

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	7591 R	Selectionj for the post of Professor( UR-01)	VC	31.12.15	PIC/R	5/Jan	For need full.
2	3829 R	Advance & Imprest.	Cor/DNM	4.1.16	FO	5/Jan	For need full.
3	7627 R	Requirment of Furniture/DAP/BBAU	Cor-	4.1.16	AR/Snp	5/Jan	For need full.
4	7628 R	Mutual Transfer of Lab Assitt/DAP	Cor-	4.1.16	HoD	5/Jan	For Comments
5	7514 R	Online Leave System.	PIC/Esstt	4.1.16	Dir-CC	5/Jan	For Comments
6	7496 R	Sanction of Transfer TA Advance in respect of FO	PIC/Esstt	4.1.16	DR/Legal	5/Jan	For need full.
7	7540 R	Inspection Report of Labour Commission in respect of BBAU.	PIC/Esstt	4.1.16	VC	5/Jan	For Approval
8	7629 R	T/C PF of Sh. Ram Parvesh Pal. (Passport).	PIC/Esstt	4.1.16	VC	5/Jan	For Approval
9	7604 R	Visiting Faculty in DPS	PIC/Esstt	4.1.16	AR/Esstt	5/Jan	What are the Existing Rule for .....
10	7610/R	T/C PF of Dr. G Sunil Banu, DBT	PIC/Esstt	4.1.16	PIC/Esstt	5/Jan	For need full.
11	7187 R	Grass in Children Park	Cor-	4.1.16	VC	5/Jan	for appronal
12	3850 R	BPGS. Dpartment of Envi. Microbiology.	Coor/DEM	4.1.16	AR/A	5/Jan	For need full.
13	7630 R	NHFDC Scholarship 2012-13, Mr.Roshan Kr.Sahu.	HoD	4.1.16	FO	5/Jan	For need full.

14	7064 R	HPC Agenda Resolution	PIC/Estt	4.1.16	IAO	5/Jan	For need full.
15	7127 R	Committee for the Purchase of Chemicals.	FO	4.1.16	AR/Estt	5/Jan	For need full.
16	3548 R	R.G.N.F.-2010 File No. 151	HOD	4.1.16	FO	5/Jan	For need full.
17	6402 R	Repairing Drum Cartridge DLIS.	HOD	4.1.16	FO	5/Jan	For need full.
18	7631 R	Civil maintenance Work 5(457)/15. PART-2.	EE	4.1.16	FO	5/Jan	For need full.
19	3888 R	Maintenance work of SES Building, 5(372)/13	EE	4.1.16	VC	5/Jan	May Also Peruse Plz.
20	7459 R	Equipment purchase file.	AR/Snp	4.1.16	VC	5/Jan	For Approval
21	3124 R	Purchase Of Cartridge (P-1007)	AR/Snp	4.1.16	FO	5/Jan	For need full.
22	7006 R	Purchase of chemical glassware and plasticware.	AR/Snp	4.1.16	AR/Snp	5/Jan	For need full.
23	6938 R	Purchase of Computer & Digital Copier Machine.	AR/Snp	4.1.16	FO	5/Jan	For need full.
24	7652 R	Volley ball Court for Hostel.	Warden	4.1.16	FO	5/Jan	For need full.
25	7634 R	छात्रावास मे साउंड सिस्टम बीजक के आधार पर खरीदने से संबन्धित पत्रावलि ।	Warden	4.1.16	FO	5/Jan	May Examine plz.
26	7635 R	MBA Infrstructure Mangemeant, DRM	Hod	4.1.16	VC	5/Jan	for Approval
27	7636 R	परिसर मे पुलिस चौकी की स्थापना	EO	4.1.16	EO	5/Jan	Discuss

