

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	11665r	ugc start up project of dr. pankaj kumar arora	dem	05.12.18	fo/arf/SOI/SA/ARF/FO/arf/FO/SOI	15.01.19	
2	7884R	PF OF SHRI DHARMESH KUMAR	R	10.12.18	SOI/CASHIER/R	15.01.19	
3	12529R	SATELLITE CAMPUS AMETHI KE ANURACHADI KARY	R	10.12.18	FO/SOI/SAII/ARF/FO/IAO	15.01.19	
4	7141R	PF OF DR. SANDHYA GIHAR	R	14.12.18	FO/ARF/SOI/UDC/ARF/fo	15.01.19	
5	8653R	SATELLITE CAMPUS AT AMEHTI	VC	14.12.18	FO/ARF/SOI/SA/FO/ARF	15.01.19	
6	11118r	allotment of main auditorium	r	24.12.18	soi/UDC/ARF/FO/ARF	15.01.19	
7		TA REIMBURSEMENT FILE FOR ATTENDING CONFERENCE AT HYDERABAD (DR. JAY SHANKAR SINGH , DEM) + 16038R FILE MARGED	BY HAND	24.12.18	FO/ARF/SOII/UDC/FO/ARF	15.01.19	
8	12564R	PF OF PROF. MY KHAN	vc	27.12.18	fo/ARF/SOI/UDC/arf/fo	15.01.19	
9	11256r	pf of dr. yusuf akhter	r	27.12.18	fo/ARF/UDC/arf/fo	15.01.19	
10	11858R	PRINT JOURNAL-2017 FOR GBL	GBL	28.12.18	FO/ARF/SOI/UDC/ARF/FO/IAO	15.01.19	
11		minor miscellaneous wors prof. kaman singh	dean spds	28.12.18	udc/ARF/FO/ARF	15.01.19	
12	19005R	FAKENEWS WORKSHOP	DMCJ	31.12.18	FO/ARF/SOII/arf/FO/ARF/FO/ARF/FO	15.01.19	

13	18074R	FILE FOR THE REQUIREMENT OF TONER FOR TOSHIBA ESTUDIO 2309A FOR DHR,SLS	STR	31.12.18	UDC/FO/ARF/FO/DR(S&P)	15.01.19	
14	11586R	PF OF DR. SUBHASH MISRA WITHOUT SERVICE BOOK	R	01.01.19	FO/SOI/UDC/ar	15.01.19	
15	4440R	अतिथि गृह में विभिन्न प्रकार के कार्यों के निर्माण एवं मरम्मत के संबंध में 1	EE	01.01.19	SA/ARF/FO/VC	15.01.19	
16	12214R	ELECTRICAL MAINTENANCE WORK IN CENTRAL LIBRARY	IAO	01.01.19	FO/ARF/soi/SA/FO/vc	15.01.19	
17	14042R	PAYMENT OF VIDEOGRAPHY & PHOTOGRAPHY IN ACADEMIC COUNCIL MEETING HELD ON 26.11.18	PROCTOR	01.01.19	FO/arf/soii/UDC/ar/FO/ARF/CASHIER	15.01.19	
18	4647R	STAFF SALARY DST CENTRE FOR POLICY RESEARCH	DST	01.01.19	SA/ARF/fo	15.01.19	
19	12555R	KJELDAHL UNIT FOR DES	DES	01.01.19	SA/ARF/FO/VC	15.01.19	
20		REFRESHER COURSE REIMBURSEMENT DR. NARANDER KUMAR	DCS	02.01.19	ARF/soii/ARF/fo/AR(A)	15.01.19	
21	19026r	ramalingaswami project (advanc) dr. pankaj kumar arora	r	03.01.19	ARF/soi/sa/ar/FO/SOI	15.01.19	
22	16062R	11TH EDITION OF INTERNATIONAL CONFERENCE ON ADVANCES IN MICROBIOLOGY AND PUBLIC HEALTH MARCH 18-19,2019 VIENNA AUSTRIA	vc	03.01.19	FO/ARF/SOII/ARF/FO/PI	15.01.19	
23		reimbursement for attending refresher course (10-31 des 2018) dr. sutanu maji	r	03.01.19	arf/soii/udc/ARF/FO/ar(a)	15.01.19	
24	12852R	MAINTENANCE OF CANTEEN NEAR UIET BUILDING	EE	04.01.19	SOI/SA/ARF/fo	15.01.19	
25		PURCHASE OF STATIONARY ITEMS FOR BOM MEETING HELD ON NOVEMBER 2017	r	04.01.19	udc/ar/FO/vc	15.01.19	
26		PURCHASE OF NEWSPAPER	IGB	07.01.19	udc/ARF/FO/ar	15.01.19	
27	12033R	RECRUITMENT OF JUNIOR RESEARCH FELLOW DR. SUNIL BABU GOSIPATALA	dst	08.01.19	sa/ARF/FO/VC	15.01.19	

