.16	AR/A	2.Dec	For need full.
89	9705 R	NOC for DST Project. Dr. G. Kaithwas	HoD	1.12.16	RSO	2.Dec	For need full.
90	9707 R	Inter school Football Tournament....	AD/PI	1.12.16	FO	2.Dec	For need full.
91	6111 R	Appointment of Part time Medical Attendent on Contract Basis	AR/Estt	1.12.16	FO	2.Dec	For need full.
92	9477 R	W.P. No. (M/B) of 2016, Pichda Jan Kalyan Samiti V/s Union of India & Others (Implimentation of OBC	VC	1.12.16	DR/Legal	1.Dec	For need full.
93	9708 R	स्वच्छता सेवाओ हेतु बजट (2017-18 और 2018-19)	AR/Sainitation	2.12.16	FO	5.Dec	For need full.
94	9709 R	Regarding Semester Exam Dec-2016, Hari Om Sharan Pandey.	Hod	2.12.16	AR/A	5.Dec	For need full.
95	9710 R	179/DAAS/BBAU/16, Ms Sheeba Saji Samuel.	HoD	2.12.16	AR/A	5.Dec	For need full.
96	9631 R	T/C PF of Sarvjeet MTS Alongwith 8903/R	AR/Estt	2.12.16	VC	5.Dec	For approval
97	9711 R	T/C PF dr.Shailesh Kumar, Refresher Course.	AR/Estt	2.12.16	AR/Estt	5.Dec	For need full.

98	9712 R	BBAU Start up Center (BBAU_SUC)	AR/Estt	2.12.16	AR/Estt	5.Dec	For need full.
99	7913 R	Complain of DR/SC-ST Cell.	AR/Estt	2.12.16	AR/Estt	5.Dec	For need full.
100	9700 R	T/C PF of Sh.Sachin Sahu, LDC, Study Leave.	AR/Estt	2.12.16	VC	2.Dec	For approval
101	8851 R	Umbrella Memorandum of Understanding between IIPR-ICAR Institute and BBAU Alongwith 4519/R & 4519/R-II	AR/A	2.12.16	AR/A	2.Dec	For need full.
102	9619 R	JRF Countinuation UGC Fellowship, Mr. Dinesh Kumar.	AR/A	2.12.16	FO	5.Dec	For need full.
103	9714 R	Migration certificate. (Gulam Abbas)	HoD	2.12.16	AR/A	5.Dec	For need full.
104	3769 R	Departmental research committee (DRC) Deppt. Of Applide Mathematics	Dean	2.12.16	VC	5.Dec	For approval
105	9715 R	Home LTC Sh Rama Shankar Singh, FO	AR/Estt	2.12.16	AR/Estt	2.Dec	For need full.
106	9716 R	Blood Donation Camp	I/C NCC	2.12.16	I/C NCC	2.Dec	For need full.
107	9477 R	W.P. No. (M/B) of 2016, Pichda Jan Kalyan Samiti V/s Union of India & Others (Implimentation of OBC	DR/Legal	2.12.16	VC	2.Dec	For approval
108	9717 R	W.P. No. (M/B) of 2016, M/S Mishra Security Service V/S BBAU & Other,(Awarding of Tender)	DR/Legal	2.12.16	VC	2.Dec	For approval
109	9004 R	Constitution of Advisory Committee for SC/ST.	DR-SC/ST	2.12.16	DR-SC/ST	5.Dec	For need full.
110	4533 R	Appointment Of Deans. File 60.	DR/Legal	2.12.16	AR/VC	2.Dec	For need full.
111	9718 R	Case of Submission of fee in the Deptt of Uni.Alongwith 9498/R	AR/A	2.12.16	AR/A	5.Dec	For need full.

