

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	12345R	NEW ELECTRIFICATION WORK +8650R	EE	12.10.18	FO/ARF/SO I/SA/FO/SO I/FO/EE	11.01.19	
2		IMPREST MONEY FOR COE OFFICE	COE	25.10.18	ANKIT/FO/ ARF/FO/AR F	11.01.19	
3	12441R	AMRENDR SINGH VEDDI SECURITY AGENCY PAYMENT - II	IAO	02.11.18	FO/ARF	11.01.19	
4	12711R	APPROVAL FOR PURCHASE OF NEW COMPUTER FOR LAB DLIS BBAU/2017	R	28.11.18	FO/SOI/sa/ FO/DR(S&P)	11.01.19	
5	12713R	MAINTENANCE OF INSTRUMENTS-I	R	05.12.18	SA/FO/IAO	11.01.19	
6	12392R	CONTINGENCY: UGC MRP PROJECT PROF.RANA P SINGH	DES	05.12.18	SA/FO/VC	11.01.19	
7	11665r	ugc start up project of dr. pankaj kumar arora	dem	05.12.18	fo/arf/SOI/ SA/ARF/FO /arf	11.01.19	
8	10279R	UGC-BSR GRANT DR. JAWAHAR LAL GRANT ALLOCATION	DAC	10.12.18	SA/FO/PI	11.01.19	
9	15086R	INSTALLATION OF EPABX MACHINE IN AMBEDKAR BHAWAN	STR	13.12.18	SA/FO/IAO	11.01.19	
10	18034R	SUPPLY OF MEASURING TOOLS AND TECHNICAL INSTRUMENTS	EE	19.12.18	SA/FO/IAO	11.01.19	
11	12528R	SUPPLY OF CARPENTRY GOODS FOR HOSTELS AND MISCELLANEOUS MAINTENANCE WORKS OF BBAU BUILDINGS +1 FILE	VC	19.12.18	FO/ARF/SO I/SA/ARF/S OI/FO/EE	11.01.19	
12	18054R	T/C PF SHRI RAM VISHAL REG- MEDICAL ALLOWANCES	R	21.12.18	udc/FO/VC	11.01.19	

13	12826R	CAPITAL MAINTENANCE OF AMBEDKAR STUDIES + 5(689)/18	EE	21.12.18	FO/ARF/SOI/SA/FO/IAO	11.01.19	
14	11118r	allotment of main auditorium	r	24.12.18	soi/UDC/ARF	11.01.19	
15	12149R	UIET BUILDING ELECTRICAL REQUIREMENT	EE	24.12.18	SOI/SA/FO/IAO	11.01.19	
16	12230R	MAINTENANCE OF DG SET AT AMETHI CAMPUS	ee	27.12.18	soi/SA/arf/FO/IAO	11.01.19	
17		REQUIREMENT OF NAME PLATES	UIET	31.12.18	FO/ARF/soi/UDC/FO/DIR.UIET	11.01.19	
18	18074R	FILE FOR THE REQUIREMENT OF TONER FOR TOSHIBA ESTUDIO 2309A FOR DHR,SLS	STR	31.12.18	UDC/FO/ARF	11.01.19	
19	18078R	NGS SERVICES AND ADVANCE UGC START UP GRANT DR. DIGVIJAY VERMA	R	31.12.18	SA/FO/VC	11.01.19	
20	16034R	RAKESH TRIPATHI SECURITY PAYMENT FILE PART-II OLD	VC	01.01.19	FO/arf/FO/R	11.01.19	
21	3393R	MEDIACL REIMBURSEMENT TEACHING FILE PART - 1 ALONG WITH BILLS AND REGISTRAR	R	01.01.19	FO/arf/soii/ankit/FO/VC	11.01.19	
22	11148R	BNPL FILE FOR COE OFFICE	COE	01.01.19	UDC/FO/ARF	11.01.19	
23	12442R	DBT RAMALINGASWAMI FELLOWSHIP	DES	01.01.19	UDC/ARF	11.01.19	
24	19016R	CHEMICALS ETC.	DES	01.01.19	SA/ARF/FO/DES	11.01.19	