28	405/DE/ BBAU/2 018	ICSSR DOCTORAL FELLOWSHIP PAYMENT FILE, DR. DEEPANJALI DAS	de	08.01.19	ankit/ARF/fo	15.01.19	
29	11728R	DST-STI POST DOCTORAL RESEARCH FELLOW VENKATESH DUTTA STI FELLOW DR.ADITYA VIKRAM AGARWAL	dst	08.01.19	ankit/ARF	15.01.19	
30	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/ANKIT/ ARF/FO/VC	15.01.19	
31		purchase of minor equipments for dr. suman mishra	ZOOLOGY	08.01.19	SA/FO/IAO	15.01.19	
32		SERB DST PROJECT DR. JIWAN SINGH CONTINGENCY	DES	09.01.19	SA/ARF/FO/AR F/CASHIER	15.01.19	
33		OPEN PH.D VIVA-VOCE EXAM OF MR. SHASHI PAL	SOCIOLOGY	09.01.19	FO/ARF/fo	15.01.19	
34	19073r	t/c file of sanitation services osd amethi	osd	11.01.19	arf/FO/ARF /SA	15.01.19	
35	12847R	SERB RESEARCH GRANT JRF/SRF SALARY FILE DR. GAURAV KAITHWAS	PHARMA	11.01.19	SA/ARF/fo	15.01.19	
36	19086R	REIMBURSEMENT OF EXPENSES ASSOCIATED WITH UGC ORIENTATION PROGRAMME DR. VIKAS MISHRA	R	11.01.19	fo/AR(A)	15.01.19	
37	19085R	SAPANA KUSHWAHA REGARDING REIMBURSEMENT OF HOSPITALITY FILE OF ORIENTATION PROGRAMME	R	11.01.19	fo/AR(A)	15.01.19	
38	11203R	DR. RIMA KUMARI CSIR SENIOR RESEARCH ASSOCIATESHIP	R	11.01.19	SOII/ANKIT/FO /R	15.01.19	
39	13098R	DST-CENTRE FOR POLICY RESEARCH DR. SUMYA PATHAK UNDER DR. VENKATESH DUTTA	DES	11.01.19	SA/ARF/FO	15.01.19	
40		CONTINGENCY MAIN FILE OF DBT PROJECT (PI : DR. YUSUF AKHTER,DBT)	DBT	11.01.19	sa/ARF/fo	15.01.19	

