S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	5225/R	Renovation of Council Hall 5(440)/2014 Part-2			Registrar	14/1/2016	
2	7643/R	High Mast Light in the University 5(401)/15 Part-2	F.O.	14/1/2016			
3	7066/R	Road Repair in University Campus 5(519)/15			Registrar	14/1/2016	