

S.No	File.No	Subject	From whom Received	Received Date	Sent to		Remark
1	7812R	EARN WHILE LEARN SCHEME	VC	26.07.17	FO/arf/so i/SA/ARF /FO/	26.12.17	
2		HONORARIUM TO RCP COORDINATOR	rcp	10.10.17	fo/ARF/S OII/LDC/ ARF/FO/ RCP	26.12.17	CO-ORDI-RCP
3	3807R	SPOKEN ENGLISH PROGRAMME	RCP	11.10.17	fo/ARF/S OII/LDC/ ARF/FO/ ARF/SOI/ UDC	26.12.17	
4	3484R	Diesel for tractor	GBS	08.11.17	ANKIT/S O/ARF/F O	26.12.17	
5		REQUIREMENT OF MANPOWER	UIET	08.11.17	FO/ARF/S OI/SA/AR F/FO/DIR UIET	26.12.17	
6		FILE REGARDING HONORARIUM OF PROF PRITI SAXENA	DHR	08.11.17	ARF/SOII/ LDC/FO/S OII/UDC/ ARF/FO/S OI	26.12.17	

7	10681R	PURCHASE OF KIT FOR BOM MEMBERS MEETING SCHEDULED ON 22.07.17	R	16.11.17	ARF/SOI/ LDC/SO/ ARF/FO/ ARF/SOII/ ARF/SOI	26.12.17	
8	8894R	DR.JAVEED AHMAD BHAT	DPS	17.11.17	ANKIT/S O/ARF/F O/ARF/S OI	26.12.17	
9	10238R	GROUND WATER PROJECT DR. V. DUTTA	DES	21.11.17	SA/SO/A RF/FO/A RF/SOI/S A/SO/AR F	26.12.17	
10	390/dmcj /bbau	academic audit	VC	22.11.17	FO/ARF/S OII/LDC/S O/ARF/F O/SOII/C ASHIER	26.12.17	
11	11333R	PROCUREMENT OF e-RESOURCES	VC	24.11.17	FO/ARF/S OI/SA/AR F/FO	26.12.17	
12		HOSTEL FOR OBC BOYS AND GIRLS PART II	EE	28.11.17	CASHIER/ EE	26.12.17	
13	11240R	FILE REIMBURSEMENT RS.3500/- 58TH ANNUAL CONFERENCE (AMI-2017) NOV 16-19,2017 DR. SANGEETA SAXENA	R	28.11.17	FO/ARF/S OII/UDC	26.12.17	

14	10322R	Children Education Allowance SESSION 2017-18	R	28.11.17	SA/SO/A RF/FO/S OII/CASH IER	26.12.17	disposed off
15	4218R	AMC OF AIR CONDITIONER PART-III	EE	28.11.17	SA/SO/A RF/FO/S OI	26.12.17	
16	3324r	university liabrary (aspects)	r	28.11.17	sa/ARF/F O/SOI	26.12.17	
17		T/C VAHAN REPARING REGARDING FILE UP 32 CX 6091	AR(V)	29.11.17	UDC/FO/ ARF/SOI	26.12.17	
18	3285/DAC	REIMBURSEMENT OF DAC	VC	29.11.17	ARF/SO/ UDC/ARF /FO/ARF	26.12.17	
19	6927R	IMPREST MONEY FOR SPORTS SECTION	SS	30.11.17	ANKIT/S O/ARF/F O/SOII/C ASHIER	26.12.17	disposed off
20	5162R	PHARMACY COUNCIL OF INDIA (PROPOSAL LABORATARY FURNITURE)	DPS	30.11.17	SA/SO/A RF/FO/S OI/sa	26.12.17	
21	10721R	NATIONAL FELLOWSHIP FOR SCHEDULED CASTE (NFSC) NARINDER KUMAR	R	01.12.17	ANKIT/so /arf/FO/a nkit	26.12.17	
22	10720R	NATIONAL FELLOWSHIP FOR SCHEDULED CASTE (NFSC) ASHEESH KUMAR	R	04.12.17	ANKIT/so /arf/FO/ ANKIT	26.12.17	
23	624F	IMPREST MONEY FOR DAP (M.SC)		04.12.17	ARF/FO/a rf/SOI	26.12.17	

