

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	9912/R	Departmental Exam for the Post of LDC/Sr. Asstt.- Estt. Section	R	23/01/2017	R	13/02/2017	-
2	9477/R	W.P.NO. 24996 (M/B) of 2016 Pichhda Jan Kalyan Samiti Vs. Union of India & Others (Implementaiton of OBC Reservation)	R	08.02.2017	Prof. Sudarshan Verma	13/02/2017	-
3	9469/R	Proposal for Departmental Library of the Department of Law-DL	FO	10.02.2017	FO	13/02/2017	Yes as per rules.
4	9956/R	Permit to attend the Orientation Programme Dr. Mujibur Rehman, Deptt of Law	R	10.02.2017	Prof. RA Khan	13/02/2017	Please discuss.

5	9798/R	Workshop on Project Formulation and Appraisal (09/BBAU/RSO/2016)	R	10.02.2017	R	13/02/2017	There is no Gazetted Officer is an autonomous institute, his attending the workshop will be useful for the University. Let him attend.
6	10021/R	BBAU Gymnasium Rules & Regulation and Timing	R	10.02.2017	Dr. Manoj K. Dhadwal	13/02/2017	Please discuss.
7	9846/R	CCTV Camera Requirement for Registrar Office, Finance Office & COE Office- 5(72)Elect/2017 + 6301/R CCTV Cameras for the University	R	10.02.2017	FO	13/02/2017	-
8	9981/R	International Conference Presenting (Dr. M.K. Padhy, DNCJ)	R	10.02.2017	FO	13/02/2017	-

9	7076/R	12 वें योजना के अन्तर्गत केन्द्रीय लोक निर्माण विभाग द्वारा सम्पादित कराये जा रहे निर्माण कार्य का भुगतान	R	10.02.2017	R	13/02/2017	Ok if Strictly as per rules.
10	10003/R	कनिष्क छात्रावास में खेलकूद के सामान से सम्बंधित पत्रावली	R	10.02.2017	R	13/02/2017	Ok if as per rules.
11	9725/R	LTC File of Dr. V. Elangovan, DAAS	R	10.02.2017	R	13/02/2017	Ok if as per rules.
12	10000/R	Requirement of Software for Research/Ph.D work-SMS, DRM	R	10.02.2017	FO	13/02/2017	-
13	8426/R	Maintenance of Central Libarary 5(599)/2016	R	10.02.2017	R	13/02/2017	Please put up estimates.
14	9999/R	Request of Smt. Mala Pandey W/o Late Dr. A.K. Pandey	R	10.02.2017	R	13/02/2017	Yes if Strictly as per rules.
15	9735/R	Modification/Implementati on of UGC Regulation, 2016 (M.Phil/Ph.D)	R	10.02.2017	R	13/02/2017	AC
16	9527/R	Upgradation File-JRF to SRF (DST Inpire Fellow, Amar Jyoti Das, DEM)	R	10.02.2017	R	13/02/2017	-
17	8190/R	Proposal for Management Studies Building	R	10.02.2017	R	13/02/2017	Please discuss.

18	8229/R	PF of Dr. Jiwan Singh, Assistant Professor, DES	R	10.02.2017	FO	13/02/2017	-
19	-	Guest Faculty Payment- Finance Section	FO	10.02.2017	FO	13/02/2017	Yes if as per rules.
20	-	Special Lecture File SAS, BBAU Deptt.of Sociology	Dean, SAS	10.02.2017	Dean, SAS	13/02/2017	Ok if as per rules.
21	-	Students Request/Application-COE			COE Office	13/02/2017	Needful done.
22	9895/R	CCL File (Dr. Richa Kothari, DES)	R	10.02.2017	R	13/02/2017	Ok if as per rules.
23	-	Result Notification File Dec. 2016 (File No. 47/Result/COE/2016)			COE Office	13/02/2017	-
24	-	RCA Prospect File	Director, RCA	13/02/2017	Director, RCA	13/02/2017	Please attach last year file.
25	-	Tax Consultant-Finance	FO	13/02/2017	FO	13/02/2017	Yes as per rules.
26	-	UGC Non-NET Fellowship 2016-2017	FO	13/02/2017	FO	13/02/2017	Yes as per rules.
27	-	Printing of Calendar-2017 (File No. 15/BBAU/RSO/2017)			FO	13/02/2017	Immediate action please.
28		Committee for Dairy-2017 printing (File No. 16/BBAU/RSO/2017)			FO	13/02/2017	Immediate action please.

29	5396/R	Security Agency Payment (Bill-Oct, 2016)	FO	13/02/2017	R	13/02/2017	Ok if as per rules.
30	-	Fee Reimbursment (Special Entrance Test 2016)-254	FO	13/02/2017	FO	13/02/2017	Ok if as per rules.