

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	12442R	DBT RAMALINGASWAMI FELLOWSHIP	r	09.10.18	fo/so/udc/ ARF/fo/VC	14.01.19	
2	12441R	AMRENDR SINGH VEDDI SECURITY AGENCY PAYMENT - II	IAO	02.11.18	FO/ARF/SO I./SA	14.01.19	
3	13063R	CONSTRUCTION OF ANIMAL HOUSE	EE	28.11.18	ARF/SOI/SA /SOI/ARF/P S-FO	14.01.19	
4	12813R	LED STREET LIGHT FROM CENTRAL LIBRARY TO GATE NO. 3	EE	05.12.18	ARF/soi/SA /SOI/FO/PS- FO	14.01.19	
5	11665r	ugc start up project of dr. pankaj kumar arora	dem	05.12.18	fo/arf/SOI/ SA/ARF/FO /arf/FO	14.01.19	
6	4616R	PF OF DR. S VICTOR BABU	IAO	10.12.18	FO/arf/SOI /UDC/ARF/ FO/IAO	14.01.19	
7	027/DZ/ BBAU	TRAVEL GRANT DR. ABHA MISHRA, DR. JYOTI PANDEY, DEPARTMENT OF ZOOLOGY	DBT	10.12.18	SA/arf/FO/ VC	14.01.19	
8	12529R	SATELLITE CAMPUS AMETHI KE ANURACHADI KARY	R	10.12.18	FO/SOI/SAI I/ARF/FO	14.01.19	
9	3838R	SERVICING OF AGRICULTURAL EQUIPMENT	VC	13.12.18	FO/ARF/SO II/UDC/FO/ VC	14.01.19	
10	18001R	FILE OF SANITATION SERVICES OSD AMETHI	R	13.12.18	FO/ARF/SO I /arf/FO/IA O	14.01.19	
11	18002R	FILE OF MANPOWER SERVICES OSF AMETHI	R	13.12.18	FO/ARF/SO I/arf/FO/IA O	14.01.19	

12	7141R	PF OF DR. SANDHYA GIHAR	R	14.12.18	FO/ARF/SOI/UDC/ARF	14.01.19	
13	8653R	SATELLITE CAMPUS AT AMEHTI	VC	14.12.18	FO/ARF/SOI/SA/FO/	14.01.19	
14	4185R	CENTRAL LIBRARY AC PLANT	R	18.12.18	ARF/SOI/sa/ARF/FO/EE	14.01.19	
15	7558R	HINDI PRASIKSHAN	R	21.12.18	UDC/FO/VC	14.01.19	
16	12599R	ELECTRICITY CONNECTION FOR EXPERIMENTAL FIELD	DEM	24.12.18	soi/SA/SOI/arf/FO/VC	14.01.19	
17	11118r	allotment of main auditorium	r	24.12.18	soi/UDC/ARF/FO	14.01.19	
18	12423R	ACADEMIC ACTIVITIES OF PROF. SANJAY KUMAR	R	24.12.18	SOII/UDC/FO/VC	14.01.19	
19	17064R	59TH ANNUAL CONFERENCE OF ASSOCIATION OF MICROBIOLOGISTS OF INDIA AT UNIVERSITY OF HYDERABAD DEC,2018, PROF. D P SINGH	DES	24.12.18	UDC/ARF	14.01.19	
20	12783R	CONTINGENCY ADVANCE DR. MONICA SHARMA PI	dbt	27.12.18	sa/ARF/FO/PI	14.01.19	
21	18090R	UGC NON NET FELLOWSHIP FILE	R	28.12.18	ANKIT/arf/FO/AR(A)	14.01.19	
22	11858R	PRINT JOURNAL-2017 FOR GBL	GBL	28.12.18	FO/ARF/SOI/UDC/ARF/FO	14.01.19	
23		PRINTING OF VARIOUS FORMES & OTHERS ITEMS USED IN EXAM SECTION	VC	28.12.18	ARF/SOI/UDC/FO/VC	14.01.19	
24		minor miscellaneous wors prof. kaman singh	dean spds	28.12.18	udc/ARF/FO	14.01.19	