28	7637 R	Gate No. 1 par changing Room and Washroom ki vyastha.	EO	4.1.16	VC	5/Jan	for Approval
29	5580 R	आदेश और सूचना का अनुवाद	HO	4.1.16	HO	5/Jan	For need full.
30	4799 R	राजभाषा कार्यान्वयन समिति की बैठक	Chair-	4.1.16	HO	5/Jan	For need full.
31	6264 R	T/C PF of Prof. R.B. Ram	PIC/Estt	4.1.16	FO	5/Jan	For need full.
32	7566 R	Orientation Program, Asstt. Lib.	PIC/Estt	4.1.16	VC	5/Jan	for Approval
33	7070 R	Home LTC ,Dr. Siddharth Mukerji.	PIC/Estt	4.1.16	VC	5/Jan	for Approval
34	4866 R	PF of Preeti Gupta, Asst. Prof.	PIC/Estt	4.1.16	FO	5/Jan	For need full.
35	4932 R	Internal Quality Assurance Cell, IQAC	PIC/Estt	4.1.16	AR/Estt	5/Jan	Discuss
36	5711 R	T/C PF of Hemlata Pandey, Asstt.Prof. HD&FS	PIC/Estt	4.1.16	VC	5/Jan	For Approval
37	5630 R	PF of Rahul Varshney. Asstt. Proff. DAS	PIC/Estt	4.1.16	VC	5/Jan	For Approval
38	4941 R	Republic Day Festival.	PIC/Estt	4.1.16	AR/Estt	5/Jan	Propose the Committee Plz.
39	5782 R	PF of Dr. Amit Kumar Mishra.	PIC/Esstt	4.1.16	VC	5/Jan	for Approval
40	7638 R	Foundation Day.	PIC/Esstt	4.1.16	AR/Estt	5/Jan	
41	5539 R	Tour Programme (TA/DA) Ramanujam Fellowship of Dr. Devesh Kumar,	PI	4.1.16	VC	5/Jan	for Approval

42	7479 R	Engagement of Consultant	AR/Estt	4.1.16	PIC/Estt	5/Jan	Draft amendment
43	6893 R	Guest House Rule Regulaitotion 2012,	PIC/Estt	5.1.16	I/C GH	5/Jan	Draft amendment
44	4117 R	Payment of vice Chancellor Mobile bill Post Paid Sim For VC.	AR/Tele	5.1.16	FO	5/Jan	For need full.
45	6251 R	Post-Paid Sim For FO	AR/Tele	5.1.16	FO	5/Jan	For need full.
46	4311 R	Civil maintinance Work 5(457)/14	EE	5.1.16	FO	5/Jan	For need full.
47	5617 R	Retro Refletive Guid Map 5(450)/2014	EE	5.1.16	FO	5/Jan	For need full.
48	3381 R	Extension of School Building for Biotechnology. 5(414)/13	EE	5.1.16	EE	5/Jan	For need full.
49	3399 R	Renovation in SES Building, 5(435)/2014	EE	5.1.16	FO	5/Jan	For need full.
50	7643 R	High mast light in the Uni. 5(401)2015 Part - 2	EE	5.1.16	FO	5/Jan	For need full.
51	3297 R	Purchase of Diesel for Genretor 5(330)/11	EO	5.1.16	FO	5/Jan	For need full.
52	4900 R	Imperset Mony File.	EO	5.1.16	FO	5/Jan	For need full.
53	7644 R	Studente's Group Health Scheme.	Registrar	5.1.16	VC	5/Jan	for Approval
54	3328 R	Printing of University Name File Covr/ Voucher.	AR/Store	5.1.16	AR/Snp	5/Jan	Has the file cover been disigned with hindi words
55	7082 R	Establishmeant of LAB.	AR/Store	5.1.16	AR/Snp	5/Jan	For need full.

56	5343 R	Internet access.	AR/Store	5.1.16	Dir-CC	5/Jan	For need full.
57	5926 R	Requirment of HPLC	AR/Store	5.1.16	AR/Snp	5/Jan	For need full.
58	3933 R	P.O.L. imprest File	AR/Vehi.	5.1.16	FO	5/Jan	For need full.
59	3714 R	Purchase of Chemicals from DST., Dr. Gaurav Kaithwas.	Coo/Pharm	5.1.16	FO	5/Jan	For need full.
60	3519 R	JRF-DST, Dr. Gaurav Kaithwas	Cor/Pharm	5.1.16	FO	5/Jan	For need full.
61	7647 R	Group Insurance Policy for New Appointments of BBAU	FO	5.1.16	VC	5/Jan	For Approval
62	7506 R	Appointment of Nodal Officer Establishmeant Section.	PIC/Estt	5.1.16	VC	5/Jan	may also peruse before release....
63	7491 R	I.Q.A.C (Prof.NMP. Verma)	PIC/Estt	5.1.16	AR/Estt	5/Jan	Discuss
64	4672 R	National Knowledge Network (NKN)	CP	5.1.16	VC	5/Jan	For Approval
65	6952 R	Water coolar & Airconditionar	AR/Snp	5.1.16	Chair-Prof Preeti	5/Jan	For need full.
66	7585 R	Requirments of CCTVs.	EO	5.1.16	EO	5/Jan	For need full.
67	7654 R	Publication of Tender Notice.	AR/Snp	5.1.16	VC	5/Jan	May be considered if it is as per GFR Rules.
68	7655 R	232/PFMS/DIT/BBAU/15	HoD	5.1.16	FO	5/Jan	May be discuss if .....