

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	3465 R	Transfer & Posting Part -3	PIC/Estt	6.1.16	AR/Estt	2/Feb	For dispatch the order
2	6095 R	RTI Correspondence.	DR/RTI	19.1.16	VC	2/Feb	For Approval
3	7874 R	Charge of Education, Dr. Hari Sankar	Dean SOE	28.1.16	AR/Estt	2/Feb	By hand harishankar singh
4	7809 R	Engagement of OUT SOUSING person in Health Center 2016	VC	1.2.16	AR/Estt	2/Feb	For need full.
5	7852 R	General Coresspondance R.T.I. Cell.	VC	1.2.16	DR/Legal	2/Feb	For need full.
6	7808 R	Requirment of Guest Faculty.	VC	1.2.16	AR/Estt	2/Feb	For need full.
7	6313 R	Medical Advance of Dr. Narendra Kumar, DES	VC	1.2.16	AR/Estt	2/Feb	For need full.
8	7144 R	PF of Dr. Salini Chandra. Asstt. Prof. DCS.	PIC/Estt	1.2.16	PIC/Estt	2/Feb	For need full.
9	5020 R	Requirment of Guard/ Extra Guard...	VC	1.2.16	VC	2/Feb	For approval
10	6818 R	Appointmeant of Heads Of Various Departemaent Of University. VOLL-II.	VC	1.2.16	PIC/Estt	2/Feb	For need full.
11	7881 R	Appointment of Incharge guest House.	VC	1.2.16	AR/Estt	2/Feb	For need full.
12	4074 R	Promotion of teaching Faculty under CAS	PIC/Estt	1.2.16	VC	2/Feb	For approval
13	7800 R	Lien for TISS, Dr. S Darapuri.	PIC/Esstt	2.2.16	PIC/Estt	2/Feb	For need full.
14	7897 R	Payment of DPW	AR/Estt	2.2.16	FO	2/Feb	By ahnd Rajendra