25		COMPLETION OF CONSTRUCTED WETLAND PLANT BIOREACTOR	DEM	02.01.19	SA/ARF/FO/IAO	11.01.19	
26		JRF SALARY FILE DR. VENKATESH KUMAR R DST PROJECT	DAAS	02.01.19	SA/FO/VC	11.01.19	
27	17032R	ADVANCE FOR STATIONERY FOR UIET PROF. KAMAN SINGH	UIET	02.01.19	FO/arf/FO/ARF	11.01.19	

28	624F	IMPREST MONEY FOR DRM	DRM	03.01.19	ANKIT/ARF/ FO/ARF	11.01.19	
29	19026r	ramalingaswami project (advanc) dr. pankaj kumar arora	r	03.01.19	ARF/soi/sa/ arf	11.01.19	
30	1/0387/D S/BBAU/ 18	STIPEND/FELLOWSHIP COUNCIL OF SCIENCE AND TECHNOLOGY UTTAR PRADESH MR. MOHIT KUMAR DIXIT	STATISTICS	03.01.19	sa/FO/VC	11.01.19	
31	12610r	maintenance of ro water treatment plants	ee	03.01.19	fo/ARF/soi/ sa/FO/IAO	11.01.19	
32	19045R	REIMBURSEMENT O FOOD AND REGISTRATION FEES FOR REFRESHER COURSES ATTENDED	DM	03.01.19	FO/R	11.01.19	
33	16026R	ICNP-2018 FROM DST-SERB PROJECT DR. R N BHARAGAVA	DM	03.01.19	SA/arf	11.01.19	
34	12182R	MANPOWER DR. R N BHARGAVA	R	03.01.19	SA/FO/VC	11.01.19	
35	12181R	DST-SERB- PROJECT CONTINGENCY DR.R N BHARGAVA	R	03.01.19	SA/ARF/FO /VC	11.01.19	
36	8149R	PURCHASE OF EARTHEN AND AND PLASTIC POTS	DAPS	03.01.19	UDC/FO/AR F/	11.01.19	
37	3124R	Purchase of Cartridge(P-1007)	R	04.01.19	soi/sa/arf	11.01.19	
38	12519R	JRF RECRUITMENT FILE OF DBT PROJECT PI :DR. YUSUF AKHTER DBT BBAU	DBT	04.01.19	SA/FO/VC	11.01.19	
39	17066R	CONSUMABLE ITEMS-DST-SERB PROJECT DR. R N BHARGAVA	R	04.01.19	SA/ARF/FO /DR(S&P)	11.01.19	
40	8260R	PF OF PROF. RAM CHNADRA DEM WITH OUT SERVICE	IAO	07.01.19	FO/ARF	11.01.19	
41	13006r	sports events to be conducted for the a/c year 2018/19	VC	07.01.19	FO/ASS.DIC .PHY.EDUC ATION	11.01.19	
42	3401R	REGUEST FOR MOSQUITO NETTING TO COVER WINDOUS OF CGH	ee	08.01.19	fo/ARF	11.01.19	

43		national seminar problem of sectorial scarcity and choice of indian	de	08.01.19	fo/ARF	11.01.19	
44		serb-dst project manpower head dr. jiwan singh	dem	08.01.19	sa/arf	11.01.19	
45		PURCHASE OF BOOKS FOR DEPARTMENT OF CHEMISTRY DEPARTMENTAL LIBRARY	lib	08.01.19	fo/ARF	11.01.19	
46	6992R	Medical reimbursement(Retired Employee) VOL-I	R	08.01.19	fo/VC	11.01.19	
47	16060R	T/C PF LTC OF SHRI RAM KUMAR GUPTA PS (COE SECTION) along with service book	iao	08.01.19	fo/R	11.01.19	
48	8495R	INSECT AND RODENT CONTROL IN THE LIBRARY	iao	08.01.19	fo/VC	11.01.19	
