

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	18000R	FILE OF SECURITY SERVICES OSD AMETHI	R	13.12.18	FO/ARF/SOI/ SA/fo/soi	24.01.19	
2	8653R	SATELLITE CAMPUS AT AMEHTI	VC	14.12.18	FO/ARF/SOI/ SA/FO/ARF/F O/ARF/fo	24.01.19	
3	8426R	MAINTENACE OF CENTRAL LIBRARY	EE	21.12.18	FO/ARF/soio	24.01.19	
4	16026R	ICNP-2018 FROM DST-SERB PROJECT DR. R N BHARAGAVA	DM	03.01.19	SA/arf/FO /ARF/FO/arf/ SOI/CASHIER	24.01.19	
5	10322R	Children Education Allowance SESSION 2017-18	r	04.01.19	sa/fo/IAO	24.01.19	
6	9847R	TRAINING PROGRAMME ON STATISTICAL DATA PROGESSING AND USE UNIT LEVAL DATA OF NSSO. BY PROF. SANATAN NAYAK	DE	04.01.19	ANKIT/ARF/F O/ARF/FO/A RF/soii	24.01.19	
7	12645R	EXTENSION OF RCA CONTRACTUAL STAFF +1 FILE	VC	11.01.19	FO/ARF/soi	24.01.19	
8	19103R	MAINTENANCE WORK OF HOME SCIENCE DEPARTMENT	R	14.01.19	SOI/SA/fo/arf /fo	24.01.19	
9	13034R	IMPREST MONEY FOR DHARMESH KUMAR JUNIOR ENGINEER (CIVIL)	R	14.01.19	SOII/ANKIT/F O/EE	24.01.19	
10	4094R	UP32DC4006 TATA INDIGO	R	14.01.19	UDC/ARF/FO /VC	24.01.19	
11	19110R	T/C PF SHRI SHIV KUMAR TRIPATHI HBA REGARDING HINDI OFFICER	R	14.01.19	ARF/SOII/UD C	24.01.19	
12	12547R	CHEMICALS DR. SUDIPTA SAHA UGC- MRP PROJECT	PHARMA	15.01.19	SA/FO/iao	24.01.19	
13	3484R	Diesel for tractor	R	15.01.19	ANKIT/ARF/F O/arf /soii/cashier	24.01.19	

14	6927R	IMPREST MONEY FOR SPORTS SECTION	SS	15.01.19	ankit/FO/ARF /soii/CASHIE R	24.01.19	
15	19123R	DST-INSPIRE FELLOWSHIP SHUBHAM RASTOGI UNDER DR. GAURAV KAITHWAS	PHARMA	16.01.19	SA/fo/vc	24.01.19	
16		FILE FOR THE IMPREST MONEY BY PREPAID CARD FROM PROF.PRITI SAXENA	DHR	16.01.19	ANKIT/FO /arf	24.01.19	
17	10919R	ICSSR FORM FILE FOR Abhishek mishra	AR(A)	17.01.19	FO/SOII/ANKI T/ARF/FO/R	24.01.19	
18	12528R	SUPPLY OF CARPENTRY GOODS FOR HOSTELS AND MISCELLANEOUS MAINTENANCE WORKS OF BBAU BUILDINGS +1 FILE	R	17.01.19	SOI/SA/fo/IA O	24.01.19	
19	17065R	REFUND OF CAUTION MONEY FOR OSD AMETHI	R	17.01.19	SOII/ANKIT/f o/arf/CASHIE R	24.01.19	
20	9443R	ICSSR PROJ- DR SURENDRA MEHER CONTINGENCY GRANT	DE	18.01.19	AJAY/SOI/fo/ vc	24.01.19	
21		Imprest money for statidstics	DAS	18.01.19	ANKIT/fo/arf /fo/ankit	24.01.19	
22		TA APPROVAL FILE MICROBIOLOGY	DEM	18.01.19	FO/SOI/UDC	24.01.19	
23	3779r	purchase of postal stamp	VC	21.01.19	ARF/SOII/AN KIT/CASHIER	24.01.19	
24	16072R	T/C PF LTC OF DR. SUNIL BABU GOOSIPATALA	FO	21.01.19	SOII/ARF	24.01.19	
25	16060R	T/C PF LTC OF SHRI RAM KUMAR GUPTA PS (COE SECTION) along with service book	FO	21.01.19	SOII/ARF	24.01.19	
26	12578R	ADVANCE FOR BOM (TEA & SNACKES)	R	22.01.19	UDC/fo/arf /CASHIER	24.01.19	
27	11993R	ADVANCE FOR R-OFFICE	R	22.01.19	UDC/fo/arf	24.01.19	
28	3613R	SCANNING ELECTRON MICROSCOPE SERVICE	iao	22.01.19	fo/arf/SOI/SA	24.01.19	

