

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	6996R	INSTALLATION OF SUBMERSIBLE PUMP	VC	02.11.16	EE	09.01.17	
2		T/C MONITORING & INVESTMENT OF FUNDS		07.11.16	VC	06.01.17	
3	4378R	PURCHASE OF LAPTOP FOR VC	CC	11.11.16	FO/ARF/ SOI/LDC/ ARF/FO/ ARF/SOI/ LDC/arf/ SOI/LDC	09.01.17	
4	4544R	PAYMENT OF LEGAL FEE- APRAJITA	VC	14.12.16	FO/ARF/ SOII/SA/ ARF	09.01.17	
5	6886R	IRON MADE HUT	EE	19.12.16	CASHIER	09.01.17	disposed off
6		PURCHASE OF TONER FOR COLOUR PHOTOCOPIER MACHINE ACADEMIC SEC.	STR	19.12.16	CASHIER	09.01.17	disposed off
7		PROTECTION OF B.VOC FIELD	EE	21.12.16	PROF DEEPA H.DWIVE DI-DAPS	09.01.17	
8	9730r	NATIONAL SEMINAR DR. DK YADAV	DE	22.12.16	FO/ARF/ SOII/STE NO	09.01.17	
9	9379R	FEE REFUND SATELLITE CAMPUS	R	23.12.16	STENO/A RF/FO	09.01.17	
10	9749R	PFMS REGARDING	R	23.12.16	VC	09.01.17	
11	3740R	विशिष्ट उधानीकरण कार्य	R	23.12.16	FO/ARF/ SOI/SA/F O	09.01.17	
12	9789R	COACHING PROGRAMME	R	26.12.16	LDC/ARF /SOII/LD C	09.01.17	
13	3297R	purchase of diesel for genset	R	26.12.16	CASHIER	09.01.17	disposed off

14	7445R	PURCHASE OF UNI LIB ITEMS	R	26.12.16	LDC/ARF /SOII/AR F/FO	09.01.17	
15		PURCHASE OF PODIUM FOR THE DIT	STR	26.12.16	CASHIER	09.01.17	disposed off
16	6052R	WASHING POLISHING AND REFRESHMENT BILL	VC	26.12.16	VC	06.01.17	
17	9738R	STATUS OF EXPENDITURE OF XII PLAN A/C	VC	26.12.16	VC	06.01.17	
18	4901R	Path way of open parking for RCA	EE	28.12.16	CASHIER	09.01.17	disposed off
19		PURCHASE OF DISH TV (AIRTEL)FOR VCS	STR	28.12.16	CASHIER	09.01.17	disposed off
20	3181R	ALUMINIUM PARTITION WORK CENTRAL LIBRARY FOR SCHOOL OF EDUCATION	R	28.12.16	SA/ARF/F O	09.01.17	
21	4588R	LEGAL FEE-RAJESH TIWARI	R	28.12.16	R	09.01.17	
22	9056R	IMPREST	R	28.12.16	CASHIER	09.01.17	disposed off
23	8125R	ELECTRICAL FAULT WORKS	R	29.12.16	SA/ARF/F O	09.01.17	
24	8371R	SHS LABORATORY WORK+1 FILE ATTACHED		29.12.16	ARF/SOI/ SA/ARF/F O	09.01.17	
25	8804R	RE-CONSTUION OF CAMPUS BOUNDARY WALL	EE	30.12.16	FO/ARF/ SOI/SA/A RF/FO	09.01.17	
26	8593R	Maintenance of type B residence	R	30.12.16	SA/ARF/S OI/SA/AR F/FO	09.01.17	
27	9453R	PAYMENT OF BILLS IN CONNECTION WITH ADVEERTISEMENT FOR TEACHING AND N/T POSITION	REC	30.12.16	VC	09.01.17	
28	9627R	PURCHASE OF ROTAVATOR		30.12.16	ARF/SOI/ SA/ARF/F O	09.01.17	
29	9811R	REGARDING LABORATORY CONSTRUCTION	R	30.12.16	SA/ARF/F O	09.01.17	
30		वार्षिक सम्मेलन आई0आई0ए0 हेतु अनुमोदन हेतु प्रो0एन0एम0पी0 वर्मा	DE	30.12.16	ldc/ARF/ FO	09.01.17	