24		SERB-DST PROJECT (EQUIPMENT) DR JIWAN SINGH	des	04.12.17	SA/SO/A RF/FO/A RF/SOI/C ASHIER	26.12.17	
25		UGC-START UP RESEARCH GRANT (CONSUMABLE) DR. JIWAN SINGH	DES	04.12.17	SA/SO/A RF/FO/A RF/SOI/C ASHIER	26.12.17	
26		HONORARIUM DR.NEHA ANAND STUDENT COUNSELING CENTRE	DL	04.12.17	UDC/SO/ ARF/SOI/ LDC/FO/S OI	26.12.17	
27		SERB-DST PROJECT (CONTINGENCY) DR JIWAN SINGH	DES	05.12.17	SA/SO/A RF/FO/A RF/SOI/C ASHIER	26.12.17	
28		NEWSPEAPER PAYMENT REGARDING	DPR	05.12.17	FO/ARF/S OII/ARF/S OI	26.12.17	
29		मानवाधिकार विभाग की END SEMESTER EXAM MAY 2017 exam regarding rs.5000/- ki	dhr	05.12.17	udc/ARF/ FO/arf/S OI	26.12.17	
30	11310R	PF OF SHRI RAM GOPAL MTS (MALI)	R	05.12.17	UDC/SOI/ ARF/FO	26.12.17	
31	11311R	PF OF SHRI RAMESH CHANDRA RAWAT	R	05.12.17	UDC/SOI/ ARF/FO	26.12.17	
32	11227R	INDIAN POLITICAL ECONOMIC ASSOCIATION (IPEA)-21ST ANNUAL CONFERENCE AT IIT,NEW DELHI (DURING 8TH-9TH DEC 2017, PROF SANATAN NAYAK	R	05.12.17	FO/ARF/S OII/UDC	26.12.17	
33	6488R	PF OF SHRI BHANDARI LAB ASSISTANT GROUP-C	R	05.12.17	UDC/SOI/ ARF/FO	26.12.17	

34	11312R	SHRI SATGUR DAYAL MTS (PEON)	R	05.12.17	UDC/SOI/ ARF/SOI/ FO	26.12.17	
35	11274R	STUDY TOUR REIMBURSMENT FILE (M.SC.ZOOLOGY)	R	05.12.17	ARF/SOII/ ANKIT/A RF/FO/A RF/SOI	26.12.17	
36	11309R	PF OF SHRI RAM VILAS	R	05.12.17	UDC/SOI/ ARF/FO	26.12.17	
37	3241R	PF OF MOHD. ARIF (PEON) MTS	R	05.12.17	UDC/SOI/ ARF/FO	26.12.17	
38	11314R	PF OF SHRI BRIJ MOHAN MTS (PEON)	R	05.12.17	UDC/SOI	26.12.17	
39	8811R	PF OF SHRI SURESH CHANDRA MTS (CHOWKIDAR)	R	05.12.17	UDC/SOI	26.12.17	
40	4707R	PF OF SHRI S K GOEL (EE)	R	05.12.17	UDC/SOI/ ARF/FO	26.12.17	
41	6781R	DR. SHIV SHANKAR CONTINGENCY	des	07.12.17	SA/SO/A RF/FO/A RF/SOI/C ASHIER	26.12.17	
42	6639R	Shiv shankar UPCST Proj. FELLOWSHIP	des	07.12.17	SA/SO/A RF/FO/A RF/SO	26.12.17	
43	3231R	ETIOS DIESEL UP 32 FR 5768	AR(V)	08.12.17	UDC/FO/ ARF/SOI	26.12.17	
44	3509/DAC	REQUIREMENT OF THE DAC (CONSOLIDATED FILE)	DAC	08.12.17	FO/ARF/S OI	26.12.17	
45	9679R	UNIVERSITY PRAKASIT PUSTAKO KA KRAY	lib	11.12.17	fo/ARF	26.12.17	

