

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	-	Extension of Mr. Jitendra Mishra & Ms. Rachna Singh for Ph.D Thesis Submission	FO	07.12.2016	COE Office	13/12/2016	-
2	9722/R	Financial Support for Conference Participation (Dr. Jay Shankar Singh, DEM/SES)	FO	07.12.2016	FO	13/12/2016	Please Discuss
3		LUSCON-2016-17 (Convener: Dr. Naveen Kumar Arora)	Convener, LUSCON	07.12.2016	Convener, LUSCON	13/12/2016	Where is the Original file?
4	9708/R	विश्वविद्यालय की स्वच्छता सेवाओं हेतु बजट -2017-18 एव 2018-19 - सेनिटेशन विभाग	FO	07.12.2016	FO	13/12/2016	Please Discuss
5	4289/R	Approval for Hiring of Taxi & Payments-Vehicle Section	FO	07.12.2016	FO	13/12/2016	अनुमोदित अगर नियमानुसार है
6	9470/R	Requirement of Chemicals /Glass/Plastic Wares-2016-17 (DAC)	FO	07.12.2016	FO	13/12/2016	Please Discuss
7	8111/R	JRF Fellowship of Ms. Deepti Singh, Research Scholar, DPS,SAS	FO	07.12.2016	FO	13/12/2016	अनुमोदित अगर नियमानुसार है
8	9425/R	Opening Bank A/C File-Ashoka Boys Hostel Extn.	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.

9	6980/R	JRF-Payment File (Mr. Amit Singh, Deptt of Economics)	FO	07.12.2016	FO	13/12/2016	अनुमोदित अंगर नियमानुसार है
10	8450/R	BBAU Voice 2016 (DIT)	FO	07.12.2016	FO	13/12/2016	अनुमोदित अंगर नियमानुसार है
11	8561/R	केंद्रीय पुस्तकालय अनुरक्षनिया कार्य 5(580)/2016 भाग-2	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
12	9674/R	ICSSR Project (field Work)-Dr. Surendra Meher, Deptt of Economics	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
13	9326/R	T/c TA Bills of Registrar Journey 09/09/16 New Delhi (Vigyan Bhawan)	FO	07.12.2016	FO	13/12/2016	Please discuss.
14	-	DST-SERB Grant of Dr. Jawahar Lal, DAC (Head: Manpower Salary {Project Fellow, Recurring Items-A)	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
15	7502/R	Remote Acess of e-recources (G B Library)	FO	07.12.2016	FO	13/12/2016	Ok if as per rules.
16	-	Head of Expenditure: Fellowship, Dr. Alok Kumar Singh, DST-Inspire Faculty, DAC	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
17	6650/R	Supply & Installation of MODULAR Kitchen in VC's Residence-5(263)/08	FO	07.12.2016	FO	13/12/2016	Needs Discuss.

18	8360/R	Yoga International Day "Workshop & Conference" + 5 Files(Reception Decoration & Stage Committee, Transporation & Accomodation Committee, Banner Memento, Referesh Committee, Publishing Committee)	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
19	3714/R	Purchase of Chemicals from DST Project-Dr. Gaurav Kaithwas, Deptt. Ph. Science	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
20	-	Repairing of CCTV Camera of Hon'ble VC's Residence (EO/BBAU/87)	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
21	-	Demonstration & Training (M/C) Payment-UIET + 4952/R Machnaical Workshop (CET)	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
22	-	Muffle Furnace (DES)	FO	07.12.2016	FO	13/12/2016	Yes as per rules.
23	-	Purchase of Photostate machine for COE Office (36)	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
24	9679/R	विश्वविद्यालय द्वारा प्रकाशित पुस्तको का क्रय-GBL	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
25	-	Imprest Money File-CPD	FO	07.12.2016	FO	13/12/2016	Please Discuss

