

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	9326R	TA BILL FILE REGISTRAR OFFICE UGC MEETING		27.09.18	FO/ARF/SOII/ UDC/FO/ARF /SOF/UDC/F O/IAO	03.01.19	
2	9752R	नयी दिल्ली यात्रा सडक मार्ग से	R	28.11.18	FO/ARF/SOII/ FO/IAO	03.01.19	
3		33 BPGS MEETING HETU INVITE GUEST KE GUEST HOUSE AND EATING KE BILL HE PAYMENT HETU BBAU 2018	DLIS	03.12.18	ARF/SOII/UD C/FO/ARF	03.01.19	
4		ONLINE ENTRANCE TEST 2018	IAO	05.12.18	FO/ARF/SOI/ SA/ARF/SOI/ COR-DIT	03.01.19	
5	12716R	PUCHASE THROUGH CARD PAYMENT	VC	05.12.18	FO/ARF/SOII/ ANKIT/ARF/F O/HI.GBS	03.01.19	
6		BIO METRIC ATTENDANCE	RA KHAN	07.12.18	FO/IAO	03.01.19	
7	3900R	MISCELLANEOUS CENTRE FOR POLICY REARCH DR. VENKATESH DUTTA	DES	18.12.18	SA/O/VC	03.01.19	
8	10923R	FELLOWSHIP FILE FOR PRATIMA ICSSR FELLOWSHIP	R	19.12.18	ANKIT/arf/FO /VC	03.01.19	
9	14016R	MAINTENANCE OF SBBT BUILDINGS PART-1	EE	19.12.18	SA/arf/fo/AR F/SOI/cashier	03.01.19	
10	7651R	IMPREST MONEY FOR AE(E)	AE(E)	24.12.18	ANKIT/ARF	03.01.19	
11	3837R	ADVANCE FOR UNIVERSITY FUNCTION	GBS	24.12.18	UDC/ARF/FO /ARF	03.01.19	
12	17093R	guest house payment -2011	GH	24.12.18	FO/ARF/SOII/ udc/ARF	03.01.19	
13		REPAIR ESTIMATE OF INCUBATOR DR. D R MODI	DBT	24.12.18	UDC/ARF/FO /ARF	03.01.19	

14	8495R	INSECT AND RODENT CONTROL IN THE LIBRARY	VC	24.12.18	FO/ARF/SOI/SA/FO/IAO	03.01.19	
15	6791R	P.F.OF PROF SARTIK BAGH.	r	26.12.18	FO/ARF/SOII/ANKIT/FO/IAO	03.01.19	
16	16097R	NATIONAL FELLOWSHIP AND SCHOLARSHIP FOR HIGHER EDUCATION M/S SMRITI SINGH	VC	26.12.18	ARF/FO/ARF/SOII/ANKIT/ARF	03.01.19	
17	18086r	REIMBURSEMENT OF REGISTRATION & ACCOMMODATION FEE ICOFAAS CONFERENCE PROF. NAVEEN KUMAR ARORA	vc	27.12.18	FO/ARF/SOII/arf/FO/ARF	03.01.19	
18	5814r	supply of electrical goods part-ii	r	27.12.18	fo/ARF/SOI/SA/fo/EE	03.01.19	
19	17037r	t/c pf ltc of shri diwan singh mts	r	27.12.18	ankit/arf/FO/DR(E)	03.01.19	
20	10919R	ICSSR FORM FILE FOR Abhishek mishra	ar(a)	27.12.18	ankit/arf/FO/ARF	03.01.19	
21		NEWSPEAPER PAYMENT REGARDING	DPR	28.12.18	UDC/ARF/FO/ARF	03.01.19	
22	18094R	NATIONAL CONFERENCE REGARDING APPROVAL AND ADVANCE MONEY	NSS	31.12.18	FO/ARF/soii/ANKIT	03.01.19	
23		SANCTION FOR NEWSPAPERS	DMCJ	31.12.18	UDC/ARF/FO/ARF	03.01.19	
24		REQUIREMENT OF NAME PLATES	UIET	31.12.18	FO/ARF/soii/UDC	03.01.19	
25	19005R	FAKENEWS WORKSHOP	DMCJ	31.12.18	FO/ARF/soii	03.01.19	
26	18065R	REQUIREMENT OF CHEMICALS	R	31.12.18	SA/FO/DR(S&P)	03.01.19	
27	3393R	MEDIACL REIMBURSEMENT TEACHING FILE PART - 1	R	01.01.19	FO/arf/soii/ankit	03.01.19	
28	16059R	T/C PF LTC OF SHRI MOHD. MOBEEN (SA)	IAO	01.01.19	FO/R	03.01.19	

