

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	9950/R	4th Book Exhibition 2016-17- GBL	FO	1.2.19	FO	8.2.19	Approved. Pay as per rules.
2	17036/R	Advertisement for Ambekdar Chair-2018	R	4.2.19	R	8.2.19	Chiar was sanctioned by UGC in July, 2014 which was expired in July, 2016. Do you have renewal if yes put or else Write to UGC for renewal . Who is responsible for getting it renewal earlier-Identify.

3	11125/R	Restructuring of Schools/Departments/Centres-Academic Section + Restructuring Of the School of Social Sciences (02 Files)	R	6.2.19	R	8.2.19	DR (Academic) and All HoDs (Member AC)..... To re-look and minutes and suggest. Review whenever there is dispute.....
4	19255/R	Request for Extension of Fund for B.Voc (FLG)- DAPS (Horticulture)	R	7.2.19	R	8.2.19	Yes. Pursue with UGC. If no grant then stop the course in next session of admission.
5	19192/R	272/Wi-Fi-RailTel/BBAU- Head, DIT	FO	7.2.19	FO	8.2.19	-
6	10849/R	DST-Inspire Fellowship Mr. Pranesh Kumar (Dr. Sudipa Saha, Deptt. of Pharma. Science)	FO	7.2.19	FO	8.2.19	Approved. Pay as per Fellowship rules.
7	18045/R	DBT-Consumable Related : Dr. Abha Mishra, Asstt. Prof., Deptt. of Zoology	FO	7.2.19	FO	8.2.19	Approved. Pay as per Project rules.

8	17066/R	Consumable Items- DST-SERB Project- Dr. RN Bhargava, DEM	FO	7.2.19	FO	8.2.19	Approved. Pay as per Project rules.
9	12886/R	Caution Money File (B.Ed 4th Sem), Deptt. of Education	FO	7.2.19	FO	8.2.19	Rotational the proceeding for further.
10	12441/R	Amrinder Singh Bedi Security Agency Payment II	FO	7.2.19	FO	8.2.19	Ok. Pay as per rules.
11	12090/R	Purchase of Coloured Xerox Machine for VC Sectt.- Store Section	FO	7.2.19	FO	8.2.19	Yes.
12	18098/R	Approval for BBA LLB(H) Session 2019-20 (Deptt. of Law)	FO	7.2.19	FO	8.2.19	Ok. As per rules.
13	19155/R	T/c TA Bill (Hon'ble Chancellor)- R/Office	FO	7.2.19	FO	8.2.19	Ok. Inform his on phone also mail him. Bu tpay early.
14	3838/R	Servicing of Agriculture Equipment- GBS	FO	7.2.19	FO	8.2.19	-
15	15061/R	Purchase of HP color Jet Laser Cerprindge/ Canen cartidge for COE office	FO	7.2.19	FO	8.2.19	-
16	-	106th Indian Science Congress 3-7 Jan 2019- Prof. RP Singh, DES	FO	7.2.19	FO	8.2.19	-

17	18046/R	One Day Seminar on the Occasion of Foundation Day- 10th Jaunary, 2019- Prof. Naveen Kumar Arora, DES	FO	7.2.19	FO	8.2.19	-
18	7897/R	T/C PF Payment of DPW-II w.e.f. 04.11.2015	FO	7.2.19	R	8.2.19	Ok. But try to maintain financial discipline. DR (Estt.) and FO to note before next meeting it is forwarded.
19	11934/R	File of dispute of Dr. Brajesh Kumar, Assistant Professor (Sociology)- Estt. Section	R	7.2.19	R	8.2.19	-
20	7394/R	Labour Requirements- B.Voc Floriculture & Landscape Gardening, DAPS (Horticulture)	R	7.2.19	R	8.2.19	How many students are presently admitted in B.Voc course. Report data.
21	-	Lecture on Organic and Carbohydrate Chemistry- DAC	Head, DAC	7.2.19	Head, DAC	8.2.19	Honorarium Approved.
22	19120/R	Repair of Photocopier Machine (Hindi Cell) (Ricoh)- STR	FO	7.2.19	FO	8.2.19	-
23	19101/R	Ambulance Fitness File (UP 32 DN 3760)- Vehicle Section	FO	7.2.19	FO	8.2.19	-

24	19246/R	Purchasing of Equipment of Rotary Evaporator, Vacuum Pump & Deep Freezer Under Ramalingaswami Re-Entry Project)- Dr. Pankaj Kumar Arora, DEM	Dean Academic Affairs	7.2.19	DR (S&P)	8.2.19	Approved from Project fund as per purchase rules.
25	-	Proposal for Invited Talks/Lectures- DCS	Head, DCS	7.2.19	Head, DCS	8.2.19	Approved.