

S.No	File /Letter No.	Subject	From whom Received	Recived Date	Sent to	Sent Date	Remark
1	7399/R	मल्टी-फंक्शनल प्रिंटर बीजक के आधार पर खरीदने से सम्बन्धित पत्रावली, कनिष्का	FO	1/1/2016	FO	6/1/2016	Yes as per rules
2	3128/R	Repair of Spectrophotmeter, DES	FO	1/1/2016	FO	6/1/2016	Yes as per rules
3	7518/R	Leaving work back side of central library building, GBS	FO	1/1/2016	FO	6/1/2016	Yes as per rules
4	7479/R	Gardening and Butification Committee (Part 2)	FO	1/1/2016	FO	6/1/2016	Why can't we have one file for each issue / subject
5	7603/R	Purchase of sports Item, Sport	FO	1/1/2016	FO	6/1/2016	Yes as per rules
8	4833/R	Transport committee, National Social Science Conference, Vehcle Sec.	FO	1/1/2016	FO	6/1/2016	Yes as per rules
9	7524/R	Rquirement Chemicals/Glassware's/Plastic	FO	4/1/2016	FO	6/1/2016	Pls. Discuss
10	-	Purchase of Biometric Machines for the Univ.	FO	4/1/2016	FO	6/1/2016	अनुमोदित अगर पूर्णत्या नियमपूर्वक है ।
11	7204/R	222/Contengency/Advance/U GC/DIT/BBAU/15 - DIT	FO	4/1/2016	FO	6/1/2016	Yes as per rules
12	7475/R	केन्द्रीय पुस्तकालय में सीपित होनी लिपटों का वार्षिक अनुरीक्षणीय अनुबन्ध	FO	4/1/2016	FO	6/1/2016	Yes as per rules
13	7029/R	Purchase of Chemical Glassware Plasticware (2015-16). D. Pharm	FO	4/1/2016	FO	6/1/2016	Pls. Discuss
14	6576/R	Purchase of UPS, SHS	FO	4/1/2016	FO	6/1/2016	Ok as per rules
15	6768/R	Maintenance of Instruments, DES	FO	4/1/2016	FO	6/1/2016	Yes as per rules

16	7601/R	Repairng of Stage in Main Auditorium	FO	4/1/2016	FO	6/1/2016	Yes as per rules
17	7510/R	Purchase of Gymnasium & Indoor Games Items	FO	4/1/2016	FO	6/1/2016	Why we make one file , there is
20	-	220/Advance for LUSCON-2015/DIT	FO	5/1/2016	FO	6/1/2016	Yes as per rules
21	7559/R	Advance for RCP Programme	FO	5/1/2016	FO	6/1/2016	Yes as per rules
22	6569/R	Purchase of PCI Wirreless Lan card/DIT	FO	5/1/2016	FO	6/1/2016	Yes as per rules
23	7370/R	Book-Stoppers /G.B.L.	FO	5/1/2016	FO	6/1/2016	Yes as per rules
24	7587/R	Shofed With Complete Modular Furniture	FO	5/1/2016	FO	6/1/2016	Yes as per rules
25	7618/R	Photocopy Machine File /RCA	FO	5/1/2016	FO	6/1/2016	Yes as per rules
26	6108/R	201/Appointment of RA under young scientist scheme/DIT/Dr.D. PANDEY	FO	5/1/2016	FO	6/1/2016	Yes as per rules
27	7642/R	Decrative Lighting Warks on Foundation Day Celebrations 5(587)/2016	FO	5/1/2016	FO	6/1/2016	Havent we purchased the light?
31	5630/R	PF of Dr. Rahul	FO	5/1/2016	FO	6/1/2016	(FO)
32	5782/R	PF of Dr. Amit Kumar Mishra/D.A.S.	FO	5/1/2016	FO	6/1/2016	(FO)
33	-	Botanical Garden /DAPS(Horti)	FO	5/1/2016	FO	6/1/2016	There was another file
35	-	Proposal for 400mt. Traele	FO	5/1/2016	FO	6/1/2016	Pls. Discuss
43	-	catering committee for VI Convocation finance Section	FO	5/1/2015	FO	6/1/2015	Some Body has to do it Request rejected