25	19005R	FAKENEWS WORKSHOP	DMCJ	31.12.18	FO/ARF/SO II/arf/FO/A RF/FO	14.01.19	
26	18074R	FILE FOR THE REQUIREMENT OF TONER FOR TOSHIBA ESTUDIO 2309A FOR DHR,SLS	STR	31.12.18	UDC/FO/A RF/FO	14.01.19	
27	4440R	अतिथि गृह में विभिन्न प्रकार के कार्यों के निर्माण एवं मरम्मत के संबंध में 1	EE	01.01.19	SA/ARF/FO	14.01.19	
28	12214R	ELECTRICAL MAINTENANCE WORK IN CENTRAL LIBRARY	IAO	01.01.19	FO/ARF/soi /SA/FO	14.01.19	
29	14042R	PAYMENT OF VIDEOGRAPHY & PHOTOGRAPHY IN ACADEMIC COUNCIL MEETING HELD ON 26.11.18	PROCTOR	01.01.19	FO/arf/soii /UDC/arf/F O/ARF	14.01.19	
30	11148R	BNPL FILE FOR COE OFFICE	COE	01.01.19	UDC/FO/A RF/CASHIE R	14.01.19	
31	12442R	DBT RAMALINGASWAMI FELLOWSHIP	DES	01.01.19	udc/ARF/F O/VC	14.01.19	
32		GENERAL CORRESPONDENCE	SECURITY	01.01.19	FO/arf/SOI /UDC/FO/A RF/SOII/CA SHIER	14.01.19	
33	12555R	KJELDAHL UNIT FOR DES	DES	01.01.19	SA/ARF/FO	14.01.19	
34	13021R	GUNNER OF PAYMENT PART=II	R	02.01.19	udc/ARF/F O/VC	14.01.19	
35	17032R	ADVANCE FOR STATIONERY FOR UIET PROF. KAMAN SINGH	UIET	02.01.19	FO/arf/FO/ ARF/CASHI ER	14.01.19	
36	19026r	ramalingaswami project (advanc) dr. pankaj kumar arora	r	03.01.19	ARF/soi/sa/ arf/FO	14.01.19	
37	16062R	11TH EDITION OF INTERNATIONAL CONFERENCE ON ADVANCES IN MICROBIOLOGY AND PUBLIC HEATH MARCH 18-19,2019 VIENNA AUSTRIA	vc	03.01.19	FO/ARF/SO II/ARF/FO	14.01.19	

38		reimbursement for attending refresher course (10-31 des 2018) dr. sutanu maji	r	03.01.19	arf/soii/udc/ARF/FO	14.01.19	
39	16026R	ICNP-2018 FROM DST-SERB PROJECT DR. R N BHARAGAVA	DM	03.01.19	SA/arf/FO	14.01.19	
40	8149R	PURCHASE OF EARTHEN AND AND PLASTIC POTS	DAPS	03.01.19	UDC/FO/ARF/CASHIER	14.01.19	
41	8078r	auditorium decoration	ee	04.01.19	soi/sa/arf/FO/IAO	14.01.19	
42	3124R	Purchase of Cartridge(P-1007)	R	04.01.19	soi/sa/arf/FO/IAO	14.01.19	
43	19055r	purchasing of pre-filters	r	04.01.19	soii/arf/LIBRARIAN	14.01.19	
44		PURCHASE OF STATIONARY ITEMS FOR BOM MEETING HELD ON NOVEMBER 2017	r	04.01.19	udc/arf/FO	14.01.19	
45	9847R	TRAINING PROGRAMME ON STATISTICAL DATA PROGRESSING AND USE UNIT LEVAL DATA OF NSSO. BY PROF. SANATAN NAYAK	DE	04.01.19	ANKIT/ARF/FO/ARF	14.01.19	
46	8587R	SUMERSIBBLE/TUBWELL PUMP REPAIRING WORK	R	04.01.19	SOI/sa/FO/ARF	14.01.19	
47	8260R	PF OF PROF. RAM CHNADRA DEM WITH OUT SERVICE	IAO	07.01.19	FO/ARF/UDC	14.01.19	
48		PURCHASE OF NEWSPAPER	IGB	07.01.19	udc/ARF/FO	14.01.19	
49	11988R	ADJUSTMENT OF EXPENDITURE & PAYMENT BRAJESH KUMAR + 9371R APPLICATION SEMINAR GRANT FORM ICSSR	DST	07.01.19	SOII/fo/r	14.01.19	
50	5101R	Advance on the occasion of functiions	SECURITY	07.01.19	ANKIT/ARF/FO/ARF/SOII/CAAHIER	14.01.19	
51	7490r	construcation botanical garden	vc	08.01.19	fo/BY HAND JE	14.01.19	