49	9752R	नयी दिल्ली यात्रा सडक मार्ग से	IAO	08.01.19	fo/ARF	11.01.19	
50	9326R	TA BILL FILE REGISTRAR OFFICE UGC MEETING	iao	08.01.19	fo/ARF	11.01.19	
51		BIO METRIC ATTENDANCE ET-2018	iao	08.01.19	fo/VC	11.01.19	
52	8560R	OPEN PARKING FOR AUDITORIUM	iao	08.01.19	fo/VC	11.01.19	
53	17098R	EMD RELEASE AGAINST THE EQUIPMENTS PURCHASED DR. G SUNIL BABU	iao	08.01.19	fo/PI.G SUNIL BABU	11.01.19	
54	9846R	CCTV CAMERA REQUIREMENT FOR REGISTRAR OFFICE FINANCE OFFICE AND COE OFFICE	iao	08.01.19	fo/VC	11.01.19	
55	19079r	payment of manpower (out sources)	iao	08.01.19	fo/VC	11.01.19	
56	19080r	PAYMENT OF SANITATION SERVICES FOR UNIVERSITY CAMPUS BBAU	iao	08.01.19	fo/VC	11.01.19	
57	15058R	reparing of ups & batteries & olt system bbau + 019/coe	iao	08.01.19	fo/COE	11.01.19	
58	10446R	MEDICAL REIMBURSEMENT OF NON-TEACHING STAF	iao	08.01.19	fo/IAO	11.01.19	
59	15035r	file for payment of subsistence allowance to mr. rohit dhanuk ldc for rca under suspension	iao	08.01.19	fo/DR(E)	11.01.19	
60		RAMALINGASWAMI PROJECT (CONSUMABLES) DR. PANKAJ KUMAR ARORA	iao	08.01.19	fo/VC	11.01.19	
61	4211R	DR R PRADHAN BBAU PURCHASE OF MEDICINE	iao	08.01.19	fo/PI/HELT H CENTRE	11.01.19	

62	18036r	international conference on global control of green house gases at the sources by physical and chemical techbology 22-24 march, 2k19	vc	08.01.19	fo/ARF	11.01.19	
63	4992R	CONSTITUTION OF FINANCE COMMITTEE OF THE UNIVERSITY	PS-FO	08.01.19	FO/R	11.01.19	
64		WORKSHOP FOR OLT SOFTWARE	COE	09.01.19	FO/ARF	11.01.19	
65	18051R	PROPOSAL FOR ONE DAY NATIONAL SEMINAR 23RD FEBRUARY 2019 CENTRE OF POST GRADUATE LEGAL STUDIES	VC	09.01.19	FO/DIRC.CE NTRE OF PG LEGAL	11.01.19	
66	10884R	PURCHASE OF CHEMICALS (CONSUMBLES-1) IDENTIFICATION AND FUNCTIONAL ANALYSIS OF ANTI APOPTOTIC HCMV DR G SUNIL BABU AND DR SANGEETA SAXENA	vc	09.01.19	ARF/SOI/C ASHIER/SOI /DBT	11.01.19	
67	8118r	medical (teaching) PART- 2	VC	09.01.19	arf/SOII/an kit	11.01.19	
68	9641R	PROPOSAL FOR TOURISM & WELLNERS CONFERENCE	vc	09.01.19	ARF/SOII/C ASHIER	11.01.19	
69	10923R	FELLOWSHIP FILE FOR PRATIMA ICSSR FELLOWSHIP	vc	09.01.19	ARF/SOII/C ASHIER	11.01.19	
70		PAYMENT OF REMUNERATION FOR THE QUESTION PAPERS SETTERS & TRANSLATOR (ENGLISH TO HINDI) BBAU ENTRANCE TEST 2018	vc	09.01.19	fo/ARF	11.01.19	
71	12575R	PROPOSAL FOR INSTALLATION OF WATER FACILITY FOR STUDENTS AT THE UNIVERSITY PLAY GROUND	vc	09.01.19	ARF/SOI/ee	11.01.19	