41	12389r	auditorium maintenance work	vc	11.01.19	fo/ARF	15.01.19	
42		grant b.voc.degree programm	b.voc	11.01.19	fo/ARF/SAIL	15.01.19	
43	9232R	ICSSR PROJ- SURINDER MEHER	DE	11.01.19	SA/ARF/fo	15.01.19	
44	18054R	T/C PF SHRI RAM VISHAL REG- MEDICAL ALLOWANCES	VC	11.01.19	FO/r	15.01.19	
45	12645R	EXTENSION OF RCA CONTRACTUAL STAFF +1 FILE	VC	11.01.19	FO/ARF	15.01.19	
46	12182R	MANPOWER DR. R N BHARGAVA	VC	11.01.19	FO/arf	15.01.19	
47	18067r	proposal for foundation day program 18th february 2019	BY HAND MP SINGH	14.01.19	FO/ARF/SOII/ARF/fo	15.01.19	
48	19102R	REQUIREMENT OF FUND FOR 2018-189 CAPITAL NON CAPITAL	EE	14.01.19	FO/arf	15.01.19	
49	12610r	maintenance of ro water treatment plants	IAO	14.01.19	FO/vc	15.01.19	
50	12538R	TECHNICAL COMMITTEE APPROVED FILE FOR PURCHASE UNDER DBT FUNDED PROJECT (DR. YUSUF AKHTER, DBT	IAO	14.01.19	FO/VC	15.01.19	
51	12149R	UIET BUILDING ELECTRICAL REQUIREMENT	IAO	14.01.19	FO/VC	15.01.19	
52	18003R	SERB-RESEARCH GRANT: PURCHASE OF CHEMICALS	STR	14.01.19	SOI/SA	15.01.19	
53	6492R	INCREMENT FILE OF FACULTY MEMBERS	R	14.01.19	FO/ARF/SOI/UDC	15.01.19	
54	3824R	UP32 FK2928N REPAIRING	AR(V)	14.01.19	FO/ARF/SOII/ARF/FO/VC	15.01.19	
55		ONLINE ENTRANCE TEST 2018	DIT	14.01.19	FO/SOI	15.01.19	
56		EXPERT LECTURE FOUNDATION DAY TRAVEL PAYMENT (AIR)	DIT	14.01.19	FO /ARF	15.01.19	

57	6931R	ADVANCE FOR EDUCATIONAL TRIP APPLIED GEOLOGY	DES	14.01.19	FO/ARF	15.01.19	
58	19100R	FILTER PAPERS FOR AIR SAMPLERS	DES	14.01.19	FO/ARF/SA	15.01.19	
59	8998R	TA BILL OF REGISTRAR ON TOUR OF NEW DELHI	R	15.01.19	arf/FO	15.01.19	
60	17026R	TA BILL PAYMENT OF CHANCELLOR BBAU	R	15.01.19	UDC	15.01.19	
61	10755R	DR.SUDIPTA SAHA DST SERB PROJECT CHEMICALS	PHARMA	15.01.19	SA	15.01.19	
62	12547R	CHEMICALS DR. SUDIPTA SAHA UGC- MRP PROJECT	R	15.01.19	SA	15.01.19	
63	12054R	IMPREST MONEY FOR DAPS	DAPS	15.01.19	ANKIT	15.01.19	
64		COMMEMORATION OF THE 23RD ANNIVERSARY OF THE FOUNDATION DAY OF THE BBAU (PURCHASE OF MEMENTOS)	by hand	15.01.19	arf/fo/dac	15.01.19	
65	14030R	UGC NON NET FELLOWSHIP MONTH OF DEC 2018	vc	15.01.19	arf	15.01.19	
66	12229R	PAYMENT OF ELECITRICITY BILL OF BBAU SATELLITE CAMPUS AMETHI	vc	15.01.19	ARF/SOII/CAS HIER	15.01.19	
67		LIGHT ITEMS REGARDING FILE	DSW	15.01.19	FO/ARF	15.01.19	
68		समाचार पत्रों एवं पत्रिकाओं के भुगतान से संबंधित पत्रावली	KBH	15.01.19	FO/ARF	15.01.19	
69	10638R	JRF RECRUIT MENT COMMITTEE HCMV DR G SUNIL BABU, DR SANGEETA SAXENA	VC	15.01.19	ARF	15.01.19	
70	6315R	PURCHASE OF ELECTRIC MATERIAL	GBS	15.01.19	FO/ARF	15.01.19	
71	3484R	Diesel for tractor	R	15.01.19	ANKIT	15.01.19	
72	19117R	CASH ADVANCWE AE(E)	EE	15.01.19	SOI	15.01.19	

73	15076R	AMBEDKAR BHAWAN ME JALAPURTI ARRENJMENT	R	15.01.19	SOI	15.01.19	
74	4086R	CAUTION MONEY FILE ACAD SECTION	R	15.01.19	ANKIT	15.01.19	
75	12783R	CONTINGENCY ADVANCE DR. MONICA SHARMA PI	DBT	15.01.19	SA	15.01.19	
76	6927R	IMPREST MONEY FOR SPORTS SECTION	SS	15.01.19	ankit	15.01.19	
77		imprest money for cpd	cpd	15.01.19	cashier	15.01.19	