

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	11125/R	Restructuring of Schools and Departments- Academic Section	R	08.02.2018	Prof. Sudarshan Verma	16/02/2018	To please see as per original file.....
2	11268/R	T/c PF of Shri Rama Shankar Singh, Finance Officer (Reg: NOC for Ph.D)	R	08.02.2018	R	16/02/2018	A-Ok
3	11828/R	Attending Conference by Dr. Vikas Mishra & Dr. Sapana Kushwaha, Asstt. Professors, Deptt. Pharma. Sciences	R	08.02.2018	R	16/02/2018	Ok if as per rules.
4	6421/R	RTI Correspondence (Closed in Yellow Envelop)	R	12.02.2018	R	16/02/2018	Ok if as per rules.
5	11254/R	PF of Dr. Akanksha Singh, Assistant Professor, Deptt. of Education	R	12.02.2018	R	16/02/2018	Ok if as per rules.
6	11845/R	PF of Ms. Raji Joseph, Nurse	R	13/02/2018	R	16/02/2018	Ok if as per rules.
7	11843/R	PF of Shri Anoop Kumar, Production Assistant (Media Centre)	R	13/02/2018	R	16/02/2018	Ok if as per rules.

8	-	Honorarium to Guest Faculty Cyber Security Course (Evening)- Head, DIT	FO	13/02/2018	FO	16/02/2018	A-Ok & B) FO to see.
9	7515/R	Annual Sports Festival- Sport Section	FO	13/02/2018	FO	16/02/2018	-
10	10136/R	M/s Rakesh Tripathi Security Agency Correspondance File (46/SEC/BBAU/16)	DR (Security)	13/02/2018	R	16/02/2018	Ok if as per rules.
11	11734/R	Subsistence Allowance of Dr. Vipin Saxena, Professor, DCS	FO	13/02/2018	FO	16/02/2018	Ok if as per rules.
12	-	UGC-Non-NET Fellowship- Finance Section	FO	13/02/2018	FO	16/02/2018	Yes if as per rules.
13	11135/R	LTC Home Town (Block Period 2014-17) - Dr. G. Sunil Babu, Assistant Professor, DBT	Dr. Sunil Babu G, DBT	15/02/2018	R	16/02/2018	Ok if as per rules.
14	11831/R	Maternity Leave of Ms. Munni Gond, Ph.D Student, Deptt. of Horticultre	R	15/02/2018	R	16/02/2018	Ok if Strictly as per rules.
15	10944/R	CAS File (Dr. Richa Kothari, DES Stage-2)	R	15/02/2018	R	16/02/2018	-

16	11818/R	Ph.D Admission Session 2017-18- Biotechnology	R	15/02/2018	R	16/02/2018	Ok if Strictly as per rules.
17	-	Filter Paper's for Air Samplers- DES	Head, DES	15/02/2018	Head, DES	16/02/2018	A-Ok if as per rules.
18	-	Imprest Money File- New Sangmitra Girls Hostel (Extension)	FO	15/02/2018	FO	16/02/2018	Ok if as per rules.
19	-	Ph.D Course work Certificate (Result Notification) File No. 20/COE?BBAU/18	COE	15/02/2018	COE	16/02/2018	-
20	-	Migration Certificate	COE	15/02/2018	COE	16/02/2018	-
21	11784/R	National Syumposium by the Deptt. of public administration & Political Science- Prof. Ripu Sudan Singh, SAS	R	16/02/2018	R	16/02/2018	-
22	11857/R	Relaxation for the Payment of Semester Fee	R	16/02/2018	Prof. SK Bhatnagar, SLS	16/02/2018	Let Dr. Bhatnagar look into the such cases.
23	11302/R	Requirement Malis for Functioning of Botanical Garden- Dr. RS Verma, Horticultre	R	16/02/2018	R	16/02/2018	Ok

24	11834/R	T/c PF of Raj Balmiki (MTS) Reg: Medical Advance	R	16/02/2018	FO	16/02/2018	Ok if as per rules.
25	-	Guest Faculty (T/C)- Finance Department			FO	16/02/2018	Ok
26	10287/R	ICSSR Fellowship (Mr. Rajvardhan, Ph.D Scholar, Department of Law)	FO	16/02/2018	FO	16/02/2018	Ok if as per rules.
27	9057/R	Maintenance work of Type 'C' Residence 5(328)/11	EE	16/02/2018	EE	16/02/2018	Ok if as per rules.
28	-	Requirement Manpower for Sports Ground- Sports Section	Dr. Manoj Dhadwal	16/02/2018	Dr. Manoj Dhadwal	16/02/2018	Ok as ammended .
29	10400/R	T/c PF of Ms. Sunita Pal (STA) (Reg: HBA Interest)	FO	16/02/2018	R	16/02/2018	Yes if as per rules.
30	-	Transfer of Guest Faculties Department of Human Rights to Department of Law- Deptt. of Law	Head, Law	16/02/2018	Head, Law	16/02/2018	Yes as per rules.
31	6290/R	Examination Committee -COE Section (Vol-II)			Porf. DP Singh	16/02/2018	Please do the needful please.

32	-	Ph.D Admission 2017-18 School for Home Science			Dean, SHS	16/02/2018	Dean to please hand over the form so that admission are made without futher delay. There are already many complaints .
33	6017/R	Institutional Ethics Committee-DBT	R	16/02/2018	R	16/02/2018	Ok if as per rules.
34	11853/R	T/c PF of Dr. K. Sharmila, Asstt. Professor, (Reg: CCL)	R	16/02/2018	R	16/02/2018	Ok if as per rules.