

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1		ONE DAY NATIONAL CONFERENCE ATAL VEHARI BAJPEYI CHINTAN AND SAMVADH	DEM	20.11.18	SOII/ankit/ FO/SOII/C ASHIER/A RF	13.12.18	
2	4086R	CAUTION MONEY FILE ACAD SECTION	R	26.11.18	ANKIT/FO	13.12.18	
3		ADVANCE FOR SPORT ACTIVITY FESTIVAL FOR UNIVERSITY HEALTH CENTRE	OSD	26.11.18	FO/ARF/S OII/ARF/S OII/ANKIT/ fo/arf/SOI /CASHIER	13.12.18	
4		DBT-CONTINGENCY RELATED FILE DR.ABHA MISHRA (PI) DEPT.ZOOLOGY	ZOOLOGY	28.11.18	SA/fo/arf/ SOI/cashie r	13.12.18	
5	17050r	avashi dur bhasha/mobile praipurti hetu	r	03.12.18	fo/arf/soll /UDC	13.12.18	
6	15080R	SCHOOL FOR MANAGEMENT STUDIES DEPARTMENT OF RURAL MANAGEMENT SBBT PHASE-III WORKS IN COMPUTER LAB ENGINEERING SECTION	EE	05.12.18	SA/FO	13.12.18	
7		PROCTOR OFFICE TO PROCURE REMAIN STUDENT DENTITY CARDS	VC	10.12.18	FO/arf/SOI /SA	13.12.18	
8	4616R	PF OF DR. S VICTOR BABU	IAO	10.12.18	FO/arf/SOI /UDC	13.12.18	
9	6111R	PART TIME MEDICAL ATTENDANT APPOINTMENT OF CONTACT BASIS	R	10.12.18	udc/FO	13.12.18	
10	6560R	DST-SERB MAJOR RESEARCH PROJECT DR. RAM NARESH BHARAGAVA	R	10.12.18	SA/FO	13.12.18	
11		purchase of minor equipments for dr. suman mishra	ZOOLOGY	11.12.18	fo/arf/SO/ SA	13.12.18	

12	17044R	ONE DAY NATIONAL SYMPOSIUM HUMAN RIGHTS IN 21ST CENTURY: NATIONAL AND INTERNATIONAL PERSPECTIVE ON 18TH DECEMBER 2018 DHR	BY Hand	11.12.18	FO/arf/soi/cashier	13.12.18	
13	12197R	TRAVEL-DST-SERB PROJECT DR. RN BHARGAVA	dem	11.12.18	FO/arf/soi/cashier	13.12.18	
14	8587R	SUMERSIBBLE/TUBWELL PUMP REPAIRING WORK	EE	12.12.18	fo/ARF/SOI	13.12.18	
15	13021R	GUNNER OF PAYMENT PART=II	VC	12.12.18	FO/ARF/SOI	13.12.18	
16		FELLOWSHIP NPDF ATUL KUMAR UPADHYAY	VC	12.12.18	ARF/CASHIER	13.12.18	
17	12229R	PAYMENT OF ELECITRICITY BILL OF BBAU SATELLITE CAMPUS AMETHI	OSD	12.12.18	FO/UDC/fo	13.12.18	
18	12093R	ENGAGEMENT OF RETIRED SENION PROFESSOR IN UIET	by hand aript pandey	13.12.18	iao	13.12.18	
19	5898R	OLT FILE	vc	13.12.18	fo	13.12.18	
20	13074R	MAINTENANCE OF EQUIPMENT (NANO PLUS PARTICLE SIZE ANALSZER)	pharma	13.12.18	sa	13.12.18	
21	2524F	TA BILL VC SIR	VC	13.12.18	udc	13.12.18	
22	7465R	PAYMENT OF LETTER PAD ETC	VC	13.12.18	udc	13.12.18	
23	12791R	T/C PF LTC OF DR. SUDIPTA SAHA	IAO	13.12.18	FO	13.12.18	
24	8745R	INDOOR HT/LT MAINTENANCE WORKS	IAO	13.12.18	FO	13.12.18	
25	8694R	ELECTRICAL MAINTENANCE WORK OF HOSTELS 5(45)	VC	13.12.18	FO	13.12.18	
26	14094R	PURCHASE OF CONSUMABLES DR. SUNIL BABU GOSIPATALA PI	VC	13.12.18	ARF	13.12.18	
27	3838R	SERVICING OF AGRICULTURAL EQUIPMENT	VC	13.12.18	FO	13.12.18	
28	8924R	DR. SANGEETA YADAV -SERB-DST	IAO	13.12.18	FO	13.12.18	
29	8426R	MAINTENACE OF CENTRAL LIBRARY	VC	13.12.18	FO	13.12.18	
30	15086R	INSTALLATION OF EPABX MACHINE IN AMBEDKAR BHAWAN	STR	13.12.18	SA	13.12.18	
31	17018r	REFLING OF 88A TONER	STR	13.12.18	FO	13.12.18	

32		ANNUAL ACCOUNTD 2017-18 PRINTING WORK OF ANNUAL ACCOUNTS 2017-18`	BY HAND	13.12.18	FO/VC	13.12.18	
33	15072R	honorarium to guest faculty cyber security course (evening)	VC	13.12.18	FO	13.12.18	
34	18001R	FILE OF SANITATION SERVICES OSD AMETHI	R	13.12.18	FO	13.12.18	
35	18000R	FILE OF SECURITY SERVICES OSD AMETHI	R	13.12.18	FO	13.12.18	
36	18002R	FILE OF MANPOWER SERVICES OSF AMETHI	R	13.12.18	FO	13.12.18	
37	16094R	ADVANCE FOR BOOKS FOR ESTABLISHMENT SECTION SHRI B S SANI	R	13.12.18	UDC	13.12.18	
38	6992R	Medical reimbursement(Retired Employee)	R	13.12.18	ANKIT	13.12.18	
39	10446R	MEDICAL REIMBURSEMENT FOR NON-TEACHING STAFF	R	13.12.18	ANKIT	13.12.18	
40		GUEST FACULTY PAYMENT BILL FILE FOR FINANCE SECTION OCT,NOV-2018	FW	13.12.18	FO	13.12.18	
41	12204R	INSTALLATION OF LABORATRY SINK	EE	13.12.18	FO	13.12.18	
42	17098R	EMD RELEASE AGAINST THE EQUIPMENTS PURCHASED DR. G SUNIL BABU	VC	13.12.18	FO	13.12.18	
43		IMPREST MONEY FOR BIO	BIO	13.12.18	ANKIT	13.12.18	