44	4448/R	मालियो के अतिरिक्त वेतन के सम्बन्ध मे	FO	4/1/2016	FO	6/1/2015	Pls. Discuss
46	6757/R	M.Sc. Admission Environmental Microbiology	R	1/1/2016	R	6/1/2016	Seen
47	6843/R	Dr. Nirula, Research scientist 'B' DH	R	1/1/2016	R	6/1/2016	Yes as per rules
48	6877/R	PF of Shri Pinku Tiwari, Lab Attendant	R	1/1/2016	R	6/1/2016	OK Yes as per rules
49	5921/R	Extention of Ph.D. Submission, Mr. Lalta Prasad, DPS	R	1/1/2016	R	6/1/2016	Yes as per rules
50	7014/R	Student council 2015-16, DSW	R	1/1/2016	R	6/1/2016	Student council must be on place before 8/1/2016
51	7197/R	Application CUH, Dr. Naveer Kumar Arora, DEM	R	1/1/2016	R	6/1/2016	Ok as per rules
52	6756/R	M.Sc. Admission Environmental Microbiology	R	1/1/2016	R	6/1/2016	Seen
53	6708/R +6656/R	Ph.D. Admission File + Case of Varun Kumar reg. Ph.D. Counselling	R	1/1/2016	R	6/1/2016	OK
54	7623/R	Promotion of Group 'B' posts, DPC	R	1/1/2016	R	6/1/2016	Ok as per rules
55	7152/R	GPF/CPF Advance/Withdrawal, Non Teaching - Part IV	R	1/1/2016	R	6/1/2016	Ok as per rules
56	5396/R	Payment for M/S Security Solution Services, Security sec.	FO	1/1/2016	R	6/1/2016	Registrar for Recommendation
57	7054/R	T.C. Extend the services of contractual staff	FO	1/1/2016	R	6/1/2016	Pls. Discuss
58	6230/R	PF of Dr. Pasamita Mohanty, Reader cum Deputy Director	R	4/1/2016	R	6/1/2016	Ok as per rules
59	7190/R	PF of Shri Arvind Shukla, R.S.O	R	4/1/2016	R	6/1/2016	He must join by 31/1/2016

60	4844/R	T/C PF of Shri Somesh Chandra, Section officer	R	4/1/2016	R	6/1/2016	Yes as per rules
61	7193/R	PF of Er. Vishal Singh, Asstt. Engineer (Electrical)	R	4/1/2016	R	6/1/2016	Yes as per rules
62	5613/R	MHRD/UGC Correspondence	R	4/1/2016	R	6/1/2016	Seen
63	5014/R	W.P.NO.472 of 2015(M/S) - Himanshu Sharma Vs. BBA University & another	R	4/1/2016	R	6/1/2016	Seen
64	7632/R	Repair of photocopier machine, Registrsr office	R	4/1/2016	R	6/1/2016	अनुमोदित अगर नियमानुसार है ।
65	6929/R	Gardening and Butification Committee (Part 1)	R	4/1/2016	R	6/1/2016	-
66	7070/R	Home.L.T.C. Dr. Siddartha Mukerji/Dett.Poli. Sci.	R	5/1/2016	R	6/1/2016	Yes as per rules
67	7566/R	Orientation Programme , Assitant Librarian -GBL	R	5/1/2016	R	6/1/2015	Pls. Discuss
68	7537/R	CAS Application of Dr. M. Ravi Kumar Vejendla From Stage II to StageIII	R	5/1/2016	R	6/1/2016	OK
69	5711/R	T/C PF of Hemlata Pandey/HD&FS	R	5/1/2016	R	6/1/2016	Yes but work one day break
70	7635/R	MBA InfrastructureManagement	R	5/1/2016	R	6/1/2016	Yes as per rules
71	5539/R	Tour Programme (TA/DA) Ramanujam Fellowship of Dr. Devesh Kumar	R	5/1/2016	R	6/1/2016	Yes as per rules
72	7637/R	गेट नं. 1 पर चेंजिंग रूप एवं वाशरूम की व्यवस्था	R	5/1/2016	R	6/1/2016	OK
73	7459/R	Role of Protease activated receptors in Glioma migration and invasion/DBT/ DR. Anand Prakash	R	5/1/2016	R	6/1/2016	OK Yes as per rules

74	3888/R	Maintenance of SES Building 5(372)/13	R	5/1/2016	R	6/1/2016	Seen
75	7644/R	Student's Grop Heath Scheme/ R-office	R	5/1/2016	R	6/1/2016	Yes
76	7629/R	T/C PF of Shir Ram Pravesh Pal CSSEIP	R	5/1/2016	R	6/1/2016	Yes as per rules
77	7187/R	Grass in Children's Park/Sports Sec.	R	5/1/2016	R	6/1/2016	Need Discuss
78	7647/R	Group Insurance Policy for New appointess	R	5/1/2016	R	6/1/2016	Yes as per rules
79	7540/R	Inspection Report of Labour ommissiones in respect of	R	5/1/2016	R	6/1/2016	OK
80	4672/R	National Knowledge Network (NKN), Annual Workshop - CC	R	5/1/2016	R	6/1/2016	OK Yes as per rules
81	7506/R	Appointment of Nodal Officer, Esst. Section	R	5/1/2016	R	6/1/2016	Seen
82	7654/R	Publication of tender Notice	R	5/1/2016	R	6/1/2016	A Approved & Expedite publications Registrar is authorized to get
83	5486/R	Promotion Under CAS from stage 2 to stage 3, DHR	Pic(Estt.)	5/1/2016	R	6/1/2016	अनुमोदित अगर नियमानुसार और अगर चयन हो जाता है तो विषय को विधि अनुसार देखा जायेगा।
84	3065/R	Interlocking for v.c's Residence 5(428)/13	R	5/1/2016	R	6/1/2016	OK
85	-	File-2, (1).Result Notification Dec.2015, (2).Result Notification May.2015	COE office	5/1/2016	COE	6/1/2016	Ok as per rules