52	3401R	REGUEST FOR MOSQUITO NETTING TO COVER WINDOOS OF CGH	ee	08.01.19	fo/ARF/SOI/SA	14.01.19	
53		national seminar problem of sectorial scacity and choice of indian	de	08.01.19	fo/ARF/AN KIT	14.01.19	
54		serb-dst project manpower head dr. jiwan singh	dem	08.01.19	sa/arf/FO/VC	14.01.19	
55		PURCHASE OF BOOKS FOR M.SC CYBER SECURITY (EVENING)	gbl	08.01.19	fo/ARF/SOI/SA	14.01.19	
56	14026R	SUCHMM PADARTH AND SAMBADDH CHETAN URJA RASHTRIY SANGHOSTI 01 FEBEARY-03 FEBEARY2019 PROF. BAL CHANDRA YADAV OPENING BANK ACCOUNT	PHY	08.01.19	FO/CASHIER	14.01.19	
57		PURCHASE OF BOOKS FOR DEPARTMENT OF CHEMISTRY DEPARTMENTAL LIBRARY	lib	08.01.19	fo/ARF/SA	14.01.19	
58	12033R	RECRUITMENT OF JUNIOR RESEARCH FELLOW DR. SUNIL BABU GOSIPATALA	dst	08.01.19	sa/ARF/FO	14.01.19	
59	405/DE/BBAU/2018	ICSSR DOCTORAL FELLOWSHIP PAYMENT FILE, DR. DEEPANJALI DAS	de	08.01.19	ankit/ARF	14.01.19	
60	9752R	नयी दिल्ली यात्रा सडक मार्ग से	IAO	08.01.19	fo/ARF/SOI/I/UDC	14.01.19	
61	14097R	CELEBRATION OF 87TH BIRTH ANNIVERSARY OF BHARAT RATNA DR. APJ ABDHUL KALAM ON 15TH OCTOBER-2018	iao	08.01.19	fo/VC	14.01.19	
62	18036r	international conference on global control of green house gases at the sources by physical and chemical techbology 22-24 march, 2019	vc	08.01.19	fo/ARF/AN KIT	14.01.19	
63	12094R	APPOINTMENT OF JRF DR. JYOTI PANDEY MR. FAHEEM	DAC	08.01.19	SA/ARF/FO/VC	14.01.19	
64		PENSION FILE	FW	08.01.19	ARF/FO/ARF	14.01.19	
65		WORKSHOP FOR OLT SOFTWARE	COE	09.01.19	FO/ARF/CASHIER	14.01.19	

66		T/C DD REGARDING FILE	COE	09.01.19	ARF/SOII/C ASHIER	14.01.19	
67	YSS/201 5/00083 8	DST-SERB GRANT, DR. JAWAHAR, MANPOWER SALARY (PROJECT FELLOW)	CHEMISTRY	09.01.19	SA/FO/VC	14.01.19	
68	10638R	JRF RECRUIT MENT COMMITTEE HCMV DR G SUNIL BABU, DR SANGEETA SAXENA	DBT	09.01.19	SA/ARF/FO /VC	14.01.19	
69		atul kumar upadhyay fellowship	des	09.01.19	ankit/FO/V C	14.01.19	
70		PAYMENT OF REMUNERATION FOR THE QUESTION PAPERS SETTERS & TRANSLATOR (ENGLISH TO HINDI) BBAU ENTRANCE TEST 2018	vc	09.01.19	fo/ARF/SOI /CASHIER	14.01.19	
71		SERB DST PROJECT DR. JIWAN SINGH CONTINGENCY	DES	09.01.19	SA/ARF/FO /ARF	14.01.19	
72	19073r	t/c file of sanitation services osd amethi	osd	11.01.19	arf/FO/ARF	14.01.19	
73	19074r	file of manpower services osd amethi	osd	11.01.19	arf/SA	14.01.19	
74	18045r	dbt consumable related enhancement of immunity & nutritional value of fresh water dr. abha mishra	ZOOLOGY	11.01.19	ARF/SA	14.01.19	
75		DD AND CHALLAN COPY DETAILS OF 8TH CONVOCATION DD REGARDING FILE	COE	11.01.19	arf/soii/udc /cashier	14.01.19	
76	11203R	DR. RIMA KUMARI CSIR SENIOR RESEARCH ASSOCIATESHIP	R	11.01.19	SOII/ANKIT /FO	14.01.19	
77	12448R	M/S VINOD KUMAR CHAHMOLI SECURITY PAYMENT FILE 18-19	PROCTOR	11.01.19	FO/ARF/SO I/SA	14.01.19	
78	17084R	annual report for the YEAR 2017-18	IAO	11.01.19	FO/ARF/SA	14.01.19	
79		ADJUSTMENT FILE/BILL REIMBURESMENT FILE FOR PAYMENT	DAAS	11.01.19	FO/ARF/SO II/UDC	14.01.19	
80		TA DA & HONORARIUM FOR DRM	DRM	11.01.19	FO/ARF/SO II/CASHIER	14.01.19	
81	9232R	ICSSR PROJ- SURINDER MEHER	DE	11.01.19	SA/ARF	14.01.19	

