

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1		Civil Maintenance Work Part-2			Registrar	4/1/2016	Approval of Estimate
2	3888/R	Maintenance of SES Building			Registrar	4/1/2016	Issue of Work order
3	7555/R	Shifting and fixing of Modular Kitchen School for Home Science	Registrar	4/1/2016			
4	3067/R	M.S. Railing from Gate no-1 to Gate No-3 /5(481)/14 Part-1	Finance Office	4/1/2016			