29		national seminar problem of sectorial scacity and choice of indian	vc	22.01.19	ARF/CASHIER	24.01.19	
30		purchase of minor equipments for dr. suman mishra	vc	22.01.19	fo/arf/SOI/H-ZOOLOGY	24.01.19	
31	19128r	reimbursement of food charges & admission fees of refrater course (dr. ravi shankar verma)	r	22.01.19	arf/SOII/UDC	24.01.19	
32	17049R	printing of diary & calender for the year -2019	STR	22.01.19	SA/ARF/fo/iao	24.01.19	
33		WIFI-RAILTEL BBAU	DIT	22.01.19	FO/R	24.01.19	
34	12572r	purchase of equipments for chemistry lab uiet(b.tech)	uiet	22.01.19	arf/soi/SA	24.01.19	
35		meeting of school board of dean spds adjustment of bill prof. kaman singh	vc	23.01.19	fo/PROF.KA MAN SINGH	24.01.19	
36	15011R	REQUIREMENT OF COMPUTER SYSTEM PROF. GAJANAN PANDEY	DAC	23.01.19	FO/ARF/soi/SA	24.01.19	
37	16007R	MEDICAL REIMBURSEMENT FILE OF DR. HARISHANKAR SINGH	DOE	23.01.19	ARF/soii/ANKIT	24.01.19	
38	19112R	T/C PF LTC OF SMT. ANITA AGRAWAL PS ALONGWITH SERVICE BOOK	IAO	23.01.19	FO/R	24.01.19	
39	8078r	auditorium decoration	IAO	23.01.19	FO/VC	24.01.19	
40	19073r	t/c file of sanitation services osd amethi	IAO	23.01.19	FO/SOI	24.01.19	
41	19074r	file of manpower services osd amethi	IAO	23.01.19	FO/SOI	24.01.19	
42	17070R	CHANGE OF TENURE BOARD OF VC OFFICE	R	23.01.19	FO/soi/UDC	24.01.19	
43	19173R	ROOF TOP SOLAR SYSTEM	R	23.01.19	SOI/UDC	24.01.19	
44	5002r	university funstions	GBS	23.01.19	SOII/UDC	24.01.19	
45	8842R	ICSSR FELLOWSHIP KRITIKA AGRAWAL	ar(a)	23.01.19	ankit/ARF	24.01.19	
46		REMUNERATION BILLS OF GUEST FACULTY FOR END SEMESTER EXAMINATION DEC-2018	fw	23.01.19	fo/IAO	24.01.19	
47	10755R	DR.SUDIPTA SAHA DST SERB PROJECT CHEMICALS	IAO	24.01.19	FO/soi	24.01.19	
48	12994R	PURCHASE OF AC FOR VARIEUS DEPARTMENT SECTION	IAO	24.01.19	FO/arf	24.01.19	

49		DEAN SPDS MEETING OF SCHOOL BOARD OF DEAN SPDS ADJUSTMENT OF BILLS PROF. KAMAN SINGH	VC	24.01.19	FO/ARF	24.01.19	
50	18028R	STAPNA DEVASH KE AVSHAR PER CHAYABAD KE 100 VARSH DEVASHI RASHTRIY SANGHOSHTI	VC	24.01.19	FO/ARF/ANKIT	24.01.19	
51	18036r	international conference on global control of green house gases at the sources by physical and chemical techbology 22-24 march, 2019	DAC	24.01.19	FO/PROF. RP SINGH	24.01.19	
52		CASE REGARDING DIRECTORATWE GENERAL OF GST INTELLIGENCE REGIONAL UNIT	R	24.01.19	FO/ARF	24.01.19	
53		MAINTENANCE GRANT	HD&FS	24.01.19	FO	24.01.19	
54	19188R	ADVANCE FOR THE SURGICAL STRIKE NCC GIRLS WINGS	NCC	24.01.19	UDC	24.01.19	
55	9449R	DIESEL FOR DG SET AMETHI CAMPUS	OSD	24.01.19	FO	24.01.19	
56	19125R	salary (2018-2019) non plan /csseip	IAO	24.01.19	fo	24.01.19	
57	12641R	AC FOR COMMITTEE ROOM	iao`	24.01.19	fo	24.01.19	
58	4768R	T/C OF OF DR. RAJESH KUMAR ALONG WITH SERVICE	IAO	24.01.19	fo	24.01.19	
59	6492R	INCREMENT FILE OF FACULTY MEMBERS	iao	24.01.19	fo	24.01.19	
60	17084R	annual report for the YEAR 2017-18	iao	24.01.19	fo	24.01.19	
61	3839R	ADVANCE FOR MISCELLANCOUS WORK FOR ROSE GARDEN & OTHERS	GBS	24.01.19	udc	24.01.19	
62	12127R	LIGHTING CONDUCTOR REQUIREMENTS	ee	24.01.19	arf	24.01.19	
63	12527R	LTC PF OF SHRI RAVI SHANKAR KUMAR (FINANCE SECTION) alongwith service book	R	24.01.19	fo	24.01.19	
64	3920R	landline/fwll bill payment of VCS&Camp office	TELE	24.01.19	udc	24.01.19	
65	19168r	FELLOWSHIP CLAIM VIVEK KUMAR	R	24.01.19	ANKIT	24.01.19	