

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	11240/R	File Reimbursement Rs. 3500/- 58th Annual Conference (AMI-2017) November, 16-19, 2017- Dr. Sangeet Saxena, DBT	R	16/01/2018	R	31/01/2018	A-Yes.
2	-	NOC to Transfer UPCST Project- Dr. Neeraj Tiwari (File No. 122/OSD/BBAU/18)	OSD, Satellite Campus, Amethi	23/01/2018	OSD, Satellite Campus, Amethi	31/01/2018	Ok
3	1836/FO	Basic Facilities for Women	Prof. Sudarshan Verma, Chairperson	25/01/2018	Prof. Sudarshan Verma, Chairperson	31/01/2018	Ok if as per rules.
4	2524/FO	F.N. Travelling Allowance Bill File (T/C) of Hon'ble Vice-Chancellor, BBAU, Lucknow	FO	25/01/2018	FO	31/01/2018	Ok if yes as per rules.
5	10385/R	Purchasing of Processor/RAM/HD-GBL	IAO	29/01/2018	FO	31/01/2018	Ok if as per rules.
6	11755/R	T/c PF of Dr. Gaurav Kaithwas, Associate Professor (Reg: Paternity Leave)	R	29/01/2018	R	31/01/2018	Yes if as per rules.

7	11560/R	Appointment of Chair Professor (Ambedkar Chair)- Estt. Section	R	29/01/2018	R	31/01/2018	Seen
8	11758/R	T/c PF of Shri Nilesh Kumar (Professional Assistant) (Reg: Forwarding Application)	R	29/01/2018	R	31/01/2018	Ok if as per rules.
9	11756/R	T/c PF of Dr. RK Choudhary, Assistant Professor, DLISc. (Reg: Forwarding Application)	R	29/01/2018	R	31/01/2018	Ok if as per rules.
10	11621/R	UPCST (Young Scientist Fellowship)- Dr. Jyoti Verma, DES	R	29/01/2018	R	31/01/2018	Ok
11	9679/R	विश्वविद्यालय द्वारा प्रकाशित पुस्तको का क्रय- GBL	IAO	30/01/2018	FO	31/01/2018	Fo & IAO to discuss.
12	8912/R	Earthing 5(49)Elect/2016	IAO	30/01/2018	FO	31/01/2018	To discuss.
13	-	Honorarium (Dr. Neha Anand, Student Counselling Centre)	FO	30/01/2018	FO	31/01/2018	Yes if as per rules.
14	6639/R	Fellowship, UPCST Project- Dr. Shiv Shankar, DEM	FO	30/01/2018	FO	31/01/2018	Yes if as per rules.

15	-	JRF Salary File (DST-SERB Project)- Dr. Venkatesh Kumra R, DAAS	FO	30/01/2018	FO	31/01/2018	Yes if as per rules.
16	7205/R	221/UGC-MRP (2015-16) DIT (Prof. R.A. Khan)	FO	30/01/2018	FO	31/01/2018	Yes if as per rules.
17	9282/R	Fellowship File- Dr. Ashish Mishra (NPDF), DES	FO	30/01/2018	FO	31/01/2018	Yes if as per rules.
18	-	SERB N-PDF: File No. PDF/2016/002185 For Advance (Fellowship)- Dr. Omesh Bajpai C/o Dr. Venkatesh Dutta, DES	FO	30/01/2018	FO	31/01/2018	Yes if as per rules.
19	9318/R	Fellowship Grant (Dr. Madhukar Saxena, DBT, SBBT)	FO	30/01/2018	FO	31/01/2018	Yes if as per rules.
20	-	DST-Inspire Faculty, DAC (Dr. Alok Kumar Singh) Head of Expenditure: Travel	FO	30/01/2018	FO	31/01/2018	Ok if as per rules.
21	-	DST-Inspire Faculty, DAC (Dr. Alok Kumar Singh) Head of Expenditure: Contingency	FO	30/01/2018	FO	31/01/2018	Ok if as per rules.

22	9320/R	Research Grant (Dr. Madhukar Saxena, DBT, SBBT)	FO	30/01/2018	FO	31/01/2018	Yes if as per rules.
23	-	Printer Purchase- Deptt. Economics	FO	30/01/2018	FO	31/01/2018	Yes if as per rules.
24	10638/R	DBT Project- JRF Recuritment Committee (Dr. G Sunil Babu, DBT)	FO	30/01/2018	FO	31/01/2018	Yes if as per rules.
25	-	DST-SERB Grant of Dr. Jawahar Lal, DAC, Head: Manpower Salary (Project Fellow, Recurring Items-A)	FO	30/01/2018	FO	31/01/2018	Yes if as per rules.
26	-	Departmental Purchase Committee- DAC	Head, DAC	30/01/2018	R	31/01/2018	Let the all the Department consistute Purchase Committee for all the purchase. The same should be reach VC by 02.02.2018.

27	5412/R	Purchase of Sanitary Item Part-II- Sanitation Section	FO	30/01/2018	FO	31/01/2018	Ok if as per rules.
28	9066/R	SERB-National Post Doctoral Fellowship (w.e.f. 08/08/2016) 2016-17 (Dr. Deepti Barnwal, DES)	FO	30/01/2018	FO	31/01/2018	Ok if as per rules.
29	10248/R	DBT Project (PMDE) TDS reduction for development of decolourisation and detoxification (MAN POWER)- Prof. Ram Chandra, DEM	FO	30/01/2018	FO	31/01/2018	Yes if as per rules.
30	7921/R	Pump Maintenance Work 5(3)2016(Elect)	EE	30/01/2018	FO	31/01/2018	Ok if as per rules.