31	301F	IMPREST	DPS	03.01.17	STENO/ ARF/FO	09.01.17	
32	6369R	IMPREST	DSW	03.01.17	STENO/ ARF/FO	09.01.17	
33	4647R	Staff salary	DST	03.01.17	STENO/ ARF/FO	09.01.17	
34		PROPOSAL FOR INSTALLATION OF WATER FACILITY FOR STUDENTS AT THE UNI PLAY GROUND	SPORT	03.01.17	SA/ARF/ FO	09.01.17	
35		HEAD OF EXPENDITURE: FELLOWSHIP	DAC	03.01.17	SA/ARF/ FO	09.01.17	
36	9699R	IPCBAU-2017	PHARMA	03.01.17	STENO/ ARF/FO	09.01.17	
37	9821R	CULTURAL PROGRAMME OF FOUNDATION DAY	ESTT	03.01.17	STENO/ ARF/FO	09.01.17	
38	4102R	IMPREST	R	03.01.17	STENO/ ARF/FO	09.01.17	
39	4839R	CONSUMABLES UNDER PROJ	DAPS	03.01.17	SA/ARF/ FO	09.01.17	
40	9799R	SERB GRAMT DR.JL RECURRING ITEMS-A (HEAD: TRAVEL)	RSO	03.01.17	SA/ARF/ FO	09.01.17	
41	8589R	MEDICAL REMBURSEMENT FILE REGISTRAR & FO & COE	R	03.01.17	STENO/ ARF/FO	09.01.17	
42		GUEST FACULTY	DLIS	04.01.17	LDC/ARF	09.01.17	
43	455F	IMPREST	DCS	04.01.17	STENO/ ARF	09.01.17	
44	9745R	EQUIPMENT/ETC	STR	04.01.17	SA/ARF/ FO	09.01.17	
45		national institute of rural development and panchayati raj	dps	04.01.17	ldc/ARF/ FO	09.01.17	
46	4907R	Dr. RN BHARGAVA(CONSUMABLES & CHEMICALS- DST-SERB PROJ)	DEM	04.01.17	SA/ARF/ FO	09.01.17	
47	5100R	DR. GAURAV RAJ DWIVEDI-PROJ FILE (SERB)	DES	04.01.17	SA/ARF/ FO	09.01.17	

48	4232R	Dr.RN Bhargava Contingency-DST-SERB Proj	RSO	04.01.17	SA/ARF/FO	09.01.17	
49	9831R	LTC ADJUSTMENT PROF SK DWIVEDI	R	04.01.17	STENO/ARF/FO	09.01.17	
50	8516R	INTERNET SERVICE PROVIDING FIRMS	CC	05.01.17	ARF/SOI/SA	09.01.17	
51	7651R	IMPREST		05.01.17	CASHIER	09.01.17	disposed off
52		GULAM ABBAS, RESEARCH SCHOLAR	DAC	05.01.17	STENO/ARF/FO	09.01.17	
53		FULL TIME RESEARCH STAFF, PART TIME ASSISTANCE/HIRING CHARGES	DE	05.01.17	ARF/FO	09.01.17	
54		Remuneration RCA	RCA	05.01.17	LDC/ARF/FO	09.01.17	
55	7873R	ONLINE UPS AND INVERTER	VC	05.01.17	LIBRARIAN	09.01.17	
56	3152R	OPERATION AND MAINTENANCE OF CENTRAL AC PLANT OF AUDITORIUM	VC	05.01.17	CASHIER	09.01.17	disposed off
57		HEAD OF EXPENDITURE: CONTINGENCY	VC	05.01.17	CASHIER	09.01.17	disposed off
58		DST-SERB GRANT OF DR. JL HEAD: MANPOWER SALARY(PROJ FELLOW, RECURRING ITEMS-A)	VC	05.01.17	CASHIER	09.01.17	disposed off
59	3484R	Diesel for tractor	VC	05.01.17	CASHIER	09.01.17	disposed off
60	4082R	CHILDREN EDUCATION -3	VC	05.01.17	CASHIER	09.01.17	disposed off
61	9282R	SERB-N-PDF DR. ASHISH K MISHRA	VC	05.01.17	CASHIER	09.01.17	disposed off
62		PROCUREMENT OF CHEMICAL UNDER DST-SERB GRANT-DR.JAWAHAR LAL,+3 FILE ATTACHED	VC	05.01.17	DAC-DR.JL	09.01.17	
63		GROUND WATER PROJECT-II DR. V.DUTTA +1 FILE	VC	05.01.17	CASHIER	09.01.17	disposed off
64	7205R	UGC-MRP (2015-16)	VC	05.01.17	CASHIER	09.01.17	disposed off
65		SYMPOSIUM ON ADVANCE BIOLOGICAL INORGANIC CHEMISTRY		06.01.17	ARF/FO	09.01.17	
66	9469R	PROPOSAL FOR DEPTT LIB	LAW	06.01.17	FO	06.01.17	
67	5350R	JRF HARKIRAN KAUR	LAW	06.01.17	STENO/ARF	06.01.17	

