

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	6488/R	PF of Shri Bhandari, Technical Assistant, Group-C	IAO	02.02.2018	R	05.02.2018	Ok
2	11169/R	Dr. DR Modi, Professor, DBT, Vol-II (PF No. 314)	IAO	02.02.2018	R	05.02.2018	Ok if Strictly as per rules.
3	5899/R	अखिल भारतीय राजभाषा संगोष्ठी (सरत)- हिंदी प्रकोष्ठ	Hindi Officer	02.02.2018	Hindi Officer	05.02.2018	Ok
4	11777/R	T/c Prof. Shashi Kant Pandey, Pol. Science (For Travel Grant)	R	02.02.2018	R	05.02.2018	Ok but teaching work should not suffer.
5	-	Payment of Electricity Bill of BBAU Satellite Campus, Amethi [5(75)/Elect/2017]	OSD, Satellite Campus, Amethi	02.02.2018	FO	05.02.2018	Ok if as per rules.
6	7921/R	Pump Maintenance Work 5(3)2016(Elect)	FO	02.02.2018	FO	05.02.2018	Ok if as per rules.
7	-	Confidential (File No. 375)	COE	02.02.2018	COE	05.02.2018	-
8	11766/R	T/c PF of Prof. RC Sobti, VC (Reg: LTC-Anywhere inIndia)			FO	05.02.2018	Ok if as per rules.
9	-	File for Milk- VC Sectt.			FO	05.02.2018	-
10	11794/R	Committee to Provide Documents to CBI- Estt. Section			R	05.02.2018	-

11	11799/R	Student Council Year 2017-18- DSW	R	05.02.2018	DSW (W)	05.02.2018	To offer comments.
12	6017/R	Institutional Ethics Committee-DBT	R	05.02.2018	R	05.02.2018	Ok if as per rules.