

<b>S.No</b>	<b>File.No</b>	<b>Subject</b>	<b>From whom Received</b>	<b>Received Date</b>	<b>Sent to</b>	<b>Sent Date</b>	<b>Remarks</b>
1	16076/R	Application for CAS Promotion of Dr. Alka, DIT	R	11.12.18	Prof. RA Khan	15.2.19	Pls. review/re-examine.
2	9191/R	CAS Promotion of Dr. Narender Kumar, DCS	R	14.12.18	Prof. RA Khan	15.2.19	Pls. review/re-examine.
3	18052/R	Proposal for Two Day National Seminar on Human Rights of LGBTQ: Law and Justice Approach March 14-15, 2019- DHR/SLS	R	19.12.18	Prof. Rana Pratap Singh, Dean Academic Affairs	15.2.19	Proposal last date is over in January, Check is it already sanctioned as the notification s of sanction
4	-	Open Bank Account (National Seminar 26th March, 2019)- Deptt. of Law	Dr. Sanjeev K. Chadha, Law	12.2.19	R	15.2.19	-
5	19023/R	File of Dr. Shailesh Kumar regarding Counting of Past Service- Estt. Section	R	12.2.19	R	15.2.19	Ok. Proceed as per rules.
6	19024/R	File of Dr. Anand Prakash (Reg: Counting of Past Service)- Estt. Section	R	12.2.19	R	15.2.19	Ok. Proceed as per rules.
7	11793/R	DRC Meeting (December 2017-18)- DEM	R	12.2.19	AR (Academic)	15.2.19	Ok

8	19289/R	Print Journals-2019 (GBL)	R	12.2.19	Librarian	15.2.19	Route through Library Academic Committee / or route through Old File.
9	19257/R	336/Admission Prospects/DIT/BBAU/19- DIT	R	12.2.19	AR (Academic)	15.2.19	-
10	4271/R	Ph.D admission cum DRC file, deptt. of Pharmaceutical Science	R	12.2.19	AR (Academic)	15.2.19	Ok
11	19291/R	Approval of Advance for External Examiner- DAP	R	12.2.19	Incharge Guest house	15.2.19	To arrange....
12	4031/R	DRC- Deptt. of Political Science, SAS	R	12.2.19	R	15.2.19	Ok
13	6992/R	Medical Reimbursement File (Retired Employee) Vol-1	FO	12.2.19	FO	15.2.19	X' on prepage.
14	19188/R	Advance for the Surgical Strike/NCC/BBAU/2018-19 (Girls Wings)	FO	12.2.19	FO	15.2.19	-
15	12847/R	SERB-Research Grant: JRF/SRF- Dr. Gaurav Kaithwas, Deptt. of Pharma. Sciences	FO	12.2.19	FO	15.2.19	As per Project Rules.
16	-	Honorarium Dr. Neha Anand Student Counseling Centre	FO	12.2.19	FO	15.2.19	-

17	12715/R	Manpower DBT Project-2: (Prof. Ram Chandra, DEM)	FO	12.2.19	FO	15.2.19	-
18	-	DST-SERB Grant (Head: Manpower Salary- Project Fellow)- Dr. Jawahar Lal, DAC	FO	12.2.19	FO	15.2.19	Ok
19	19062/R	Printing of Greetings Card for Hon'ble Vice-Chancellor- STR	FO	12.2.19	FO	15.2.19	-
20	19253/R	Purchase of Executive Folder (Bag) for the Meeting of BOM- Store Section	FO	12.2.19	FO	15.2.19	-
21	4152/R	Printing of PAD for DR. R Pardhan Medical Consultant	FO	12.2.19	FO	15.2.19	-
22	12523/R	DST/Inspire Fellowship- Ms. Rolly Yadav, DAP	FO	12.2.19	FO	15.2.19	-
23	-	Workshop for OLT Software	COE	14.2.19	FO	15.2.19	Allowed.
24	14030/R	UGC NoN Net Fellowship Finance Dept.	FO	14.2.19	FO	15.2.19	-
25	12094/R	Appointment of JRF (DBT Project)- Dr. Jyoti Pandey, DAC	FO	14.2.19	FO	15.2.19	Ok. As per rules.
26	7475/R	केन्द्रीय पुस्तकालय में सीपित होनी लिपटों का वार्षिक अनुरीक्षणीय अनुबन्ध	R	14.2.19	Librarian	15.2.19	Discuss
27	19240/R	T/c Prof. Kaman Singh, Deptt. of Chemistry	R	14.2.19	DR (Legal)	15.2.19	Suggest.

28	8487/R	General Office Order/Correspondence w.e.f. May, 2016	R	14.2.19	R	15.2.19	Ok as per rules. Teaching should not suffer.
29	12418/R	Painting of Hostel at Satellite Campus Amethi 5(638)/17	R	14.2.19	R	15.2.19	Permitted & Allowed for follow up.
30	19292/R	Request for Advance from UGC Start Up Grant (Dr. Pankaj Arora, DEM)	R	14.2.19	R	15.2.19	Ok.
31	19278/R	UGC-Starup Grant Utilization- Dr. Mukesh Kumar Awasthi, DM	R	14.2.19	HOD (Maths)	15.2.19	Approved on
32	19279/R	UGC-Starup Grant Utilization- Dr. Maitri Verma, DM	R	14.2.19	HOD (Maths)	15.2.19	Approved.
33	-	निजी हवाई जहाज़ से आने की अनुमति के सम्बन्ध में राष्ट्रीय संगोष्ठी, 26th March, 2019- Deptt. of Law	Dr. Sanjeev K. Chadha, Law	14.2.19	FO	15.2.19	Suggest as per BoM resolution .
34	-	Advance for National Seminar on 23rd & 24th February, 2019- Deptt. of Education	FO	14.2.19	FO	15.2.19	Allowed.

