

S.No	File.No	Subject	From whom Received	Received Date	Sent to		Remark
1		PAYMENT OF GUEST FACULTY DR.NAVALDEY BHARTI (APRIL,MAY-2017)	VC	08.11.17	ARF/SOII/ LDC/ARF/ FO/arf	04.12.17	
2		DST-SERB GRANT OF DR JAWAHAR LAL HEAD: MANPOWER SALARY (PROJECT FELLOW, RECURRING ITEMS-A	DAC	16.11.17	SA/SO/A RF/FO/vc	04.12.17	
3	8894R	DR.JAVEED AHMAD BHAT	DPS	17.11.17	ANKIT/S O/ARF	04.12.17	
4		IMPREST MONEY FOR DAPS (HORTI)	DAPS	23.11.17	ANKIT/S O/ARF/F O/ARF/S OII/CASH IER	04.12.17	disposed off
5	10753R	CAUTION MONEY FOR M.SC LIFE SCIENCE	R	24.11.17	ANKIT/S O/ARF/F O/ARF/S OII/CASH IER	04.12.17	disposed off
6	7651R	IMPREST FOR AE(E) VISHAL SINGH	AE(E)	27.11.17	ANKIT/S O/ARF/fo	04.12.17	
7	1069/AB H/17	REIMBURSEMENT OF EXPENDITURE	ABH	28.11.17	SOII/ANK IT/SOII/A RF	04.12.17	
8	10755R	DR.SUDIPTA SAHA DST SERB PROJECT CHEMICALS	PHARMA	28.11.17	SA/SO/A RF	04.12.17	

9	11179R	LTC FOR DR SANGEETA SAXENA	R	28.11.17	ANKIT/S O/ARF/F O/DR(E)	04.12.17	
10	6992R	Medical reimbursement(Retired Employee) VOL-I	R	28.11.17	ANKIT/S O/ARF/fo	04.12.17	
11	10961R	fellowship by national council of rural INSTITUTE HYDERABAD STUDENTS OF MASS COMMUNICATION AND JOURNALISM BY ASHISH KUMAR ,HARSHALI ARORA	DMCJ	28.11.17	ANKIT/S O/ARF/fo	04.12.17	
12		REIMBURSEMENT OF RESIDENTIAL TELIPHONE/MOBILE OF FACULTY/OFFICER	AR(T)	28.11.17	UDC/arf	04.12.17	
13		MAINTENANCE OF HR FARMS BBAU	DAPS	29.11.17	ARF/SOII/ CASHIER	04.12.17	disposed off
14	11238R	OPEN PH.D VIVA-VOCE EXAM MR. NARENDRA GUPTA RESEARCH SCHOLAR	SOCIOLOGY	29.11.17	ARF/SOII/ UDC	04.12.17	
15	11195R	PUBLIC ADMINISTRATION EXTERNAL MEMBER FOR VIVA-VOCL FOR THE EXAM	SAS	29.11.17	ARF/SOII/ UDC	04.12.17	
16		IMPREST MONEY FOR FINANCE SECTION	ps-fo	29.11.17	ARF/FO/a rf/soii/ca shier	04.12.17	disposed off
17	3285/DAC	REIMBURSEMENT OF DAC	VC	29.11.17	ARF/SO/ UDC	04.12.17	
18	9068R	PAY FIXATION OF TEACHERS UNDER CAS VENKATESH DUTTA	VC	29.11.17	ARF/SOII/ AR(E)	04.12.17	
19	11147R	ADVANCE FOR BOM	VC	29.11.17	ARF/SOII/ CASHIER	04.12.17	disposed off
20		DST-SERB PROJECT DR.VENKATESH KUMAR R PRINCIPAL INVESTIGETOR	ZOOLOGY	30.11.17	FO/ARF/	04.12.17	
21		MOOT COURT COMPETITION 6-8 JAN 2018	DHR	30.11.17	ARF/FO	04.12.17	CASHIER BY HAND