82	6992R	Medical reimbursement(Retired Employee)	VC	11.01.19	ARF/FO/PI- HEALTH CENTRE	14.01.19	
83	12519R	JRF RECRUITMENT FILE OF DBT PROJECT PI :DR. YUSUF AKHTER DBT BBAU	VC	11.01.19	ARF/cashie r	14.01.19	
84	3393R	MEDIACL REIMBURSEMENTB (TEACHING FILE) PART -I	VC	11.01.19	ARF/cashie r	14.01.19	
85	12181R	DST-SERB- PROJECT CONTINGENCY DR.R N BHARGAVA	VC	11.01.19	ARF/cashie r	14.01.19	
86	9846R	CCTV CAMERA REQUIREMENT FOR REGITRAR OFFCE FINANCE OFFICE AND COE OFFICE	VC	11.01.19	ARF/cashie r	14.01.19	
87	8560R	OPEN PARKING FOR AUDITORIUM	VC	11.01.19	ARF/cashie r	14.01.19	
88	1/0387/ DS/BBA U/18	STIPEND/FELLOWSHIP COUNCIL OF SCIENCE AND TECHNOLOGY UTTAR PRADESH MR. MOHIT KUMAR DIXIT	VC	11.01.19	ARF/SOI/C ASHIER	14.01.19	
89		DST-SERB PROJECT JRF SALARY FILE DR.VENKATESH KUMAR R	VC	11.01.19	ARF/cashie r	14.01.19	
90	12252R	SALARY HEAD FOR RESEARCH ASSISTANT CST UP PROJECT MR. VIKASH KUMAR UNDER DR. MONICA SHARMA	VC	11.01.19	ARF/cashie r	14.01.19	
91	18067r	proposal for foundation day program 18th february 2019	BY HAND MP SINGH	14.01.19	FO/ARF/SO II/ARF	14.01.19	
92	10625R	TECHNICAL COMMITTEE FOR THE PURCHASE OF EQUIPMENTS HCMV DR G SUNIL BABU AND DR SANGEETA SAXENA	DBT	14.01.19	SA	14.01.19	
93		ADVANCE FOR REPUBLIC DAY ON 26TH JANUARY, 2019 AMETHI	R	14.01.19	SOII/UDC	14.01.19	
94	19101R	AMBULANCE FITNESS FILE UP 32 DN 3760	R	14.01.19	UDC	14.01.19	
95	3779r	purchase of postal stamp	R	14.01.19	ANKIT	14.01.19	
96	19103R	MAINTENANCE WORK OF HOME SCIENCE DEPARTMENT	R	14.01.19	SOI/SA	14.01.19	

