

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	9641R	PROPOSAL FOR TOURISM & WELLNERS CONFERENCE	PHARMA	15.11.18	ARF/SOII /ANKIT/ARF/FO	26.12.18	
2		REPAIRING OF LAB EQUIPMENT (DAPS) HORTICULTURE	R	16.11.18	UDC/FO/ARF/SOII /CASHIER	26.12.18	
3	8703R	MEDIACL REIMBURSEMENT FILE NON-TEACHING BILLS	R	22.11.18	ANKIT/FO /IAO	26.12.18	
4		ADVANCE 2018 SEMESTER EXAMINATION PRACTIAL	DIT	04.12.18	UDC/FO/ARF/SOII /CASHIER	26.12.18	
5		RAMALINGASWAMI PROJECT (CONSUMABLES) DR. PANKAJ KUMAR ARORA	BY HAND PANKAJ ARORA	04.12.18	SOI/SA/ARF	26.12.18	
6		ONLINE ENTRANCE TEST 2018	IAO	05.12.18	FO/ARF/SOI/SA/ARF	26.12.18	
7	12716R	PUCHASE THROUGH CARD PAYMENT	VC	05.12.18	FO/ARF/SOII/ANKIT/ARF/FO	26.12.18	
8	11665r	ugc start up project of dr. pankaj kumar arora	dem	05.12.18	fo/arf/SOI/SA/ARF	26.12.18	
9	8486R	PURCHASING OF PLUMBING GOODS PART-II 5(475)/2016	R	07.12.18	SAI/fo	26.12.18	
10	9531R	REFUND OF FEES VOLII	R	07.12.18	ANKIT/ARF/FO	26.12.18	

11	5898R	OLT FILE	vc	13.12.18	fo/ARF/S OI/SA	26.12.18	
12	7465R	PAYMENT OF LETTER PAD ETC	VC	13.12.18	udc/FO/A RF/SOII/C ASHIER	26.12.18	
13	3838R	SERVICING OF AGRICULTURAL EQUIPMENT	VC	13.12.18	FO/ARF/S OII/UDC	26.12.18	
14	15072R	honorarium to guest faculty cyber security course (evening)	VC	13.12.18	FO/ARF/S OII/UDC	26.12.18	
15	6992R	Medical reimbursement(Retired Employee)	R	13.12.18	ANKIT/AR F/FO	26.12.18	
16	10446R	MEDICAL REIMBURSEMENT FOR NON-TEACHING STAFF	R	13.12.18	ANKIT/ar f/fo	26.12.18	
17		IMPREST MONEY FOR BIO	BIO	13.12.18	ANKIT/AR F/FO/ARF /SOII/CAS HIER	26.12.18	
18		ADJUSTMENT FILE/BILL REIMBURESMENT FILE FOR PAYMENT	DAAS	14.12.18	UDC/ARF /FO	26.12.18	
19	7141R	PF OF DR. SANDHYA GIHAR	R	14.12.18	FO/ARF/S OI/UDC	26.12.18	
20	15087R	PURCHASE OF WHITE BOARD FOR THE DEPTT. OF PUBLIC ADMINISTRATION & ECONOMICS	STR	14.12.18	SA/arf/fo /ARF/SOI	26.12.18	
21	915F	IMPREST MONEY FOR D.PH.S	PHARMA	14.12.18	ANKIT/AR F/FO	26.12.18	
22	7404r	Institutional ethics committee	R	18.12.18	UDC/ARF /FO	26.12.18	
23	4185R	CENTRAL LIBRARY AC PLANT	R	18.12.18	ARF/SOI/ sa	26.12.18	

24	11331R	CAUTION MONEY (PART-II)	R	18.12.18	ANKIT/arf/FO	26.12.18	
25	12645R	RELEASE OF RCA CONTRACTUAL STAFF SALARY + ONE FILE	RCA	18.12.18	FO/ARF/SOI/SA	26.12.18	
26		IMPREST MONEY FILE FOR CPD	CPD	18.12.18	ANKIT/ARF/FO	26.12.18	
27		DD AND CHALLAN COPY DETAILS OF 8TH CONVOCATION DD REGARDING FILE	coe	18.12.18	ARF/SOI/CASHIER	26.12.18	
28	4086R	CAUTION MONEY FILE	VC	19.12.18	ARF/SOII/cashier	26.12.18	
29		PROJECTOR REPAIRING FILE OF DZ	DZ	19.12.18	SA/ARF	26.12.18	
30	6111R	PART TIME MEDICAL ATTENDANT APPOINTMENT OF CONTACT BASIS	VC	19.12.18	ARF/SOI/CASHIER	26.12.18	
31	12528R	SUPPLY OF CARPENTRY GOODS FOR HOSTELS AND MISCELLANEOUS MAINTENANCE WORKS OF BBAU BUILDINGS	VC	19.12.18	FO/ARF/SOI/SA	26.12.18	
32		LLM MANVADHIKAR VEBHAG KE BEDHYARTHI KE SODH-NEBAND KE MULYANKAN HETU BAHAR KE PARICHKO KE BILL FORM PAYMENT KE SAMBAND ME PATRAVALI	VC	19.12.18	ARF/SOII/cashier	26.12.18	
33	15080R	SCHOOL FOR MANAGEMENT STUDIES DEPARTMENT OF RURAL MANAGEMENT SBBT PHASE-III WORKS IN COMPUTER LAB ENGINEERING SECTION	VC	19.12.18	FO/ARF/SOI	26.12.18	
34	18047R	DISSERTATION PROJECT WORK REMBURSMENT II YASH KAUR SINGH	R	19.12.18	ANKIT/ARF/FO	26.12.18	
35	3401R	REGUEST FOR MOSQUITO NETTING TO COVER WINDOUS OF CGH	VC	19.12.18	FO/ARF/SOI/SA	26.12.18	
36	8745R	INDOOR HT/LT MAINTENANCE WORKS	VC	19.12.18	ARF/SOI/CASHIER	26.12.18	