72	3900R	MISCELLANEOUS CENTRE FOR POLICY REARCH DR. VENKATESH DUTTA	VC	09.01.19	ARF/SOII/C ASHIER	11.01.19	
73		OPEN PH.D VIVA-VOCE EXAM OF MR. SHASHI PAL	SOCIOLOGY	09.01.19	FO/ARF	11.01.19	
74	3613R	SCANNING ELECTRON MICROSCOPE SERVICE	USIC	11.01.19	fo/IAO	11.01.19	
75	19073r	t/c file of sanitation services osd amethi	osd	11.01.19	arf	11.01.19	

76	19074r	file of manpower services osd amethi	osd	11.01.19	arf	11.01.19	
77	18045r	dbt consumable related enhancement of immunity & nutritional value of fresh water dr. abha mishra	ZOOLOGY	11.01.19	ARF	11.01.19	
78	12847R	SERB RESEARCH GRANT JRF/SRF SALARY FILE DR. GAURAV KAITHWAS	PHARMA	11.01.19	SA	11.01.19	
79	14026R	SUCHMM PADARTH AND SAMBADDH CHETAN URJA RASHTRIY SANGHOSTI 01 FEBEARY-03 FEBEARY2019 PROF. BAL CHANDRA YADAV OPENING BANK ACCOUNT	PHYSICS	11.01.19	FO/ARF	11.01.19	
80	12419R	GUEST FACULTY PAYMENT MONTH OF NOV & DEC, 2018	FW	11.01.19	FO/IAO	11.01.19	
81		ACADEMIC ACTIVITY EXPENSES REIMBURSEMENT OF ICNP-18 OF NKS MORE	BY HAND	11.01.19	FO/SOII/cas hier	11.01.19	
82	12036R	PURCHASE OF CURTAIN FOR COE OFFICE	STR	11.01.19	SOI/sa	11.01.19	
83	19082R	FUIRNISHING OF LAB & CLASSROOMS INTEGRATED APPLIED GEOLOGY (IAG) DR. NARENDRA KUMAR	STR	11.01.19	SOI/sa	11.01.19	
84		DD AND CHALLAN COPY DETAILS OF 8TH CONVOCATION DD REGARDING FILE	COE	11.01.19	ARF	11.01.19	
85	18030R	disbursement of salary of office attendant	SOCIOLOGY	11.01.19	FO/SOCIOL OGY	11.01.19	
86	19086R	REIMBURSEMENT OF EXPENSES ASSOCIATED WITH UGC ORIENTATION PROGRAMME DR. VIKAS MISHRA	R	11.01.19	fo	11.01.19	
87	19085R	SAPANA KUSHWAHA REGARDING REIMBURSEMENT OF HOSPITALITY FILE OF ORIENTATION PROGRAMME	R	11.01.19	fo	11.01.19	
88	11203R	DR. RIMA KUMARI CSIR SENIOR RESEARCH ASSOCIATESHIP	R	11.01.19	SOII/ANKIT	11.01.19	
89	13098R	DST-CENTRE FOR POLICY RESEARCH DR. SUMYA PATHAK UNDER DR. VENKATESH DUTTA	DES	11.01.19	SA	11.01.19	
90	7601R	REPAIRING OF STAGE IN MAIN AUDITORIUM	BY HAND	11.01.19	FO/IAO	11.01.19	

91	12448R	M/S VINOD KUMAR CHAHMOLI SECURITY PAYMENT FILE-18-19	PROCTOR	11.01.19	FO/ARF	11.01.19	
92	17084R	annual report for the YEAR 2017-18	IAO	11.01.19	FO/ARF	11.01.19	
93		UC OF GRANT COMMUNITY COLLAGE PROF. SUNITA MISHRA	NODAL OFFICE	11.01.19	FO/arf	11.01.19	
