

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	6878/R	consultancy proj:G water Dr. venkatesh dutta	VC	1/18/2016	CASHIER	1/19/2016	dispose off
2	7527/R	procurement of Electronic Devices	DCS	1/18/2016	SA	1/19/2016	
3		policy modelling lab	dst	1/18/2016	SA	1/18/2016	
4		Field visit & Workshop	dst	1/18/2016	SA	1/18/2016	
5		consumable & office stationary	dst	1/18/2016	SA	1/18/2016	
6	7525/R	JRF payment of Ms. Maya Bharti	VC	1/18/2016	CASHIER	1/18/2016	dispose off
7	5225/R	Renovation of council hall	R	1/18/2016	FO	1/18/2016	
8	3284/R	SIGNAGE BOARD IN UNI. CAMPUS	VC	1/18/2016	FO	1/18/2016	
9	3956/R	Aluminium partition work in SBBT	R	1/18/2016	FO	1/18/2016	
10	5101/R	Advance on the occasion of functiions	R	1/18/2016	LDC	1/18/2016	
11	7818/R	proposal for hostling the intersity tournament	R	1/18/2016	R	1/18/2016	
12	7215/R	palm plant plantation on main Road side in university campus	R	1/18/2016	LDC	1/18/2016	
13	7822/R	Advance for Refreshment	R	1/18/2016	LDC	1/18/2016	
14	6264/R	T/C pf of prof R.B Ram ,DAPS	R	1/18/2016	UDC	1/18/2016	
15	6927/R	Imprest amount	R	1/18/2016	UDC	1/18/2016	
16	3483/R	purchasing of nursery seeds	R	1/18/2016	LDC	1/18/2016	
17	6929/R	Gardening & Beautification committee	R	1/18/2016	AR	1/19/2016	
18	3837/R	Advance for university functions	R	1/18/2016	LDC	1/18/2016	
19	7616/R	Repairing & Purchase of Inverter and Battery	R	1/18/2016	LDC	1/18/2016	
20	7817/R	Hostel name Board glosingh Board	R	1/18/2016	LDC	1/18/2016	
21	5003/R	colouring /Finishing of cemented Pots /Plants	R	1/18/2016	LDC	1/18/2016	
22	5335/R	Diesel purchasing for Auditorium	R	1/18/2016	LDC	1/18/2016	
23	5782/R	PF of Dr. Amit Kumar Mishra Asstt. Professor	R	1/18/2016	LDC	1/18/2016	
24		purchasing of plumbinging goods		1/18/2016	SA	1/18/2016	
25		Imprest		1/18/2016	ARF	1/19/2016	
26	5412/R	Purchase of Sanitary Item Part-II	R	1/19/2016	S A	1/19/2016	
27	116/RCA	Freeship to RCA Student	RCA	1/19/2016	UDC	1/19/2016	
28		REGARDING MEDICAL TREATMENT OF SPOUSE	ARF	1/19/2016	so(E)	1/19/2016	
29		Advance /Adjustment for Sc/St cell	R	1/19/2016	LDC	1/19/2016	
30		Payment of Electricity bill of University Campus	VC	1/19/2016	FO	1/19/2016	
31		TA and Remuneration bills confidential envelope	R	1/19/2016	FO	1/19/2016	
32		imrest money	DHR	1/19/2016	UDC	1/19/2016	
33		LTC Dr G SUNIL BABU	R	1/19/2016	UDC	1/19/2016	
34		CHILDREN EDUCATION -3	R	1/19/2016	SA	1/19/2016	
35		Printing of diary &calender for y-2016	STR	1/19/2016	FO	1/19/2016	
36		Purchase of AC for UIET	STR	1/19/2016	FO	1/19/2016	
37		purchase of garbage dustbin	STR	1/19/2016	FO	1/19/2016	
38		ImpreST four files	R	1/19/2016	UDC	1/19/2016	
39		Registrar mobile bill payment file	R	1/19/2016	FO	1/19/2016	
40		sitting fee for attending the meetings of BOM	VC	1/19/2016	FO	1/19/2016	
41		RGNF shaifali singh	R	1/19/2016	UDC	1/19/2016	
42		JRF Anand pratap singh	R	1/19/2016	UDC	1/19/2016	

43	PF of shri D.J BALACHANDRAN	R	1/19/2016	FO	1/19/2016	
44	Decorative light works on Foundation day celebration	R	1/19/2016	FO	1/19/2016	
45	Advance imprest	R	1/19/2016	UDC	1/19/2016	
46	supply & INSTALLATION OF MODULAR KITCHEN IN VC RESIDENCE	R	1/19/2016	FO	1/19/2016	
47	construction of shed at Ambedkar statul in front of Auditorium	R	1/19/2016	SA	1/19/2016	