

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	7152 R	GPF/CPF Advance/ Withdrawal for N/T, PART-IV.	PIC/Estt	12.1.16	VC	13/Jan	For Approval
2	7009 R	Devi-Devetaon ka Apmaan.	VC	28.12.15	VC	13/Jan	For Approval
3	6273 R	T/c PF of NKS MORE	PIC/Estt	28.12.15	AR/Estt	13/Jan	Discuss
4	6105 R	MOU for Shodhganga Central Library,	VC	31.12.15	FO	13/Jan	For need full.
5	7653 R	Appointment of JRF in DBT Project. Dr. Anand Prakash.	PI	5.1.16	VC	13/Jan	Cofi
6	7541 R	PF of Prof. Narendra Kumar.DPS	PIC/Estt	6.1.16	IAO	13/Jan	May Examine the Case
7	7064 R	HPC Agenda Resolution	IAO	6.1.16	IAO	13/Jan	Discuss
8	5396 R	Payment of M/S Security Solution Services .	VC	6.1.16	VC	13/Jan	For Approval
9	7598 R	T/C PF of Shri Rama Shankar Singh FO.	IAO	6.1.16	VC	13/Jan	For Approval
10	7486 R	T/C PF of Sh. R.K. Shukla PS to R	PIC/Estt	7.1.16	PIC/Estt	13/Jan	For need full.
11	3346 R	Purchase of Bush Cutter	Coor.GBS	8.1.16	FO	13/Jan	For need full.
12	3207 R	Service of Tractor HMT UP-32-Z-0843 39/GBS/13	Coor.GBS	8.1.16	FO	13/Jan	For need full.
13	3218 R	Imprest Money GBS, 1/GBS/2013	Cord.GBS	8.1.16	FO	13/Jan	For need full.

14	7073 R	Purchase of Cemented Sofa Set GBS.Committee.	Chair-	8.1.16	FO	13/Jan	For need full.
15	7670 R	JRF continuation Certificate File.	HoD	8.1.16	AR/A	13/Jan	For need full.
16	7496 R	Sanction of Transfer TA Advance in respect of FO	DR/Legal	8.1.16	VC	13/Jan	For Approval
17	3491 R	requirment of compurter, RCA	AR/Snp	8.1.16	VC	13/Jan	For Approval
18	7671 R	Purchase of Cartridge for FO.	AR/Snp	8.1.16	VC	13/Jan	For Approval
19	5091 R	PF. Of sh. Sudhir Kumar Suthar. Asstt. Prof.	PIC/Estt	8.1.16	AR/Estt	13/Jan	Draft Amendment
20	4892 R	Asstt.Prof. Contractual. HD & FS.	PIC/Estt	8.1.16	IAO	13/Jan	Draft the Letter Plz.
21	4183 R	T/c-2 Sanction of manpower.	PIC/Estt	8.1.16	PIC/Estt	13/Jan	Letter of HOD May Also.....
22	7506 R	Appointment of Nodal Officer Establishmeant Section.	PIC/Estt	8.1.16	PIC/Estt	13/Jan	For need full.
23	7098 R	Revised pay fixation of Dr. Shashi Kant Pandey. DPS.	PIC/Estt	8.1.16	FO	13/Jan	For need full.
24	7288 R	LTC of Block 2014-17, Dr. Gopal Singh	PIC/Estt	8.1.16	VC	13/Jan	For Approval
25	7099 R	Traning to Ms. Sabnam Saifi, UDC, All India Confedration of Th Blind Braille.	PIC/Estt	8.1.16	Dir-UIET	13/Jan	For need full.
26	3956 R	Aluminium Partition work SBBT, 5(388)/13.	EE	8.1.16	IAO	13/Jan	For need full.
27	6256 R	Maintenance of Electrical Underground Cable I Uni. Campus 5(412)/15 Part-II	EE	8.1.16	FO	13/Jan	For need full.