26	8614/R	Print Journals and Magazines Year 2016-GBL	FO	07.12.2016	FO	13/12/2016	अनुमोदित अगर पूर्णतया नियमानुसार है
27	3545/R	Plantation work by G.B.S part II	FO	07.12.2016	FO	13/12/2016	Yes if strictly as per rules
28	-	Remuneration/Honorarium for Online Entrance Examination 2016 (Prof. Vipin Saxena, DCS)	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
29	-	Salary of SRF-UPCAR Funded Project (Prof. Sanjay Kumar, DAPS)	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
30	4185/R	केंद्रीय पुस्तकालय भवन के केंद्रीय वातानुकूलन संयन्त्र का संचालन- 5(462)/2014	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
31	-	Survey & Field Work 2016-17 DST-Centre For Policy Research (Dr. Venkatesh Dutta, DES)	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
32	-	Minutes of the Meeting of All Hostel Wardens of Girls Hostels DSW(W)	DSW (W)	07.12.2016	DSW (W)	13/12/2016	अनुमोदित अगर नियमानुसार है
33	-	43rd Meeting of Finance Committee-Finance Section	FO	07.12.2016	FO	13/12/2016	-
34	9726/R	हिन्दी संस्थान - हिन्दी प्रकोष्ठ	R	07.12.2016	Hindi Officer	13/12/2016	विमर्श करे

35	9599/R	Complaints lodged by the PG Students of DEM against DEM of the University (141/BBAU/SC/ST Cell/2016) + 8834/R Report regarding complain by some students of IV Sem of Environmental Micorobiology-DEM)	R	07.12.2016	R	13/12/2016	A-Please see & act accordingly.
36	8139/R	Degree Certificates (Part-II)	R	07.12.2016	R	13/12/2016	Why coming in
37	3402/R	Insurance Renewal for Vehicles	R	07.12.2016	R	13/12/2016	..... अनुमोदित अगर नियमानुसार है
38	3734/R	File for the purchase of Toner of Sharp Copier-DHR	FO	07.12.2016	FO	13/12/2016	Yes if as per rules.
39	-	104 Indian Science Congress-2017 (Prof. R.P. Singh, DES)	FO	08.12.2016	FO	13/12/2016	Yes as per rules.
40	3157/R	Canara Bank Relater Matters - 5(309)/10	FO	08.12.2016	FO	13/12/2016	Ok if as per rules.
41	3167/R	BPGS-2 (DLISc)	R	08.12.2016	R	13/12/2016	Ok, if as per rules.
42	9288/R	Malaysia Visit (Prof. B.S. Bhadauria, DAM)	R	08.12.2016	R	13/12/2016	Yes if as per rules.
43	9286/R	Wi- Fi for Ashoka Boys Hostel (Extn.)	Dr. Vipin Saxena	08.12.2016	Dr. Vipin Saxena	13/12/2016	Ok if as per rules.
44	8273/R	Credit Basis पर पेट्रोल/डीजल भरवाये जाने के संबंध में - Vehicle Section	FO	09.12.2016	FO	13/12/2016	Please Discuss

45	9190/R	Purchase of UV-VIS Spectrophotometer (Dr. Shikha, Asstt. Prof., DES) + 3128/R (Repair of Spectrophotometer, DES)	FO	09.12.2016	FO	13/12/2016	Please Discuss
46	-	Regarding list of Books from all Departments for API of Professor & Associate Professor	Rect. Cell	09.12.2016	Rect. Cell	13/12/2016	Ok
47	4899/R	SRF-Applications File (DMCJ)	R	09.12.2016	R	13/12/2016	-
48	8076/R	Ground Maintenance & Urgent Sports Equipment (Imprest Money)-Sports Section	Sports Section	09.12.2016	FO	13/12/2016	-
49	9091/R	Modernization Work in Guest House-5(571)/2016 Part-2	FO	09.12.2016	FO	13/12/2016	अनुमोदित अगर नियमानुसार है
50	4844/R	T/c PF of Shri Somesh Chandra, Section Officer, (Forwarding)	R	09.12.2016	R	13/12/2016	अनुमोदित अगर नियमानुसार है
51	-	Printing of Annual Accounts 2014-15, 2015-16-F.W./20015	FO	13/12/2016	FO	13/12/2016	-
52	6967/R	Hiring of Taxies 2016 Vehicle Section			R	13/12/2016	Yes if as per rules.
53	9382/R	60th Meeting of BOM Minutes 23/09/2016	R	13/12/2016	R	13/12/2016	-