

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	Remark
1	4558R	WEBSITE DESIGN DST CENTRE FOR POLICY RESEARCH BBAU DR. VENKATESH DUTTA	DES	04.01.18	SA/ARF/FO/ARF/SOI/CASHIER	20.02.18	disposed off
2	4866R	TC PF OF PREETI GUPTA ASSISTANT PROFESSAR	R	18.01.18	UDC/ARF/SOI/ARF/FO/VC	20.02.18	
3		7TH CONVOCATION OF BBAU DR. NEETU SINGH	BY HAND	23.01.18	ARF/SOII/UDC/ARF/FO/VC	20.02.18	
4		ADVANCE-NISC-2018 PROF. S K DWIVEDI	DES	24.01.18	FO/ARF/SOII/ANKIT	20.02.18	
5		WIFI-RAILTEL	DIT	24.01.18	FO/ARF	20.02.18	
6	11021R	N PDF ATUL KUMAR UPADHYAY	des	24.01.18	ANKIT/ARF/SOY/ARF/FO/ARF/SOII/CASHIER	20.02.18	
7		IMPREST MONEY FOR DAS&SFPH	DAS	29.01.18	ANKIT/ARF/FO/ANKIT/ARF/SOII/CASHIER	20.02.18	disposed off
8		BBAU ENTRANCE TEST-2017 REMUNERATION OF MR.PHOOL CHANDRA		01.02.18	ARF/SOY/ARF	20.02.18	
9	5628R	INDO-RUSSIAN PROJ.(MAIN FILE)	DAP	01.02.18	ARF/SOI/SA/ARF/FO	20.02.18	
10	10920R	ICSSR FELLOWSHIP FILE (PAYMENT) PART-II	DE	05.02.18	ANKIT/ARF/FO/HEAD DE	20.02.18	
11		t/c guest faculty payment dec-2017	iao	05.02.18	arf/FO	20.02.18	
12	10238R	GROUND WATER PROJECT	DES	06.02.18	SA/ARF/FO	20.02.18	
13		UGC-BSR START UP GRANT PROJECT (UV-VISIBLE SPECTROPHOTOMETER PURCHASE) DR. JIWAN SINGH	DES	09.02.18	SA/ARF/FO/ARF	20.02.18	
14		inaugural stone	ee	12.02.18	arf/SOF/SA/ARF	20.02.18	
15	3919R	landline bill payment	TELE	12.02.18	ARF/SOF/FO/ARF/SOII/CASHIER	20.02.18	disposed off
16		FINAL LIST FOR VII CONVOCATION (2016)	VC	12.02.18	ARF/SOF/ARF	20.02.18	
17		PURCHASE OF MOMENTO FOR VII CONVOCATION	STR	12.02.18	ARF/SOF/UDC/ARF	20.02.18	

18		EQUIPMENT/INSTRUMENT REPAIRING DR.JIWAN SINGH	AR(S/P)	13.02.18	SA/DES	20.02.18	DR.JIWAN SINGH
19	2061F	REPAIR OF UPS AND COMPUTER SYSTEM	AR(S/P)	13.02.18	LDC/ARF/DR(STORE)	20.02.18	
20		IMPREST	VC	15.02.18	ARF/SOF/ANKIT/ARF	20.02.18	
21		DR.JIWAN SINGH SERB-DST PROJECT(CONTINGENCY)	DES	15.02.18	SA/ARF/FO/VC	20.02.18	
22		RESEARCH ASSISTANT UNDER DBT PROJECT POOJA SINGH	DBT	15.02.18	SA/ARF	20.02.18	
23	9996R	SHIKHA TRIPATHI ICSSR	R	16.02.18	ANKIT/so/arf	20.02.18	
24	8309R	GPF (ADVANCE & WITHDRWAL)B TEACHING & NON- TEACHING PART-V	R	16.02.18	SOF/ANKIT/FO/R	20.02.18	
25	11095R	T/C PF OF DR. R. K CHOUDHARY	R	16.02.18	ANKIT/ARF	20.02.18	
26	4611R	MEDICAL REIMBURSEMENT OF VICE CHANCELLOR	R	16.02.18	ANKIT/ARF	20.02.18	
27	4647R	DST CENTER FOR POLICY RESEARCH VOLUMEIII STAFF SALARY	VC	19.02.18	ARF/SOI/CASHIER	20.02.18	disposed off
28	11732R	PURCHASE CRYOSTAT/DSK-PDF DR. RAVI KANT TRIPATHI(PHYSICS)	STR	20.02.18	ARF/FO	20.02.18	
29		OVERHEAD CHARGES FOR DST-SERB PROJECT DR.VENKATESH KUMAR R	DAAS	20.02.18	SA	20.02.18	
30	11179R	LTC FOR DR SANGEETA SAXENA	R	20.02.18	ANKIT	20.02.18	
31	11156R	PRINTING OF ANNUAL REPORT 2016-17	RSO	20.02.18	FO	20.02.18	
32	9071R	PROF. RANA PRATAP SINGH MRP RESEARCH PROJECT	DPT	20.02.18	SA	20.02.18	
33		FURNITURE AND OTHER ITEMS FOR AUDIT TEAM (MHRD/UGC)/DIRECTOR IQAC/DEAN,ACADEMIC AFFAIRS PROF RANA PRATAP SINGH	STR	20.02.18	FO	20.02.18	
34	11158R	DR.RAJESH KUMAR LTC FILE	R	20.02.18	ANKIT	20.02.18	
35	11148R	BNPL FILE FOR COE OFFICE	COE	20.02.18	FO	20.02.18	
36	11620R	PF OF DR.K L MAHAWAR (READER) DLIS	R	20.02.18	ARF	20.02.18	
37		UGC-BSR GRANT DR JAWAHAR LAL HEAD: CONSUMABLES	DAC	20.02.18	SA	20.02.18	
38		honorarium to guest faculty cyber security course (evening)	VC	20.02.18	FO	20.02.18	
39		IMPREST MONEY FOR NEW GIRLS HOSTEL (EXTEN)	VC	20.02.18	ARF	20.02.18	
40		PAYMENT OF MOBILE BILL FOR COE OFFICE	COE	20.02.18	FO	20.02.18	