68	9578R	APPROVAL FOR TALK DELIVER TO BBAU BY PROF SAKTHIVEL SADAYAPPAN-- DR. BALRAJ MITTAL, EMERITUS	VC	06.01.17	FO	06.01.17	
69	3886R	Renovation of council hall	EE	06.01.17	FO	06.01.17	
70	8136R	DAS RESEARCH LAB SBBT REQUIREMENT	VC	06.01.17	FO	06.01.17	
71	7657R	SOUND SYSTEM MAINTENANCE WORK OF AUDITORIUM	VC	06.01.17	FO	06.01.17	
72		GEYSER MAINTENANCE BOYS/GIRLS HOSTEL	VC	06.01.17	FO	06.01.17	
73	8076R	GROUND MAINTENANCE & URGENT SPORT EQUIPMENT IMPREST	VC	06.01.17	ARF	06.01.17	
74	8201R	NATIONAL FLAG	VC	06.01.17	FO	06.01.17	
75	8377R	CONSTRUCTION OF MAIN GATE NEAR SIDDHARTHA B.H	VC	06.01.17	FO	06.01.17	
76	6870R	PHOTOCOPY MACHINE REPAIR	VC	06.01.17	FO/ARF	09.01.17	
77		IMPREST	RCA	06.01.17	STENO	06.01.17	
78	3824R	UP32FK2928	VC	06.01.17	CASHIER	09.01.17	disposed off
79	8998R	कुलसचिव द्वारा 01.08.16 को नयी दिल्ली यात्रा हेतु बीजक के भुगतान के संबंध में		06.01.17	VC	06.01.17	
80	7613R	LABORATORY	VC	06.01.17	FO	06.01.17	
81		MEDIA CENTER MEETING	DMCJ	06.01.17	FO	06.01.17	
82	3180R	LECTURE & SPECIAL LECTURES	STR	06.01.17	ARF/SOI/SA	09.01.17	
83	4403r	REQUISITE WATER COOLER	EE	09.01.17	FO	09.01.17	
84	8190R	PROPOSAL FOR MANAGEMENT STUDIES BUILDING	EE	09.01.17	FO	09.01.17	
85	2524F	FN TRAVELLING ALLOWANCE BILL FILE(T/C) OF HON'BLE VC	VC	09.01.17	LDC	09.01.17	
86		JRF SALARY FILE DST-SERB PROJ VENKATESH KUMAR R	DAAS	09.01.17	SA	09.01.17	
87	7897R	T/C PF PAYMENT OF DPW-II	R	09.01.17	R	09.01.17	
88	9578R	APPROVAL FOR TALK DELIVER TO BBAU BY PROF SAKTHIVEL SADAYAPPAN-- DR. BALRAJ MITTAL, EMERITUS	VC	06.01.17	FO	06.01.17	
89	8136R	DAS RESEARCH LAB SBBT REQUIREMENT	VC	06.01.17	FO	06.01.17	

90	7657R	SOUND SYSTEM MAINTENANCE WORK OF AUDITORIUM	VC	06.01.17	FO	06.01.17	
91		GEYSER MAINTENANCE BOYS/GIRLS HOSTEL	VC	06.01.17	FO	06.01.17	
92	8076R		VC	06.01.17		06.01.17	
93		PAYMENT OF MOBILE PHON	VC	06.01.17	CASHIER	09.01.17	disposed off
94	8360R	YOGA INTERNATIONAL DAY		09.01.17	FO	09.01.17	
95	4137R	आवासीय दूरभाष मोबाइल की प्रतिपूर्ति भाग 2	VEHI	09.01.17	LDC	09.01.17	
96		IMPREST	RCP	09.01.17	STENO	09.01.17	
97	9619R	JRF CONTINUATION & UGC FELLOWSHIP DEDUTION OF MR. DENESH K.	DPS	09.01.17	STENO	09.01.17	