

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	-	Proposal for One Week (Five Days) Workshop on Research Methodology from 25th February, 2019 to 01st March, 2019- DHR/SLS	FO	29.1.19	FO	5.2.19	Approved Further what will happen to the registration fee for the proposed FDP?
2	9641/R	Proposal for Tourism & Wellness Conference- Deptt. of Pharma. Science,	FO	29.1.19	FO	5.2.19	Ok Proceed as per rules
3	-	समाचार पत्रों एवं पत्रिकाओं के भुगतान से संबंधित पत्रावली- Kanishka Hostel (96/KH/BBAU/17)	FO	29.1.19	FO	5.2.19	-
4	11021/R	N-PDF (Grant Break UP)- Dr. Atul Kumar Upadhyay, DES	FO	29.1.19	FO	5.2.19	-
5	15004/R	Equipment Purchasing File (DBT Project)- Dr. Ventkatesh Kumar R., Deptt. of Zoology	FO	29.1.19	Dean Acadmic	5.2.19	-
6	12547/R	UGC-MRP Project (Chemical)-Dr. Sudipta Saha, Deptt. of Pharma Science	FO	29.1.19	FO	5.2.19	Allowed
7	17029/R	T/c PF of Dr. Abha Mishra, Assitant Professor, Deptt. of Zoology (Reg: LTC Anywhere in India)	FO	29.1.19	DR(Estt)	5.2.19	-

8	6441/R	Increment File - Non-Teaching	FO	29.1.19	FO	5.2.19	OK
9	12352/R	Requiriements of Low Temperature Refrigerator (-20 C) in Chemical Research Laboratories (DAC)- Dr. Jawahar Lal, DAC	IAO	30.1.19	FO	5.2.19	Included their Proposal under equipment head of UGC fund
10	19183/R	Ph.D Extension application Deptt. of Physics	R	31.1.19	AR(A)	5.2.19	Yes
11	12721/R	Board of Post Graduate Studies (BPGS)-HDFS	R	31.1.19	R	5.2.19	Approved
12	18092/R	School Board Meeting of Agriculture Sciences & Technology- Prof. RB Ram, Deptt. of Horticulture	R	31.1.19	R	5.2.19	-
13	6492/R	Increment File of Faculty Members	R	31.1.19	R	5.2.19	OK
14	6849/R	DRC Vol-IV th (DES)	COE	31.1.19	AR(A)	5.2.19	examine the provision of external co supervisor as mention in DRC minutes

15	12528/ R	Supply of Carpentry Goods for Hostels and Miscellaneous Maintenance Work of BBAU Buildings- 5(664)/2018	IAO	31.1.19	EE	5.2.19	Quickly process for
16	10647/ R	Appointment of Head in Various Departments Vol-IV	R	31.1.19	DR(Estt)	5.2.19	-
17	-	File no 404,467	COE	31.1.19	COE	5.2.19	-
18	10397/ R	Cleaning Work- GBS	GBS	31.1.19	GBS	5.2.19	No ploughing go for plantation large drive at a scale
19	-	नामांकन संख्या हेतु - Hindi Deptt.	Head, Hindi	31.1.19	COE	5.2.19	resolve the examination committee with amount of penalty
20	-	Fle No. 495	COE	31.1.19	COE	5.2.19	-
21	7152/R	GPF/CPF Advance/Withdrawal, Non Teaching - Part IV	R	31.1.19	DR (Estt.)	4.2.19	Ok. Proceed as per rules.
22	14097/ R	Celebration of 84th Birth Anniversary of Bharat Ratan Dr APJ Abdul Kalam on 15th October 2018	Dean Academic Affairs	31.1.19	FO	5.2.19	-

23	19096/ R	Faculty Members Award For Academic Excellence- Academic Section	Dean Academic Affairs	31.1.19	Dean Academic Affairs	5.2.19	-
24	12375/ R	Examination Committee Vol-IV	COE	31.1.19	COE	5.2.19	-
25	19225/ R	Equipment Service File- Dr. V Elangovan, Deptt. of Zoology	R	1.2.19	Dean Academic Affairs	5.2.19	Overhead charge is not meant for their perposal
26	4371/R	Maintenance of SAS Building- 5(526)/14	R	1.2.19	EE	5.2.19	Approved
27	19218/ R	Resource Person Approval 2018-19 (Even Semester)-DCS	R	1.2.19	R	5.2.19	F
28	19100/ R	Filter Papers for Air Samplers- DES	Head, DES	1.2.19	DR(Estt)	5.2.19

29	19226/ R	Representation For CAS permotion Tc PF of Dr. Narendra kumar DES	R	1.2.19	R	5.2.19	The attached order is of UP Govt. for year 2001. Which is not applicable. Hence, rule dose not support. File is dispose off.
30	18078/ R	NGS Services and Advance (UGC Start-up Grant)- Dr. Digvijay Verma, DEM	R	1.2.19	Dean Acadmic	5.2.19	-
31	19229/ R	T/C Pf of Smt. Munni devi MTS Reg. Child care Leave	R	1.2.19	DR(Estt)	5.2.19	-
32	19231/ R	T/C Pf of Dr. Sangeeta Chauhan ,Asst Prof. Reg. Child care Leave	R	1.2.19	DR(Estt)	5.2.19	-
33	12799/ R	Ph.D Admission 2018-19 department of history	R	1.2.19	R	5.2.19	Why only HOD signed ?

34	5974/R	Fund Utilisation Certificate & Audit-DST Centre for Policy	FO	4.2.19	FO	5.2.19	Ok proceed as per rules
35	-	STI Lecture Series	Dean Academic Affairs	4.2.19	FO	5.2.19	yes
36	19211/R	Strengthening of Research Facility- Prof. Ram Chandra, DEM	Prof. Ram Chandra, DEM	4.2.19	Director USIC	5.2.19	yes proceed as per rules
37	9416/R	DRC File- Dr. Surendra Kumar, Deptt. of Statistics, DAS/SPS	R	4.2.19	R	5.2.19	ok as per rules
38	19205/R	Study Tour File, Zoology 2019- Deptt. of Zoology	R	4.2.19	R	5.2.19	YES
39	18036/R	International Conference on Global Control of Green House Gases at the Sources by Physical and Chemical Technology 22-24 Marhc, 2K19 (GCGHGSPCT-2K19)- Deptt. of Chemistry	R	4.2.19	FO	5.2.19	try to adjust proposal
40	19238/R	T/c File Parliament Question- Academic Section	R	4.2.19	R	5.2.19	ok also inform to all
41	19207/R	Krishna Ram, M.Sc. IT/DIT/BBAU/2019- DIT	R	4.2.19	Dean Acadmic	5.2.19	Pl. suggest.
42	-	Classes of MPDC Course, Session Jan-May, 2019- Prof. Naveen Kumar Arora, DES	Prof. Naveen Kr. Arora, DES	4.2.19	Prof. Naveen Kr. Arora, DES	5.2.19	Allowed

43	7897/R	T/C Payment of DPW-II w.e.f. 04.11.2015	R	4.2.19	FO	5.2.19	Pay the amount Rs. 497/- as per BOM Resuloution attached. And office order 17/09/2015.
44	9864/R	Promotion Under CAS- Dr. Shailesh Kumar, DAC	Dean Academic Affairs	24.1.19	IAO	5.2.19	-