28	7555 R	Sifting And Fixing of Modular Kitchen.	EE	8.1.16	VC	13/Jan	For Approval
29	6092 R	Repairing of Old Chairs 5(554)/2015	EE	8.1.16	VC	13/Jan	For Approval
30	3228 R	Imprest Mony Of the Exn Office 5(430)13	EE	8.1.16	FO	13/Jan	For need full.
31	3485 R	पुष्प प्रदर्शनी 2014	Cor/GBS	8.1.16	FO	13/Jan	May Examine plz.
32	7637 R	Gate No. 1 par changing Room and Washroom ki vyastha.	EO	9.1.16	EO	13/Jan	For need full.
33	7675 R	DRC main File.	AR/A	9.1.16	VC	13/Jan	For Approval
34	5330 R	UGC JRF Activation File 2015	AR/A	9.1.16	AR/A	13/Jan	For need full.
35	7676 R	Purchase of Battery for Examination Section.	AR/Snp	9.1.16	VC	13/Jan	For Approval
36	5243 R	PF of Dr. Shura Darapuri.	PIC/Esstt	9.1.16	IAO	13/Jan	May Examine plz.
37	7677 R	Space for Integrated B.Sc. (Hon)- M.Sc. Applied Geology.	Cor-	9.1.16	AR/A	13/Jan	For need full.
38	7635 R	MBA Infrstructure Mangemeant, DRM	FO	9.1.16	HOD	13/Jan	For need full.
39	5579 R	JRF Fellowship Kamlesh Kumar Verma.	AR/A	9.1.16	FO	13/Jan	For need full.
40	7586 R	Signage Board for the cafeteria Parking.	EO	9.1.16	FO	13/Jan	For need full.
41	3115 R	General Office Order- 137/Estt/BBAU/2013	PIC/Estt	10.1.16	VC	13/Jan	For Approval

42	7687 R	T/C PF Of ram Shankar Singh, Reg. Appointment of Examinar of Institute of	PIC/Estt	10.1.16	DR/Legal	13/Jan	What are the Rule
43	7600 R	Resignation From the Post Of DST Inspire Faculty Position Dr. Pramod	PIC/Estt	10.1.16	FO	13/Jan	For need full.
44	6230 R	PF of Dr. P Mohanty, CSSEIP	PIC/Estt	10.1.16	PIC/Estt	13/Jan	For need full.
45	6111 R	Appointment of Part time Medical Attendent on Contract Basis	PIC/Esstt	10.1.16	IAO	13/Jan	May Examine The Draft
46	7005 R	PF of Sh. Ishwar Chandra, Driver- Vol -1 & Vol-2	PIC/Esstt	10.1.16	FO	13/Jan	For need full.
47	7540 R	Inspection Report of Labour Commission in respect of BBAU.	PIC/Estt	10.1.16	DR/Legal	13/Jan	For need full.
48	7359 R	T/C Departmental Examination for the Post of PA.	VC	10.1.16	PIC/Estt	13/Jan	For need full.
49	3638 R	Department of Plant Science ka nirman 5(502)/14	EE	10.1.16	IAO	13/Jan	For need full.
50	6148 R	वि.वि. के तीनों गेट पर बैरियर लगवाने हेतु.	EE	10.1.16	VC	13/Jan	For Approval
51	3060 R	Road Work at Ashoka Boys Hostel5 5(499)EE/2014	EE	10.1.16	IAO	13/Jan	For Approval
52	7688 R	Regarding medical treatment of Spouse Dr. Ramesh Chandra.	Cor-	11.1.16	FO	13/Jan	For need full.
53	7689 R	Conference Rimbursement File , Dr. M.k. Padhy.	HoD	11.1.16	FO	13/Jan	For need full.
54	4733 R	RGNF File of Sh. Surendra Singh Research School.	AR/A	11.1.16	AR/A	13/Jan	For need full.
55	7690 R	Nomennuclature of B.Sc. -M.Sc. Applied Geology SES.	AR/A	11.1.16	AR/A	13/Jan	For need full.