37	10753R	CAUTION MONEY MSC LIFE SCIENCE	R	19.12.18	ANKIT/AR F/FO	26.12.18	
38		CONTINGENCY FILE FOR DR. RAM CHANDRA	DBT	20.12.18	FO/ARF/S OI	26.12.18	
39	3920R	landline/fwll bill payment of VCS&Camp office	R	21.12.18	FO/ARF/ UDC/fo/c ashier	26.12.18	
40	16051R	RESOURE OPERSONE BILLS OCT-2018 DR. PREETI SINGH , MS. TRIPTI RAO	UIET	21.12.18	FO/ARF/S OII/UDC	26.12.18	
41		THE 63RD INDIAN LIBRARY ASSOCIATION CONFERENCE	DLIS	21.12.18	ARF/SOII /ANKIT	26.12.18	
42	18057R	T/C PF LTC OF VIVEK NATH TRIPATHI	R	21.12.18	ANKIT/AR F/FO	26.12.18	
43		ADJUSTMENT OF DEBIT CARD FOR ABH	DSW	21.12.18	ANKIT/AR F/FO	26.12.18	
44	12826R	CAPITAL MAINTENANCE OF AMBEDKAR STUDIES + 5(689)/18	EE	21.12.18	FO/ARF/S OI	26.12.18	
45	4876R	SUPPLY OF ELECTRICAL GOODS	ee	24.12.18	soi/SA	26.12.18	
46	11118r	allotment of main auditorium	r	24.12.18	soi/UDC	26.12.18	
47	8165R	236/GATE SCHOLARSHIP (NEHA YADAV)	VC	24.12.18	ARF/SOI/ CASHIER	26.12.18	
48		IMPREST MONEY FOR COE OFFICE (CONFEDINTIAL WORK)	VC	24.12.18	ARF/SOII /CASHIER	26.12.18	
49	6919R	PURCHASING OF FYM	BY HAND	26.12.18	FO/HI	26.12.18	
50	15039R	LAPTOP PURCHASE OF ASHISH RASTOGI DRF (PAYMENT REGARDING FILE)		26.12.18	ARF/SOI/ CASHIER	26.12.18	
51	6791R	P.F.OF PROF SARTIK BAGH.	r	26.12.18	fo	26.12.18	
52	9449R	DIESEL FOR DG SET AMETHI CAMPUS	r	26.12.18	fo	26.12.18	
53	16059R	T/C PF LTC OF SHRI MOHD. MOBEEN (SA)	r	26.12.18	fo	26.12.18	

54	18039r	ugc non net fellowship file (payment) 18-19 batch economics	r	26.12.18	ankit	26.12.18	
55		PERMISSION OF M.PHARM (PHARMACOLOGY/PHARMACUTICAL REGISTRATION LINE ON PCI PORTAL	VC	26.12.18	FO	26.12.18	
56		IMPREST MONEY FOR DLIS	VC	26.12.18	FO	26.12.18	
57	12677R	PURCHASE/MAINTENANCE OF PHOTOCOPIER MACHINE & COLOUR PRINTER	VC	26.12.18	ARF	26.12.18	
58	13075R	PRINTING OF EXAMINATION FORM	VC	26.12.18	ARF	26.12.18	
59	10772R	PROJECT ASSISTANT MOHD ADIL SIDDIQUE	VC	26.12.18	ARF	26.12.18	
60	16097R	NATIONAL FELLOWSHIP AND SCHOLARSHIP FOR HIGHER EDUCATION M/S SMRITI SINGH	VC	26.12.18	ARF	26.12.18	
61		FILE FOR AUDIT OBSERVATION REGARDING IRREGULAR PAYMENT OF MONTHLY ALLOWANCES IN THE NAME OF HONORARIUM	FO	26.12.18	R	26.12.18	
62	7310r	creation sanction of new post for health centre nov 2015		26.12.18	DRE	26.12.18	
63	9499R	SHIFTING OF ELECTRICAL SUPPLY SYSTEM FOR AMETHI CAMPUS		26.12.18	FO/SA(L)	26.12.18	