46	10824R	LTC DR DHIRENDRA PANDEY DIT	R	11.12.17	ANKIT/S O/ARF/F O/ARF/S OI	26.12.17	
47		BREAK DOWN (ELECTRICAL JAUTT) URGENT REPAIRING	AE(E)	11.12.17	SA/SO/A RF/FO	26.12.17	
48	9901R	PF OF RUDRA PRASAD SAHOO ASSISTANT DIRECTOR CUM LECTURER CSSEIP	VC	12.12.17	FO/R	26.12.17	
49		HONORARIUM & TA ENTRANCE TEST-2017/BBAU DR. BC YADAV	DAP	12.12.17	FO/ARF/S OI	26.12.17	
50		NON NET FELLOWSHIP TO JRF FELLOWSHIP SHAILENDRA SINGH	SOCIOLOGY	12.12.17	ANKIT/A RF/FO/A NKIT	26.12.17	
51		SANCTION FOR NEWS PAPER	DMCJ	12.12.17	UDC/SO/ ARF/FO/ ARF/SOI	26.12.17	
52	10764R	MQU TO BE SIGNED AMONGST CENTRAL UNIVERSITIES MHRD AND UGC	R	12.12.17	FO/ARF/S OI	26.12.17	
53	8903r	pf of servjeet mts	DR(E)	13.12.17	FO/ARF/S OI	26.12.17	
54	4573R	DST-CENTER FOR POLICY RESEARCHFIELD VISIT& WORKSHOP	DST-CPR	14.12.17	FO/HEAD DST-CPR	26.12.17	
55	3806R	COMPUTER COCHING PROGRAEME	RCP	14.12.17	FO/ARF/S OI	26.12.17	
56	6390R	BIBEKANAND NAYAK HIRING SERVICES /MRP-ICSSR	CSSEIP	14.12.17	SA/ARF	26.12.17	
57	4412R	BIBEKANAND NAYAK FIELD WORK/MRP-ICSSR	CSSEIP	14.12.17	SA/ARF	26.12.17	
58	6391R	BIBEKANAND NAYAK SALARY OF PROJECT STAFF	CSSEIP	14.12.17	SA/SO/A RF	26.12.17	

59		IMPREST MONEY FOR SOCIOLOGY	SOCIOLOGY	14.12.17	ankit/AR F/FO/ARF /soii/	26.12.17	
60		OFFICE ACCESSORIES FILE	ABH	18.12.17	SA/SO/A RF/FO	26.12.17	
61		SALARY FILE FOR RCA CONTRACTUAL STAFF	RCA	18.12.17	FO/ARF/S OI/SA	26.12.17	
62	10456R	ACADEMIC ACTIVITIES OF PROF SANJAY KUMAR	DAPS	19.12.17	FO/ARF	26.12.17	
63	3303/DA C/17	PURCHASE OF GLASSWARES CHEMICALS FROM CONSUMABLES DST-SERB PROJECT DR. JAWAHAR LAL	DAC	21.12.17	SA/SO/A RF	26.12.17	
64		CHEMICALS ETC	DES	21.12.17	FO/HEAD DES	26.12.17	
65	10693R	IMPREST MONEY FOR USIC	USIC	21.12.17	ANKIT/A RF	26.12.17	
66	6111R	PART TIME MEDICAL ATTENDANT APPOINTMENT OF CONTACT BASIS	R	22.12.17	ARF/SOI/ CASHIER	26.12.17	
67		COE SECTION REGUREMENT		22.12.17	FO/DR(ST ORE)	26.12.17	
68	11156R	PRINTING OF ANNUAL REPORT 2016-17	RSO	22.12.17	FO/RSO	26.12.17	
69		SCHOOL FOR HOME SCIENCE (FOOD SCIENCE & TECHNOLOGY) PURCHASE OF PLASTICWARE, CHEMICALS GLASSWARE	R	22.12.17	FO/HOD. HD&FS	26.12.17	
70	4185R	CENTRAL LIBRARY AC PLANT	EE	22.12.17	FO/ARF	26.12.17	
71	11567R	SHRI SALAHUDDIN KHAN (STENO)	R	22.12.17	FO/ARF/S OI/UDC	26.12.17	
72	8301R	MEDICAL REIMBURSEMENT FILE (CSSEIP EMPLOYEES)	R	22.12.17	FO/ARF/S O	26.12.17	
73	10243R	PF OF KM. BHUMIKA RANJAN	R	22.12.17	FO/ARF/S OI/UDC	26.12.17	