112	9688 R	No Objecton certificate (NOC)	AR/A	2.12.16	AR/A	5.Dec	For need full.
113	9174 R	File of Extention for Submission Of Final Year Marksheet & Migration Certificate.	AR/A	2.12.16	VC	5.Dec	For approval
114		Admission file. Ph.D Applied Animal Science, 2016-17	AR/A	2.12.16	HoD/DAA S	5.Dec	For need full.
115	9681 R	Proposal for National Seminar, Dr. Preeti Choudhary.	AR/A	2.12.16	VC	5.Dec	For approval
116	9692 R	Ph.D Admission 2016-17.	AR/A	2.12.16	HoD/DBT	5.Dec	For need full.
117	8664 R	Provision of the Persons with Disabilities 5(335)/12	DR/Legal	2.12.16	AR/A	5.Dec	For need full.
118	9717 R	W.P. No. (M/B) of 2016, M/S Mishra Security Service V/S BBAU & Other,(Awarding of Tender)	VC/Adv	2.12.16	DR/Legal	5.Dec	For need full.
119	4533 R	Appointment Of Deans. File 60.	AR/Estt	5.12.16	VC	5.Dec	For approval
120	9503 R	LTC file Prof. Kaman Singh....	AR/Estt	5.12.16	AR/Estt	5.Dec	For need full.
121	9625 R	Requirement for manpower Proctor& Dean SES.	AR/Estt	5.12.16	Prof. SK. Bhatnaga	5.Dec	For need full.
122	9719 R	Copy of award & Notification of Gov. of india. Ministry of Labour & Employeement.	AR/Estt	5.12.16	Cor-GBS	5.Dec	For need full.
123	9160 R	T/C PF Of Dr. Shilpi Verma (LTC), DLIS	AR/Estt	5.12.16	FO	5.Dec	For need full.
124	9580 R	Home LTC Dr. Sudipta Saha.	AR/Estt	5.12.16	AR/Estt	5.Dec	For need full.
125	9242 R	File for Hostel Problem, Committee ...	AR/Estt	5.12.16	AR/Estt	5.Dec	For need full.

126	7657 R	Sound Syastem Maintanance Work of Auditorium, 5(590)/2016.	AR/Estt	5.12.16	EE	5.Dec	For need full.
127	9596 R	File for the Transfer of Manpower.	AR/Estt	5.12.16	AR/Estt	5.Dec	For need full.
128	4068 R	V.C. Residence mantinance Work, Part-III, 5(196)/2002	EE	5.12.16	FO	5.Dec	For need full.
129	9510 R	LTC Prof.gajanan Pandey,	AR/Estt	5.12.16	AR/Estt	5.Dec	By Hnad G.Pandey Sir
130	9720 R	258/WiFi Project/DIT/2016, Material Verification.	HoD	5.12.16	VC	5.Dec	For approval
131	9721 R	259/WiFi Presentation/DIT/2016,	HoD	5.12.16	VC	5.Dec	For approval
132	9722 R	Financial Support for Financial Conference., Dr. Jay Shankar Singh.	By hand	5.12.16	FO	5.Dec	For need full.
133	8851 R	Umbrella Memorandum of Understanding between IIPR-ICAR Institute and BBAU	AR/A	5.12.16	RSO	5.Dec	For need full.
134	9487 R	request for participation 12th int.national conference,	AR/A	5.12.16	HoD/D.lib .Sc	5.Dec	For need full.
135	9324 R	Reply of UGC Letter (M.Pharm) GPAT, Scholarship.	AR/A	5.12.16	HoD/Phar ma	5.Dec	For need full.
136	7176 R	Guest Faculty for Ph.D(Computer)	HoD	5.12.16	FO	5.Dec	For need full.
137	9693 R	Teaching/ Non Teaching Roster (Dummy File)Sc-ST/File	VC	5.12.16	AR/Estt	5.Dec	For need full.
138	6967 R	Hiring of taxi 2015	AR/V	5.12.16	VC	5.Dec	For approval
139	9724 R	UP-32-CX-6081 (Reg. Servicing) Detail.	AR/V	5.12.16	VC	5.Dec	For approval

140	9725 R	LTC, Dr. Elangovan, 185/DAAS/BBAU/16	HoD	5.12.16	AR/Estt	5.Dec	For need full.
141	7897 R	Payment of DPW	AR/Estt	5.12.16	FO	5.Dec	By hand Chwokidaar
142	9669 R	LTC, Dr. Sutanu Maji, Asst. Proff., DAPS.	FO	5.12.16	AR/Estt	5.Dec	For need full.
143	9727 R	Paper of BoM Membership.	VC	5.12.16	VC	5.Dec	For approval
144	9575 R	Notification Regarding Man Power Agency.along with 9492/R	AR/Estt	2.12.16	Prof. SK Bhatnaga	5.Dec	For need full.
145	9727 R	Paper of BoM Membership.	VC	5.12.16	VC	5.Dec	For approval
146	9214 R	Apooinmeant Of Head In human Rights.	AR/Estt	5.12.16	VC	5.Dec	For approval