22		PAYMENT OF ELECTRICITY BILL OF BBAU SATELLITE CAMPUS AMETHI	VC	30.11.17	ARF/osd	04.12.17	
23	10700R	DIGITAL SIGNATURE OF THE REGISTRAR AND CONTROLLER OF EXAMINATION FOR POST MATRIC SCHOLARSHIP	R	01.12.17	ANKIT/F O/AR(SC/ ST) CELL	04.12.17	
24		HOSPITALITY EXPENSES OF RSO OFFICE	RSO	01.12.17	ARF/RSO	04.12.17	
25		HONORARIUM FOR RESOURCE PERSON OF RCA	RCA	04.12.17	UDC	04.12.17	
26	10248R	DBT PROJECT PROF RAM CHANDRA OPTIMIZATION OF POST METHANATED DISTILLERY EFFLUENT	DEM	04.12.17	SA	04.12.17	
27	HOD/DA C/40	REQUIREMENTS FOR LAB	STORE	04.12.17	FO	04.12.17	
28	10720R	NATIONAL FELLOWSHIP FOR SCHEDULED CASTE (NFSC) ASHEESH KUMAR	R	04.12.17	ANKIT	04.12.17	
29		REFILL OF COLOR TONER HP LASER JET (1 SET) DEPT-HD & FS		04.12.17	FO	04.12.17	
30		PURCHASE OF CCTV CAMERA SURVEILLANCE SYSTEM	STR	04.12.17	FO/VC	04.12.17	
31	7650R	प्रेक्षाग्रह अनुरक्षणीय कार्य	EE	04.12.17	SA	04.12.17	
32	624F	IMPREST MONEY FOR DAP (M.SC)		04.12.17	ARF	04.12.17	
33		ICNN-2017 DR. BAL CHANDRA YADAV (BC YADAV)	DAP	04.12.17	ARF	04.12.17	
34	10907R	DUTY GUIDE LINES AND FUNCTIONING OF REGULAR MEDICAL OFFICERS IN HEALTH CENTRE,BBAU	HEALTH CENTRE	04.12.17	VC	04.12.17	
35	7315R	PURCHASE OF TONER FOR VC SECT		04.12.17	VC	04.12.17	
36	11223r	spss-RESEARCH METHODOLOGY WORKSHOP ta and guest house resource person	vc	04.12.17	conv-drm	04.12.17	by hand dr. ramesh
37		PURCHASE OF STATIONARY ITEMS FOR BOM MEETING HELD ON NOVEMBER, 2017	VC	04.12.17	DR (STORE)	04.12.17	
38	7902R	COLOURING/FINISHING OF CEMENTED POTS/PLANTS P-2	VC	04.12.17	SOII/CAS HIER	04.12.17	disposed off
39		university film media centre	vc	04.12.17	dir.media centre	04.12.17	
40		SERB-DST PROJECT (EQUIPMENT) DR JIWAN SINGH	des	04.12.17	sa	04.12.17	
41		SALARY (DBT PROJECT) DR DEVESH KUMAR	DAP	04.12.17	sa	04.12.17	

42		UGC-START UP RESEARCH GRANT (CONSUMABLE) DR. JIWAN SINGH	DES	04.12.17	SA	04.12.17	
43		HONORARIUM DR.NEHA ANAND STUDENT COUNSELING CENTRE	DL	04.12.17	UDC	04.12.17	
44	11113R	white board & notice board purchase file	STORE	04.12.17	SA	04.12.17	
45	7370R	BOOK-STOPPERS	STORE	04.12.17	SA	04.12.17	
46		SALARY FILE FOR RCA CONTRACTUAL STAFF	RCA	04.12.17	FO	04.12.17	
47		shifting of lab equipment usic	USIC	04.12.17	FO	04.12.17	
48	10287R	MR. RAJVARDHAN,PH.D.SCHOLAR ICSSR FELLOWSHIP	LAW	04.12.17	ANKIT	04.12.17	
49	10485R	T/C PF OF SHRI RAMESH CHANDRA PANDAY (LTC)	R	04.12.17	ANKIT	04.12.17	