74	6560R	DST-SERB MAJOR RESEARCH PROJECT DR. RAM NARESH BHARAGAVA	R	22.12.17	FO/ARF/SOI	26.12.17	
75	11210R	LTC OF PAWAN KUMAR CHAURASIA	R	22.12.17	FO/ARF/SOI/ANKIT	26.12.17	
76		HONORARIUM FOR RESOURCE PERSON OF RCA	RCA	22.12.17	FO/ARF/SOI	26.12.17	
77	3779r	purchase of postal stamp	dispatch	22.12.17	FO/ARF/SO	26.12.17	
78	11127R	EDUCATION DAY,2017 BBAU		22.12.17	ANKIT/ARF	26.12.17	
79	9996R	SHIKHA TRIPATHI ICSSR FELLOWSHIP FILE	R	22.12.17	ANKIT/FO/HOD/DRM	26.12.17	
80	11143R	T/C PF LTC OF SHRI V K TRIPATHI JE ENGINEERING SECTION	ESTT	22.12.17	FO/ARF/SOI/ANKIT	26.12.17	
81		DESKTOP (02 NOS) FOR DES	DES	22.12.17	FO/DR(STORE)	26.12.17	
82	11564R	PAYMENT FILE UPS BATTERY	DRM	22.12.17	F/ARF/SOI	26.12.17	
83	11550R	OF ECONOMIS EPWRF	R	22.12.17	FO/ARF/SOI/CASHER	26.12.17	disposed off
84	10446R	MEDICAL REIMBURSEMENT FOR NON-TEACHING STAFF	R	26.12.17	ANKIT	26.12.17	
85		PROF. SANATAN NAYAK ICSSR RESEARCH PROJECT HEAD: B FIELD COST	BY HAND	26.12.17	FO/DEO	26.12.17	BY HAND PROF.SANATAN NAYAK
86		HEAD: C CONTEINGENCY SANATAN NAYAK	BY HAND	26.12.17	FO/DEO	26.12.17	BY HAND PROF.SANATAN NAYAK

87	9763R	CHEMICALS AND GLASSWARE ,DST-SERB DR. VENKATESH KUMAR R	VC	26.12.17	ARF	26.12.17	
88		FILE MISCELLANEOUS EXPENDITURE IN BBAU SATELITE CAMPUS AMETHI	OSD AMETHI	26.12.17	ARF	26.12.17	
89	11584R	UPDATION OF CLASSROOM/LABORATORY	DAP	26.12.17	SA	26.12.17	
90	11585R	ADVANCE FOR REPAIR/MAINTENANCE FOR LABORATORY/CLASSROOM	DAP	26.12.17	SA	26.12.17	
91	10895R	ADVANCE ADJUSTMENT FOR 62ND ACADEMIC COUNCIL & MEETING	R	26.12.17	UDC	26.12.17	
92	11338R	NON NET FELLOWSHIP AMOUNT AND ADJUSTMENT FROM RGNF ALOK KUMAR	R	26.12.17	ANKIT	26.12.17	
93	11033R	T/C PF OF PROF NMP VERMA LTC	R	26.12.17	ANKIT	26.12.17	
94	5630R	PF OF DR.RAHUL VARSHNEY	R	26.12.17	UDC	26.12.17	
95	11237R	MANPOWER REQUIREMENT FOR DEM	R	26.12.17	FO	26.12.17	
96		DBT PROJECT LAMINAR FLOW	DBT	26.12.17	FO	26.12.17	
97	9319R	DR.MADHURKAR SAXSENA (DST-NPDF)OVERHEAD GRANT	DBT	26.12.17	SA	26.12.17	
98		CONVOCATION DRESS FOR STUDENTS DR.NEETU SINGH	BY HAND	26.12.17	FO	26.12.17	
99	8129R	INAUGRAL STONE OF BOTANICAL GRADEN	EE	26.12.17	SA	26.12.17	
100		PROPOSAL FOR INSTALLATION OF WATER FACILITY FOR STUDENTS AT THE UNIVERSITY PLAY GROUND	EE	26.12.17	FO	26.12.17	
101	8642R	TC PURCHASE OF RACK ETC FOR ELECTRICAL STORE	AE(E)	26.12.17	SA	26.12.17	
102	9846R	CCTV CAMERA REQUIREMENT FOR REGISTRAR OFFICE FINANCE OFFICE AND COE OFFICE	EE	26.12.17	SA	26.12.17	
103		ARRANGEMENT OF CARPET/ FURNITURE FOR PRESIDENT VISIT ON 15/12/2017	EE	26.12.17	SA	26.12.17	
104	11578R	IMPREST MONEY FOR DHD&FS	R	26.12.17	FO	26.12.17	
105		PRECHA GRAH ANURACHADI WORK	EE	26.12.17	SA	26.12.17	