94		ADJUSTMENT FILE/BILL REIMBURESMENT FILE FOR PAYMENT	DAAS	11.01.19	FO/ARF	11.01.19	
95		TA DA & HONORARIUM FOR DRM	DRM	11.01.19	FO/ARF	11.01.19	
96		GEZER SE REGARDING FILE	KBH	11.01.19	UDC	11.01.19	
97	12705R	REFUND OF FEES YEAR-2018-19	DSW	11.01.19	ANKIT	11.01.19	
98		CONTINGENCY MAIN FILE OF DBT PROJECT (PI : DR. YUSUF AKHTER,DBT)	DBT	11.01.19	sa	11.01.19	
99	8703R	MEDICAL REIMBURSEMENT FILE OF NON-TEACHING	iao	11.01.19	fo/vc	11.01.19	
100	10446R	MEDICAL REIMBURSEMENT OF NON-TEACHING STAF	iao	11.01.19	fo/vc	11.01.19	
101	19090r	file for caution money for osd amethi , ashutosh saroj dharmendra kumar gotam	r	11.01.19	fo	11.01.19	
102	12389r	auditorium maintenance work	vc	11.01.19	fo	11.01.19	
103		grant b.voc.degree programm	b.voc	11.01.19	fo	11.01.19	
104	19091r	imprest money for osd amethi	r	11.01.19	ankit	11.01.19	
105	11031R	POST-DOCTORAL FELLOWSHIP DR. SADAF FAREED	HISTORY	11.01.19	ankit	11.01.19	
106		fixing of white board	ee	11.01.19	udc	11.01.19	
107	9232R	ICSSR PROJ- SURINDER MEHER	DE	11.01.19	SA	11.01.19	
108	6992R	Medical reimbursement(Retired Employee)	VC	11.01.19	ARF	11.01.19	
109	12519R	JRF RECRUITMENT FILE OF DBT PROJECT PI :DR. YUSUF AKHTER DBT BBAU	VC	11.01.19	ARF	11.01.19	
110	3393R	MEDIACL REIMBURSEMENTB (TEACHING FILE) PART - I	VC	11.01.19	ARF	11.01.19	
111	12181R	DST-SERB- PROJECT CONTINGENCY DR.R N BHARGAVA	VC	11.01.19	ARF	11.01.19	

112	18078R	NGS SERVICES AND ADVANCE UGC START UP GRANT DR. DIGVIJAY VERMA	VC	11.01.19	HOD-DM	11.01.19	
113	9846R	CCTV CAMERA REQUIREMENT FOR REGISTRAR OFFICE FINANCE OFFICE AND COE OFFICE	VC	11.01.19	ARF	11.01.19	
114		RAMALINGASWAMI PROJECT (CONSUMABLES) DR. PANKAJ KUMAR ARORA	VC	11.01.19	FO	11.01.19	
115	18054R	T/C PF SHRI RAM VISHAL REG- MEDICAL ALLOWANCES	VC	11.01.19	FO	11.01.19	
116	12645R	EXTENSION OF RCA CONTRACTUAL STAFF +1 FILE	VC	11.01.19	FO	11.01.19	
117	12182R	MANPOWER DR. R N BHARGAVA	VC	11.01.19	FO	11.01.19	
118	8560R	OPEN PARKING FOR AUDITORIUM	VC	11.01.19	ARF	11.01.19	
119	1/0387/D S/BBAU/ 18	STIPEND/FELLOWSHIP COUNCIL OF SCIENCE AND TECHNOLOGY UTTAR PRADESH MR. MOHIT KUMAR DIXIT	VC	11.01.19	ARF	11.01.19	
120		DST-SERB PROJECT JRF SALARY FILE DR.VENKATESH KUMAR R	VC	11.01.19	ARF	11.01.19	
121	12252R	SALARY HEAD FOR RESEARCH ASSISTANT CST UP PROJECT MR. VIKASH KUMAR UNDER DR. MONICA SHARMA	VC	11.01.19	ARF	11.01.19	