

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	4378R	PURCHASE OF LAPTOP FOR VC	CC	11.11.16	FO/ARF/S OI/LDC/A RF/FO/AR F/SOI/LDC /arf/SOI/L DC/ARF	07.02.17	
2		THREE DAY NATIONAL SEMINAR ..PROF RITU SUDAN SINGH	DPS	07.12.16	STENO/SO /ARF/FO/ ARF/SO/C ASHIER/S O/ARF/FO	06.02.17	
3		CHEMICALS/GLASSWARES ETC		29.12.16	SA/ARF/F O/ARF/SO /SA/SO/A RF/FO	06.02.17	
4	9469R	PROPOSAL FOR DEPARTMENTAL LIBRARY	LAW	06.01.17	FO/ARF/S O/SA/SO/ ARF/FO/A RF/SO/SA /SO/ARF/ FO	06.02.17	
5	4831R	TA BILL OF REGISTRAR	VC	09.01.17	FO/ARF/S O/LDC/SO /ARF	06.02.17	
6	8242R	APPLICATION OF PROF RP SINGH FOR APPROVAL FOR MAJOR SURGERY	R	11.01.17	STENO/SO /ARF/FO/ SOII	06.02.17	

7		IMPREST MONEY	DPT	19.01.17	CASHIER	06.02.17	disposed off
8	9410R	T/C PF LTC FILE DR RAJESH KUMAR	R	23.01.17	STENO/SO /ARF/FO/ ARF/SO/A RF/FO	06.02.17	
9		SERB GRANT DR JAWAHAR RECURRING ITEMS-A (HEAD OTHER COST)	DAC	27.01.17	SA/SO/AR F/SO/SA/S O/ARF/FO	06.02.17	
10		PURCHASE OF FURNITURE	RCP	27.01.17	SA/SO/AR F/SO	06.02.17	DISCUSS
11	9914R	ONE WEEK WORKSHOP/LECTURE SERIES ON EMERGINH RESEARCH	R	30.01.17	SA/SO/AR F	06.02.17	
12	9615R	LTC DR.MS KHAN	R	31.01.17	ARF/SO/S TENO/SO/ ARF/FO/R	06.02.17	
13	8084R	UGC START-UP GRANT	STORE	31.01.17	SA/ARF	07.02.17	
14	9561R	SANITATION PAYMENT VOL-III	SANITATION	31.01.17	FO/ARF/S O/SA/ARF	07.02.17	
15	7182R	RECHARGE OF AIRTEL DIGITAL TV FROM HOSTEL FUND	ABH	31.01.17	LDC/SO/A RF	06.02.17	
16		EXPERIMENTAL FIELD STATION (PILOT SCALE DEMONSTRATION OF)		02.02.17	VC	06.02.17	
17		HEAD OF EXPENDITURE: CONSUMABLES DR ALOK KUMAR SINGH	DAC	02.02.17	SA/SO/AR F/FO	06.02.17	
18		JRF SALARY FILE DST-SERB PROJ VENKATESH KUMAR R	DAAS	02.02.17	SA/SO/AR F/FO/VC	06.02.17	

19	4647R	STAFF-SALARY	DST	02.02.17	SA/ARF	07.02.17	
20	7205R	UGC-MRP 2015-16 DR. R.A.KHAN	DIT	02.02.17	SA/SO/ARF/FO	06.02.17	
21		CONSTRUCTION OF FLAG POLE AMETHI	OSD	02.02.17	SA/ARF	07.02.17	
22		DISTRIBUTION OF SWEETS ON THE OCCASION OF REPUBLIC DAY	OSD	02.02.17	SA/ARF	07.02.17	
23		PAYMENT OF SANITATION SERVICES SRI SAI NATH ASSOCIATES LUCKNOW	OSD	02.02.17	ARF/FO/VC	06.02.17	
24		CAUTION MONEY FILE	RCA	02.02.17	VC	06.02.17	
25		Remuneration RCA	RCA	02.02.17	LDC/SO/ARF	06.02.17	
26		ADJUSTMENT SWACHH BHARAT PAKHWADA 1-15 SEPTEMBER-2016	DEM	02.02.17	STENO/SO/ARF/FO	06.02.17	
27		UNDER GROUND CABLE MAINTENANCE WORK SATELLITE CAMPUS AMETHI	VC	02.02.17	ARF/SOI/CASHIER	06.02.17	DISPOSED OFF
28	9503R	LTC-FILE- PROJ KAMAN SINGH	VC	02.02.17	ARF/SOII/STENO	06.02.17	
29		104 INDIAN SCIENCE CONGRES-2017	VC	02.02.17	ARF/SO/CASHIER	06.02.17	DISPOSED OFF
30	9282R	SERB-N-PDF DR. ASHISH KUMAR MISHRA	VC	02.02.17	ARF/SO/CASHIER	06.02.17	DISPOSED OFF
31	8516R	INTERNET SERVICE PROVIDING FIRMS	VC	02.02.17	ARF/SO/CASHIER	06.02.17	DISPOSED OFF
32		PURCHASE OF TONER FOR E-STUDIO-256 ADVANCE	STR	02.02.17	ARF/SO/CASHIER	06.02.17	DISPOSED OFF
33		REQUIREMENT OF ALMIRAH	STR	02.02.17	ARF/FO	06.02.17	
34		PRINTER OF RCA OFFICE	STR	02.02.17	ARF/FO/ARF/SO	06.02.17	
35	2727F	MEDIA CENTER DELHI VISIT	MC		SA/ARF	07.02.17	
36	3277R	M SC II nd AND IV th SEMESTER LAB EQUIPMENTS	DAP	02.02.17	ARF/FO	06.02.17	