35	9407/R	Repair of Photocopier Machine Installed in Registrar Office/Recruitment Cell -Store Section	FO	14.2.19	FO	15.2.19	-
36	4647/R	Staff Salary DST Centre for Policy Research, Vol-III	FO	14.2.19	FO	15.2.19	Approved. As per rules.
37	12695/R	T/c Repairing of CCTV Camera of Hon'ble VCs Residence- EO/BBAU/87	FO	14.2.19	SO (Security Section)	15.2.19	-
38	13063/R	Construction of Animal House-5(695)/2018	FO	14.2.19	EE	15.2.19	Allowed
39	12813/R	LED Street Light from Central Library to Gate No. 3 5(681)/2018	FO	14.2.19	EE	15.2.19	-
40	19233/R	Maintenance of SES Building-EO/BBAU/237	FO	14.2.19	FO	15.2.19	-
41	-	TA & Honorarium of Guest of Honours for Foundation Day-DES/2019/31	FO	14.2.19	FO	15.2.19	-
42	-	Repair Estimate ICE Flaking Machine-4 (ZJERGA-EISMACHINEN): DBT	FO	14.2.19	FO	15.2.19	-
43	4876/R	Supply of Electrical Goods 5(535)/2014 Part I-EE	FO	14.2.19	FO	15.2.19	-
44	-	Workshop on Environmental Hazards of Electronic Waste o 13.03.19 at DES- Dr. Venkatesh Dutta, DES	FO	14.2.19	FO	15.2.19	Approved.

45	7921/R	Pump Maintenance Work-5(3)2016 (Elect)	FO	14.2.19	EE	15.2.19	Allowed.
46	14036/R	Purchase of White Board for the Deptt. of Physics & UIET - Store Section	FO	14.2.19	FO	15.2.19	Allowed. Purchase but quality.
47	-	SERB Grant: Recurring items-A (Head: Travel)- Dr. Jawahar, DAC	FO	14.2.19	FO	15.2.19	Ok as per Project Rules.
48	8486/R	Purchasing of Plumbing Goods Part-2 (475)/2016			EE	15.2.19	Ok. Proceed as per rules. Stop theft of plumbing items some how.
49	8426/R	Maintenance of Central Library 5(599)/2016			R	15.2.19	-
50	19190/R	Budget Proposal for equipment Dept. Of Chemistry			Dean Academic Affairs	15.2.19	-
51	-	One Day National Seminar on 23rd February, 2019- CPGLS, SLS			Dean Academic Affairs	15.2.19	-
52	9735/R	Modification/Implementation of UGC Regulation, 2016 (M.Phil/Ph.D)	R	15.2.19	AR (Academic)	15.2.19	To review and Suggest.

53	19255/R	Request for Extension of Fund for B.Voc (FLG)- DAPS (Horticulture)	R	15.2.19	R	15.2.19	Yes.
54	10398/R	MHRD/UGC Correspondence (Academic Section)	R	15.2.19	R	15.2.19	Approved. Pay as per rules.
55	12754/R	Admission File (Ph.D Economics, 2017-18 Mr. Shekhar, Ph.D 2017-18)- Economics	R	15.2.19	R	15.2.19	Inform to HoD (Economics) regarding legal opinion on Ph.D issues.
56	19300/R	T/c PF of Shri Govind B. Madhukar, MTS, Legal-RTI Cell (Reg: Forwarding of Application)	R	15.2.19	R	15.2.19	Yes.
57	16048/R	School Board-SB&PS	R	15.2.19	R	15.2.19	Sl. 1 & sl. 2 approved.

58	7394/R	Labour Requirements- B.Voc Floriculture & Landscape Gardening, DAPS (Horticulture)	R	15.2.19	R	15.2.19	<p>"5 Students &amp; Requirement of 4 Malis". This seems variable course. Use GBS Malis only. No expensive utilization Certificate preparation.</p>
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59	-	Proposal on an Interactive Session with Prof. Michael Spingborg and Dr. Yi. Dong with Students and Faculty of SPDS- DAC	Prof. Kaman Singh, Chairman	15.2.19	Prof. Kaman Singh, Chairman	15.2.19	Local Convence, token honorarium and Tea approved. Cut cost as demanded in view of fund shortage.
60	-	Remuneration Bill for End Semester Examination, Dec, 2018-COE	FO	15.2.19	FO	15.2.19	Approved.
61	12422/R	मछली पालन केंद्र - 5(635)/2017	FO	15.2.19	EE	15.2.19	through Building Sub Committee. Sight visiting.
62	19232/R	Payment of Legal Fee Dr. V.K. Singh, University Counsel-Legal Cell	FO	15.2.19	FO	15.2.19	Ok. As per rules.
63	9056/R	Imprest Money-SPS	FO	15.2.19	FO	15.2.19	Process as per rules on Imprest money.

64	19248/R	T/c PF of Prof. Kaman Singh, Professor, DAC + 4026/R PF of Dr. Kaman Singh, PF No. 211- Estt. Section (02 Files)	FO	15.2.19	R	15.2.19	Quote Estt. Rules..
65	10153/R	AMC of CCTV Camera-5(53)Elect/2016			Estate Officer	15.2.19	-
66	-	Procurement of Water Coolers-UIET (1902/UIET/19)			FO	15.2.19	Approved. But take the rates/price s thorough website and compared.
67	9169/R	CAS Promotion of Dr. Manoj Kumar, DCS			Prof. RA Khan	15.2.19	-
68	-	परीक्षा विभाग में प्रिंटर खरीदने हेतु पत्रावली- COE			DR (S&P)	15.2.19	-