

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	-	Payment of Chikan Kurta (ICS DLP-2017) DLIS/BBAU/2017-DLIS.	Head, DLISc.	04.01.2018	Head, DLISc.	17/01/2018	Sorry
2	-	Chemicals Etc- DES	FO	09.01.2018	FO	17/01/2018	Ok if as per rules.
3	-	Conference Thimpu- Prof. NMP Verma, Economics	FO	09.01.2018	FO	17/01/2018	Ok
4	-	46th FC Meeting of BBAU, Lucknow- Finance Section	FO	09.01.2018	Prof. Kamal Jaiswal	17/01/2018	-
5	7152/R	GPF/CPF Advance/Withdrawal, Non Teaching - Part IV	FO	09.01.2018	FO	17/01/2018	For this needful as per the VC's Change order attached.
6	-	List of Items to be published out of the Sanctioned Grant s. 3,00,000/-	Head, DAM	10.01.2018	FO	17/01/2018	Yes if as per rules.
7	11142/R	शोध प्रबंध जमा करने के संबंध में (Gunjan Jaiswal, Ph.D)	R	11.01.2018	R	17/01/2018	Ok
8	11606/R	NOC- Dr. Manoj Kumar, DCS	R	11.01.2018	R	17/01/2018	Yes if as per rules.

9	11666/R	T/c PF of Shri Ravi Shankar Kumar, Accountant (Finance Section) Reg: Post Graduate Degree	R	11.01.2018	R	17/01/2018	Yes if as per rules.
10	11667/R	Applications for the Post of Registrar (UR-01) (Tenure Post for 5 Years) (Not on Deputation)- Rectt. Cell	R	11.01.2018	R	17/01/2018	-
11	6701/R	Photo Copy Work for University Library-GBL	R	11.01.2018	AR (Legal)	17/01/2018	To discuss please.
12	-	UGC-Non-NET Fellowship- Finance Section	FO	12.01.2018	FO	17/01/2018	Yes if as per rules.
13	4507/R	Evaluation Committee from JRF to SRF-DAC	Head, DAC	12.01.2018	Head, DAC	17/01/2018	-
14	6290/R	Examination Committee -COE Section (Vol-II)	COE	16/01/2018	COE	17/01/2018	-
15	-	File No. 400, 401, 398	COE	16/01/2018	COE	17/01/2018	-
16	-	File for the Extension of Guest Faculties for Department of Human Rights from 09.01.2018 to 30.06.2018- DHR/SLS	Head, DHR	16/01/2018	Head, DHR	17/01/2018	Ok if as per rules.

17	-	Emergent Meeting of The BOM 12.01.2018- R/Office			R	17/01/2018	Ok & Please send letters to as MHRD w.r.t. items No. 1 Immediately.
18	4941/R	Republic Day Festival	Prof. SK Bhatnagar, SLS	17/01/2018	R	17/01/2018	Approved. Good quality items should be served.