

S.No	File.No	Subject	From whom Received	Received Date	Sent to		Remark
1	6701R	PHOTOCOPY WORK FOR UNIVERSITY LIBRARY GBL	STORE	09.11.17	FO/ARF/S OI/SA/SO /ARF/SOI /FO/LIBR ARIAN	02.01.18	
2	10278R	ANNUAL REPORT FOR THE YEAR 2016-17	RSO	23.11.17	FO/ARF/S OI/SA/AR F/FO/RS O	02.01.18	
3	11155R	ANNUAL REPORT FOR THE YEAR 2016-17 VOL-IIIND	STORE	28.11.17	FO/ARF/S OI/SA/AR F/FO/RS O	02.01.18	
4	9679R	UNIVERSITY PRAKASIT PUSTAKO KA KRAY	lib	11.12.17	fo/ARF/S OI/SA	02.01.18	
5		HONORARIUM & TA ENTRANCE TEST-2017/BBAU DR. BC YADAV	DAP	12.12.17	FO/ARF/S OI/UDC/ CASHIER	02.01.18	disposed off
6	8903r	pf of servjeet mts	DR(E)	13.12.17	FO/ARF/S OI/UDC/ ARF/FO/ VC	02.01.18	
7		SALARY FILE FOR RCA CONTRACTUAL STAFF	RCA	18.12.17	FO/ARF/S OI/SA/AR F	02.01.18	
8	11554R	T/C LAST PAY CERTIFICATE DR. RICHA KOTHARI	R	19.12.17	FO/R	02.01.18	

9	10456R	ACADEMIC ACTIVITIES OF PROF SANJAY KUMAR	DAPS	19.12.17	FO/ARF/S OI/UDC	02.01.18	
10	6111R	PART TIME MEDICAL ATTENDANT APPOINTMENT OF CONTACT BASIS	R	22.12.17	ARF/SOI/ CASHIER/ UDC	02.01.18	
11	4185R	CENTRAL LIBRARY AC PLANT	EE	22.12.17	FO/ARF/S OI/SA	02.01.18	
12		IMPREST MONEY FOR SES	SES	22.12.17	FO/SOII/ ANKIT/A RF	02.01.18	
13	9763R	CHEMICALS AND GLASSWARE ,DST-SERB DR. VENKATESH KUMAR R	VC	26.12.17	ARF/SOI/ CASHIER	02.01.18	disposed off
14		FILE MISCELLANEOUS EXPENDITURE IN BBAU SATELITE CAMPUS AMETHI	OSD AMETHI	26.12.17	ARF/SOI/ CASHIER/ OSD	02.01.18	AMETHI
15	11033R	T/C PF OF PROF NMP VERMA LTC	R	26.12.17	ANKIT/A RF	02.01.18	
16	5630R	PF OF DR.RAHUL VARSHNEY	R	26.12.17	UDC/SOI/ ARF/FO/ VC	02.01.18	
17	8129R	INAUGRAL STONE OF BOTANICAL GARDEN	EE	26.12.17	SA/SO/A RF/FO/V C	02.01.18	
18		PRECHA GRAH ANURACHADI WORK	EE	26.12.17	SA/SO/A RF/FO/V C	02.01.18	
19		ADVANCE FOR PROF. RB RAM (HOL)	HOL	26.12.17	UDC/SOI/ ARF	02.01.18	
20	5898R	COMPUTERIZATION OF EXAM SECTION	COE	27.12.17	ARF/SOI/ SA	02.01.18	