56	3738 R	Constitution of Academic Coucil.	AR/A	11.1.16	VC	13/Jan	For Approval
57	6710 R	DRC-VI	AR/A	11.1.16	VC	13/Jan	For Approval
58	3548 R	R.G.N.F.-2010 File No. 151	AR/A	11.1.16	AR/A	13/Jan	For need full.
59	7109 R	Fire Extinguisher for Guest House.	EO	11.1.16	FO	13/Jan	For need full.
60	3128 R	Repair Of Spectro Photo Meter DES .	Head	11.1.16	AR/Snp	13/Jan	For need full.
61	5630 R	PF of Rahul Varshney. Asstt. Proff. DAS	FO	11.1.16	IAO	13/Jan	Examine Plz
62	7147 R	PF of Dr. Preeti Chaudhary. Asstt.Prof. DPS	FO	11.1.16	PIC/Estt	13/Jan	For need full.
63	7469 R	Payment of DPW	FO	11.1.16	FO	13/Jan	For need full.
64	7691 R	Constitute a Committee of D.Law.	HoD	11.1.16	AR/A	13/Jan	For need full.
65	7363 R	Purchase of Electronics And Communication Lab Items For B.Tech	Hod	11.1.16	FO	13/Jan	May Examine plz.
66	7692 R	Extntion of Contractual Faculty...	HoD	11.1.16	AR/Estt	13/Jan	For need full.
67	7693 R	Sensor based Urinal For Toilets.	EO	11.1.16	VC	13/Jan	For Approval
68	7694 R	Cleaning of External Granite stone floor. Auditorium.	EO	11.1.16	EO	13/Jan	Committee For What.....
69	7695 R	Cash Advance..Pat -3	EO	11.1.16	FO	13/Jan	For need full.

70	7219 R	Approval for Sound System	DSW	11.1.16	FO	13/Jan	For need full.
71	7696 R	Proposal for Techno Culture Fest..	DSW	11.1.16	VC	13/Jan	For Approval
72	4086 R	Caution Mony, Academic Section	AR/A	11.1.16	FO	13/Jan	For need full.
73	7565 R	Reperesentation of Vineet Kumar in SC/ST Cell, DEM	DR-SC/ST	11.1.16	AR/A	13/Jan	For need full.
74	7301 R	National Commission for Sshedule Castes, Vol-3	DR-SC/ST	11.1.16	AR/A	13/Jan	Discuss
75	3940 R	JRF (2012-13) HD&FS	Dean	11.1.16	AR/A	13/Jan	For need full.
76	7697 R	Construction of Student Activity Center. Part-2, 5(549)/2015	EE	11.1.16	FO	13/Jan	For need full.
77	5997 R	F.N. Regarding Reservation Roster for ad. Hoc Employee.	DR-SC/ST	11.1.16	AR/Estt	13/Jan	For need full.
78	7699 R	Notification of BPGS Members of DAPS (hort)	HoD	11.1.16	AR/A	13/Jan	For need full.
79	7800 R	Lien for TISS, Dr. S Darapuri.	HoD	11.1.16	AR/Estt	13/Jan	For need full.
80	7680 R	Proidinf Service of miRNA Sequencing & nalysis, Dr. Virendra Sukla.	VC	11.1.16	AR/A	13/Jan	For need full.
81	7662 R	Purchase of Carpet at Guest House.	VC	11.1.16	I/C GH	13/Jan	For need full.
82	7649 R	Special Lecture: SES	VC	11.1.16	AR/A	13/Jan	For need full.
83	7664 R	PF of Ms. Sufiya Ahmad, Lecturer, D.Law.	VC	11.1.16	PIC/Estt	13/Jan	Letter Signed.