97	19102R	REQUIREMENT OF FUND FOR 2018-189 CAPITAL NON CAPITAL	EE	14.01.19	FO	14.01.19	
98	13034R	IMPREST MONEY FOR DHARMESH KUMAR JUNIOR ENGINEER (CIVIL)	R	14.01.19	SOII/ANKIT	14.01.19	
99		IMPREST MONEY FOR COE	COE	14.01.19	FO/ARF/SO II/CASHIER	14.01.19	
100	12610r	maintenance of ro water treatment plants	IAO	14.01.19	FO	14.01.19	
101	12538R	TECHNICAL COMMITTEE APPROVED FILE FOR PURCHASE UNDER DBT FUNDED PROJECT (DR. YUSUF AKHTER, DBT	IAO	14.01.19	FO	14.01.19	
102	12149R	UIET BUILDING ELECTRICAL REQUIREMENT	IAO	14.01.19	FO	14.01.19	
103	19095R	NON NET FELLOWSHIP MR. JAYDIP KUMAR	R	14.01.19	ANKIT	14.01.19	
104		IMPREST MONEY FOR DAP	DAP	14.01.19	FO/ARF/SO II/CASHIER	14.01.19	
105	19078R	T/C PF LTC OF SHRI A THANGARAJ COMPUTER OPERATOR ALONG SERVICE BOOK	R	14.01.19	FO/IAO	14.01.19	
106		HONORARIUM DR.NEHA ANAND STUDENT COUNSELING CENTRE	FINANCE	14.01.19	FO/VC	14.01.19	
107	12994R	PURCHASE OF AC FOR VARIEUS DEPARTMENT SECTION	STR	14.01.19	SA	14.01.19	
108	18003R	SERB-RESEARCH GRANT: PURCHASE OF CHEMICALS	STR	14.01.19	SOI	14.01.19	
109	19016R	CHEMICALS ETC. ALONGWITH PRICE LIST BOOKS 4	DES	14.01.19	SA	14.01.19	
110	12229R	PAYMENT OF ELECITRICITY BILL OF BBAU SATELLITE CAMPUS AMETHI	R	14.01.19	FO/VC	14.01.19	
111	6492R	INCREMENT FILE OF FACULTY MEMBERS	R	14.01.19	FO	14.01.19	
112	17037r	t/c pf ltc of shri diwan singh mts ALONGWITH SERVICE BOOK	r	14.01.19	FO	14.01.19	
113	4094R	UP32DC4006 TATA INDIGO	R	14.01.19	UDC	14.01.19	
114	18058R	T/C PF LTC OF SHRI SURESH CHANDRA DRIVER ALONGWITH SERVICE BOOK	R	14.01.19	ANKIT	14.01.19	

115	17098R	EMD RELEASE AGAINST THE EQUIPMENTS PURCHASED DR. G SUNIL BABU	DBT	14.01.19	FO/VC	14.01.19	
116	15058R	repairing of ups & batteries & olt system bbau + 1 file repair of olt software (examination section)	coe	14.01.19	FO/VC	14.01.19	
117	3824R	UP32 FK2928N REPAIRING	AR(V)	14.01.19	FO/ARF/SO II/CASHIER	14.01.19	
118	19112R	T/C PF LTC OF SMT. ANITA AGRAWAL PS	R	14.01.19	ANKIT	14.01.19	
119	12886R	CAUTION MONEY FILE FOR B.ED 4TH SEM BBAU 2016-18	R	14.01.19	ANKIT	14.01.19	
120	17096R	T/C PF LTC OF PROF. SHUBHINI A SARAF ALONGWITH SERVICE BOOK	R	14.01.19	ANKIT	14.01.19	
121	19113R	T/C PF LTC OF SHRI S N ABBAS REG:- PRIOR INTIMATION FOR AVAILING LTC & 10 DAYS EL ENCASHMENT ALONGWITH SERVICE	R	14.01.19	ANKIT	14.01.19	
122	7457R	APPOINMENT OF JRF FELLOWSHIP DR. ANAND PRAKASH	DBT	14.01.19	SA	14.01.19	
123	12595r	t/c pf of shri arvind shukla rso regarding house building advance (HBA)	R	14.01.19	FO	14.01.19	
124	19110R	T/C PF SHRI SHIV KUMAR TRIPATHI HBA REGARDING HINDI OFFICER	R	14.01.19	ARF	14.01.19	
125		ONLINE ENTRANCE TEST 2018	DIT	14.01.19	FO	14.01.19	
126		EXPERT LECTURE FOUNDATION DAY TRAVEL PAYMENT (AIR)	DIT	14.01.19	FO	14.01.19	
127	6931R	ADVANCE FOR EDUCATIONAL TRIP APPLIED GEOLOGY	DES	14.01.19	FO	14.01.19	
128	19100R	FILTER PAPERS FOR AIR SAMPLERS	DES	14.01.19	FO/ARF	14.01.19	
129	10446R	MEDICAL REIMBURSEMENT OF NON-TEACHING STAF	VC	14.01.19	FO/ARF	14.01.19	
130	8703R	MEDICAL REIMBURSEMENT FILE OF NON-TEACHING	VC	14.01.19	ARF	14.01.19	
131	14030R	UGC NON NET FELLOWSHIP MONTH OF DEC 2018	FW	14.01.19	FO/VC	14.01.19	