21		NEWSPAPER & PERIODICALS	RCA	29.12.17	LDC/SOI/ ARF	02.01.18	
22	10845R	CAUTION MONEY FILE FOR PROF RB RAM	R	29.12.17	ANKIT/A RF	02.01.18	
23	7048R	SERVICING OF ELECTRIC LAWN MOWER	GBS	01.01.18	UDC/SOI	02.01.18	
24	7642R	DECORATIVE LIGHTING WORKS ON FOUNDATION DAY CELEBRATIONS	EE	29.12.17	SA/ARF	02.01.18	
25	10407R	DR ASHISH KUMAR MISHRA NPDF	DES	29.12.17	SA/ARF	02.01.18	
26	4082R	Children Education Allowance Part III	R	02.01.18	SA	02.01.18	
27	11615R	REQUIREMENT OF CHEMICALS & GLASSWARE	R	02.01.18	SA	02.01.18	
28	11616R	REQUIREMENT OF CHEMICALS & GLASSWARE	R	02.01.18	SA	02.01.18	
29	5682R	PF OF DR.BRAJESH KUMAR SINGH ASTT PROFESSOR	R	02.01.18	FO	02.01.18	
30	7152R	GPF/CPF ADVANCE/WITHDRAWAL NON-TEACHING PART-IV	R	02.01.18	ANKIT/A RF	02.01.18	
31	11610R	UTILIZATION CERTIFICATE	R	02.01.18	SA	02.01.18	
32	11286R	PF OF MR. ASHISH RASTOGI DR	R	02.01.18	FO	02.01.18	
33	11203R	DR. RIMA KUMARI CSIR SENIOR RESEARCH ASSOCIATESHIP	R	02.01.18	SA	02.01.18	
34	10633R	CSIR- POOL SCIENTIST DR. VIMAL CHANDRA PANDAY	R	02.01.18	ANKIT	02.01.18	
35	9250R	INSTITUTIONAL DIGITAL REPOSITORY FOR BBAU & NATIONAL DIGITAL LIBRARY OF INDIA.	R	02.01.18	SA	02.01.18	
36	11329R	LTC OF SHRI RADHE SHYAM RAI (SENIOR ASSISTANT)	R	02.01.18	ANKIT	02.01.18	
37	11168R	T/C PF OF SHRI BHAGWAN SAHAI SAINI (SECTION OFFICE) REGARDING LTC	R	02.01.18	ANKIT	02.01.18	
38		SALARY (DBT PROJECT) DR DEVESH KUMAR	R	02.01.18	SA	02.01.18	
39	3070R	SAMIKSHA/DAP/INSPIRE FELLOWSHIP-2014	R	02.01.18	SA	02.01.18	
40	4101R	UTILIZATION CERTIFICATE FILE OF RCA	RCA	02.01.18	SA/FO/R	02.01.18	
41	11156R	PRINTING OF ANNUAL REPORT 2016-17	RSO	02.01.18	FO/RSO	02.01.18	
42	10207R	FINANCIAL COMMITTEE APPLIED PHYSICS DR. BAL CHANDRA YADAV	DAP	02.01.18	FO	02.01.18	
43	9190R	DR. SHIKHA PRUCHASE OF VV-VIS SPECTROPHOTOMETER	DES	02.01.18	SA	02.01.18	
44		IMPREST MONEY FOR DES	R	02.01.18	ANKIT	02.01.18	
45		DESKTOP (02 NOS) FOR DES	STORE	02.01.18	FO	02.01.18	
46		CHEMICALS ETC.	DES	02.01.18	SOI	02.01.18	

47		TA BILL FILE OF HONBLE VICE CHANCELLOR	VC	02.01.18	ARF	02.01.18	
48	8894R	DR.JAVEED AHMAD BHAT	DPS	02.01.18	ARF	02.01.18	
49	6992R	Medical reimbursement(Retired Employee)	VC	02.01.18	ARF	02.01.18	
50		SERB N-PDF DR. OMESH BAJPAI C/O VENKATESH DUTTA FOR ADVANCE (TOUR ETC)	VC	02.01.18	ARF	02.01.18	
51	1609F	SPECIAL LECTURE DAAS	VC	02.01.18	FO	02.01.18	
52	11285R	PARTICIPATION & INVITED TALK 105TH INDIAN SCIENCE CONGRESS(ISCA)	VC	02.01.18	FO	02.01.18	
53	4094R	UP32DC4006 TATA INDIGO	VC	02.01.18	ARF	02.01.18	
54		PRINTER KRAY HETU FILE	VC	02.01.18	DR(STOR E)	02.01.18	
55		DEBIT/PREPAID CAR ISSU REGARDING	VC	02.01.18	ARF	02.01.18	
56	1/0299/D AS/BBAU /17	PURCHASE OF ITEMS	STR	02.01.18	FO	02.01.18	
57		PROPOSAL FOR 01 PHOTOCOPY MACHINE & 02 PROJECTOR	STR	02.01.18	FO	02.01.18	
58		REGARDING PROJECTORE & OPROJECTOR SCREEN	STR	02.01.18	FO	02.01.18	
59	3679R	ACTIVATION OF CSIR-JRF OF MR. ATUL (PHD STUDENT 2012-13)	R	02.01.18	ANKIT	02.01.18	
60		ENTRANCE EXAMINATION 2017- BILL	BY HAND	02.01.18	ARF	02.01.18	
61		ADVANCE FOR CONVOCATION PROF. RAM CHANDRA	BY HAND	02.01.18	arf	02.01.18	
62		PROPOSAL FOR PURCHASE OF CHEMICAL/GLASSWARE		02.01.18	ARF	02.01.18	
63		45TH FC MEETING FILE	PS	02.01.18	FO	02.01.18	