37		IMPREST MONEY	LAW	03.02.17	STENO/SO /ARF/FO	06.02.17	
38	5525R	PH.D VIVA-VOCE EXAMINATION (TA FOR EXTERNAL MEMBERS)	R	03.02.17	ARF/SO/L DC	06.02.17	
39		IMPREST MONEY BSC=MSC	DES	03.02.17	STENO/SO /ARF/FO	06.02.17	
40	9988R	REPLY AUDIT PARA	R	03.02.17	ARF/FO	06.02.17	
41	9907R	INTEGRATED BSC (HONS.) MSC APPLIED GEOLOGY) DR. NARENDRA KUMAR	R	03.02.17	ARF/SO/S A	06.02.17	
42	8721R	REFUND OF FEE- KELVIN KAMAL, ATIF AZAJ, MS. SHIVANGI---BBA LLB	VC	03.02.17	ARF/SOII/ ARF	06.02.17	
43	4762R	PURCHASE OF RESEARCH MICROSCOPE	VC	03.02.17	ARF/SO/S A	06.02.17	
44	1993F	IMPREST MONEY	STORE	03.02.17	STENO/SO /ARF	06.02.17	
45		FULL TIME RESEARCH STAFF, PART TIME ASSISTANCE/HIRING CHARGES PROF S NAYAK	DE	03.02.17	ARF/SO/S A	06.02.17	
46	9751R	FELLOWSHIP CLAIM PH D UAIDEHI SINGH	R	06.02.17	STENO	06.02.17	
47	9947R	UGC FELLOWSHIP GULAM ABBAS	R	06.02.17	STENO	06.02.17	
48	9898R	UGC NON(NET) PRIYANKA MAURYA	R	06.02.17	STENO	06.02.17	
49		SCANNING ELECTRON MICROSCORE	R	06.02.17	FO	06.02.17	
50		SANITATION PAYMENT OF AMETHI NOV-2016	OSD	06.02.17	SA	06.02.17	
51	9702R	DR. DEEPTI BARNWAL CONTINGENCY	DES	06.02.17	SA	06.02.17	
52	9071R	PROF. RANA PRATAP SINGH MRP RESEARCH PROJECT	DES	06.02.17	SA/ARF	07.02.17	
53		REPAIR & MENTENAINCE OF EQUIPMENT	DES	06.02.17	SA	06.02.17	
54		NEWSPAPER & PERIODICALS	RCA	07.02.17	LDC	07.02.17	
55	5701r	Purchase of laptop/xerox/desktop	STR	07.02.17	SA	07.02.17	
56	4907R	Dr. RN BHARGAVA(CONSUMABLES & CHEMICALS- DST-SERB PROJ)	DEM	07.02.17	SA	07.02.17	

57		JRF SALARY FILE DST-SERB PROJ VENKATESH KUMAR R	VC	07.02.17	ARF	07.02.17	
58	3255R	INTERNET CONNECTION TYPE-A RESIDENCE/ANTIVIRUS	VC	07.02.17	AR(S&P)	07.02.17	
59	9939R	INDIAN ARMY WELFARE DONATION	VC	07.02.17	FO	07.02.17	
60	6315R	PURCHASE OF ELECTRIC MATERIAL	VC	07.02.17	ARF	07.02.17	
61		EXPERIMENTAL FIELD STATION (PILOT SCALE DEMONSTRATION OF)	VC	07.02.17	ARF	07.02.17	
62		PAYMENT OF SANITATION SERVICES SRI SAI NATH ASSOCIATES LUCKNOW	VC	07.02.17	FO	07.02.17	
63	9616R	COMMON TENDER COMMITTEE/PURCHASE COMMITTEE	VC	07.02.17	AR(S&P)	07.02.17	
64	7643R	High mast light in the university PART-2	VC	07.02.17	FO	07.02.17	DISCUSSION
65	7994R	EMPANELMENT OF SANITATION AGENCY	SANI	07.02.17	ARF	07.02.17	
66		UTSAV-2017		07.02.17	ARF	07.02.17	
67		PURCHASE OF NOTICE BOARD	UIET	07.02.17	LDC	07.02.17	
68		PAYMENT OF CONTRACT FACULTY	UIET	07.02.17	LDC	07.02.17	
69	8088R	DR. RIMA KUMARI-START UP RESEARCH GRANT (YS)	DES	07.02.17	SA	07.02.17	
70	7651R	IMPREST	EE	07.02.17	STENO	07.02.17	
71		ELECTRICITY CONNECTION PROCEETIES FOR AMETHI CAMPUS	EE	07.02.17	LDC	07.02.17	
72	3900R	MISCELLANEOUS	DST	07.02.17	SA	07.02.17	
73	6860R	PURCHASE OF COLOURED XEROX MACHINE VC SECTT	STR	07.02.17	SA	07.02.17	