84	7660 R	Forwarding Application of Dr. A. Mahadeva, RCA.	VC	11.1.16	PIC/Estt	13/Jan	For need full.
85	6708 R	Ph.d Admission 2015-16.	VC	11.1.16	AR/A	13/Jan	For need full.
86	6131 R	Grievances File Teaching	VC	11.1.16	AR/Estt	13/Jan	For need full.
87	7575 R	RGNF M.Phil Student, Shushil Kumar	HoD	12.1.16	AR/A	13/Jan	For need full.
88	7447 R	Maintinance Grant File, HD & FS.	HoD	12.1.16	FO	13/Jan	For need full.
89	4006 R	Ms. Bela Turkey Kaushal, RGNF. File With Ph.D Thesis Submission,	COE	12.1.16	DR-SC/ST	13/Jan	For need full.
90	7075 R	Inspire Scholarship Programmes.	Hod	12.1.16	AR/A	13/Jan	For need full.
91	7515 R	Sports Events	Sport-Cor	12.1.16	AR/Snp	13/Jan	For need full.
92	7603 R	Purchase of Sport Items.	cor-	12.1.16	AR/F	13/Jan	Discuss
93	7510 R	Purchase of Gymnasium & Indoor Games Item	Chair-	12.1.16	AR/Snp	13/Jan	For need full.
94	4308 R	Repairing Painting of Engineering Sectt. 5(489)/14	IAO	12.1.16	IAO	13/Jan	For need full.
95	7283 R	Grant for Upgradation of Computer Center	IAO	12.1.16	FO	13/Jan	Putup A Draft
96	7802 R	Academic Activity, Sanjay Kumar DAPS.	HOD	12.1.16	AR/A	13/Jan	For need full.
97	4866 R	PF of Preeti Gupta, Asst. Prof.	FO	12.1.16	DR/Legal	13/Jan	For need full.

98	7803 R	Advance for Purchase of Stationery Items.DE&C	Cor-	12.1.16	VC	13/Jan	For Approval
99	4609 R	Confirmation Of Teachers/ Non Teachers Empolyes.	PIC/Estt	12.1.16	VC	13/Jan	For Approval
100	7521 R	Requiremeant Of Staff in Engineering Departmeant. 5 (239)/2006.	PIC/Estt	12.1.16	VC	13/Jan	For Approval
101	3573 R	Contingency File For YS-DST-AM-DAAS-2012	PI/ Abha Mishra	12.1.16	FO	13/Jan	For Approval
102	7440 R	Advance for 103th Indian Science Congress.2016 Held at Univ. of Mysore	AR/A	13.1.16	AR/A	13/Jan	For need full.
103	5730 R	Application for Attainding International Conference.	AR/A	13.1.16	AR/A	13/Jan	For need full.
104	7231 R	Academic Activity - 205, Satanu maji.	AR/A	13.1.16	AR/A	13/Jan	For need full.
105	7668 R	Board of UG Studies B.Voc Course.	AR/A	13.1.16	HOD	13/Jan	For need full.
106	4207 R	PF of Sh. D. Jayabalachandran, Deputy Registrar. Vol-3	FO	13.1.16	PIC/Estt	13/Jan	For need full.
107	6494 R	Payment of Legal Fee, Vol-2	FO	13.1.16	DR/Legal	13/Jan	For need full.
108	3284 R	Signage Board in University Campus (retroriflective) 5(423)/13	EO	13.1.16	FO	13/Jan	For need full.
109	6142 R	department Print Journals BBA. LLB (H) DHR	Hod	13.1.16	FO	13/Jan	For need full.
110	5836 R	Construction of Student Activity Center. 5(549)/2015	EE	13.1.16	VC	13/Jan	For Approval
111	4244 R	File for Helth Center.	PIC/Esstt	13.1.16	AR/Estt	13/Jan	For need full.

112	6007 R	case of physical violence etc. among B.Tech.student. 18/proctor/bbau/15	PIC/Esstt	13.1.16	AR/Estt	13/Jan	Why the file has not been routed through proper channel
113	7521 R	Requiremeant Of Staff in Engineering Departmeant. 5 (239)/2006.	VC	13.1.16	PIC/Estt	13/Jan	For need full.
114	6092 R	Repairing of Old Chairs 5(554)/2015	VC	13.1.16	EE	13/Jan	For need full.
115	6148 R	वि.वि. के तीनों गेट पर बैरियर लगवाने हेतु.	VC	13.1.16	EE	13/Jan	For need full.
116	7653 R	Appointment of JRF in DBT Project. Dr. Anand Prakash.	VC	13.1.16	Dr.Anand Prakash	13/Jan	For need full.
117	7152 R	GPF/CPF Advance/ Withdrawal for N/T, PART-IV.	VC	13.1.16	AR/Estt	13/Jan	By hand Anil
118	3738 R	Constitution of Academic Coucil.	VC	13.1.16	AR/A	13/Jan	For need full.