41		PURCHASE OF CHEMICAL PLASTICWARE GLASSWARE	HOME SCIENE	20.02.18	SA	20.02.18	
42	11859R	REIMBURSEMENT OF EXPENCE FOR BOARD MEETING PROF.NKS MORE	DES	20.02.18	UDC	20.02.18	
43		PAYMENT OF PRINTER REPAIR	DCS	20.02.18	SA	20.02.18	
44		SERB-DST RESEARCH PROJECT (CONSUMABLE HEAD) DR. JIWAN SINGH		20.02.18	FO/VC	20.02.18	
45	3070R	SAMIKSHA/DAP/INSPIRE FELLOWSHIP-2014	R	20.02.18	ANKIT	20.02.18	
46	10287R	MR. RAJVARDHAN,PH.D.SCHOLAR ICSSR FELLOWSHIP	VC	20.02.18	ARF	20.02.18	
47	11834R	T/C PF OF RAJ BALMIKI (MTS) REG(MEDICAL ADVANCE)	VC	20.02.18	FO	20.02.18	
48	10304R	REPAIRE DOOR ALUMINIUM DOOR		20.02.18	FO	20.02.18	
49	11805R	T/C PUFF OF MR.RAMA SHANKAR SINGH (FINANCE SECTION ) LTC	R	20.02.18	ANKIT	20.02.18	
50		REMUNERATION BILL OF GUEST FACULTY FOR END SEMESTER EXAMINATION DEC-2018	DAAS	20.02.18	UDC	20.02.18	
51	11055R	LTC DR.RN BHARAGAVA	R	20.02.18	ANKIT	20.02.18	
52		PAYMENT OF RCA CONTRACTUAL STAFF FOR MONTH JANUARY-2018	RCA	20.02.18	ARF	20.02.18	
53		PAYMENT TO CRA FOR SERVICE CHARGE NPS(NSDL)	FW	20.02.18	FO/VC	20.02.18	
54		LEGAL OPENION ON SECURITY & MANPOWER AGENCY	SOI	20.02.18	ARF	20.02.18	
55	3675R	GUNNER FOR HON'BLE VC	SECURITY	20.02.18	UDC	20.02.18	
56	2524F	TA BILL VC SIR	VC	20.02.18	UDC	20.02.18	
57		1ST NORTH INDIAN SCIENCE CONGRESS 10TH & 11TH JANUARY,2018 INVITED SPEAKERS		20.02.18	SOII/FO	20.02.18	
58		APPROVAL OF SPEAKERS FOR CLASSES OF MORAL STUDIES & AMBEDKAR STUDIES	DEM	20.02.18	ARF	20.02.18	
59		SWACHHTA PAKHWADA-2017 1ST TO 15TH SEPTEMBER,2017PROF.NAVEEN KUMAR ARORA		20.02.18	ARF	20.02.18	
60		AMC OF DG SETS PART-IIIRD	AE(E)	20.02.18	SA	20.02.18	
61	7404R	INSTITUTIONAL ETHICS COMMITTEE		20.02.18	UDC	20.02.18	
62	10626R	CONTINGENCY DR. G SUNIL BABU DR SANGEETA SAXENA	DBT	20.02.18	SA	20.02.18	
63		DD REGARDING FILE	COE	20.02.18	ARF	20.02.18	

64		UGC START UP GRANT HEAD: INFRASTRUCTURE DR.RAHUL VARSHNEY	DAS	20.02.18	SA	20.02.18	
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