29	12214R	ELECTRICAL MAINTENANCE WORK IN CENTRAL LIBRARY	IAO	01.01.19	FO/ARF/soi/SA	03.01.19	
30	14042R	PAYMENT OF VIDEOGRAPHY & PHOTOGRAPHY IN ACADEMIC COUNCIL MEETING HELD ON 26.11.18	PROCTOR	01.01.19	FO/arf/soii/UDC	03.01.19	
31		GENERAL CORRESPONDENCE	SECURITY	01.01.19	FO/arf/SOI/UDC	03.01.19	
32		notice board regarding	PROCTOR	01.01.19	fo/dr(store)	03.01.19	
33		PERMISSION OF M.PHARM (PHARMACOLOGY/PHARMACUTICAL REGISTRATION LINE ON PCI PORTAL	VC	02.01.19	fo/ARF	03.01.19	
34	9531R	REFUND OF FEES VOL-2	vc	02.01.19	ARF/SOI/CASHIER	03.01.19	
35	18067r	proposal for foundation day program 18th february 2019	r	02.01.19	fo/ARF	03.01.19	
36	18037R	RESEARCH METHODOLOGY COURSE (FOUNDATION DAY)	VC	02.01.19	FO/ARF/FO/ARF	03.01.19	
37	9499R	SHIFTING OF ELECTRICAL SUPPLY SYSTEM FOR AMETHI CAMPUS	EE	02.01.19	FO/AR(L)	03.01.19	
38		DBT PROJECT TRAVEL DR. RAM CHANDRA	DEM	03.01.19	SA	03.01.19	
39	624F	IMPREST MONEY FOR DRM	DRM	03.01.19	ANKIT	03.01.19	
40		PROJECTOR REPAIRING FILE OF DZ	VC	03.01.19	ARF	03.01.19	
41	12252R	SALARY HEAD FOR RESEARCH ASSISTANT CST UP PROJECT	BIO	03.01.19	SA	03.01.19	
42	12683r	purchase of equipments prof. ram chandra (pi)	IAO	03.01.19	FO	03.01.19	
43	3231R	ETIOS DIESEL UP 32 FR 5768	VC	03.01.19	ARF/SOII/CASHIER	03.01.19	
44	15033R	NATIONAL FELLOWSHIP AND SCHOLARSHIP FOR HIGHER EDUCATION M/S MUINNI GOND	VC	03.01.19	FO/R	03.01.19	
45	12765R	TA BILL FOR VC SIR	VC	03.01.19	ARF	03.01.19	

46	16099R	FILE RELATED TO FINANCIAL SUPPORT FOR STUDENTS DURING THE YEAR 2017-18	VC	03.01.19	FO/ARF	03.01.19	
47	12575R	PROPOSAL FOR INSTALLATION OF WATER FACILITY FOR STUDENTS AT THE UNIVERSITY PLAY GROUND	IAO	03.01.19	FO/VC	03.01.19	
48	8166R	PURCHASE OF BIOTOILET	IAO	03.01.19	FO/VC	03.01.19	
49	8486R	PURCHASING OF PLUMBING GOODS PART-2	iao	03.01.19	fo	03.01.19	
50	5898R	OLT FILE	VC	03.01.19	fo/ARF	03.01.19	
51	8157R	PRINTING/SUPPLY	vc	03.01.19	arf	03.01.19	
52	8894R	POST-DOC DR JAVEED AHMAD BHAT	vc	03.01.19	arf	03.01.19	
53	7006R	PURCHASE OF CHEMICAL ,GLASSWARE& PLASTICWARE	vc	03.01.19	arf	03.01.19	
54		head: contigency dr. preeti gupta dst- Inspire Faculty award project	vc	03.01.19	arf	03.01.19	
55	8547R	BOOKS/STATIONERIES BBAU-SU COLLABORATION PROJECT-2014 COORDINATOR DR. SHASHI KANT PANDAY	vc	03.01.19	arf	03.01.19	
56	12847R	SERB RESEARCH GRANT JRF/SRF SALARY FILE DR. GAURAV KAITHWAS	vc	03.01.19	arf	03.01.19	
57	10638R	JRF RECRUIT MENT COMMITTEE HCMV DR G SUNIL BABU, DR SANGEETA SAXENA	vc	03.01.19	arf	03.01.19	
58	18035r	international conference for hd&fs	vc	03.01.19	fo	03.01.19	
59	19026r	ramalingaswami project (advanc) dr. pankaj kumar arora	r	03.01.19	ARF	03.01.19	
60	1/0387/DS/BBAU/18	STIPEND/FELLOWSHIP COUNCIL OF SCIENCE AND TECHNOLOGY UTTAR PRADESH MR. MOHIT KUMAR DIXIT	STATISTICS	03.01.19	sa	03.01.19	
61	3579R	हिन्दी पखवारा	vc	03.01.19	arf	03.01.19	
62	12333R	DST- INSPIRE PROJECT HEAD OVERHEAD DR. PREETI GUPTA	vc	03.01.19	arf	03.01.19	

63	16062R	11TH EDITION OF INTERNATIONAL CONFERENCE ON ADVANCES IN MICROBIOLOGY AND PUBLIC HEATH MARCH 18-19,2019 VIENNA AUSTRIA	vc	03.01.19	fo	03.01.19	
64	12858R	SUBSISTENCE ALLOWANCE OF SHRI RAMA SHANKAR SINGH FINANCE OFFICER (UNDER SUSPENSION) BBAU	r	03.01.19	fo/ARF/SOI/UDC	03.01.19	
65	102	imprest money for drm	drm	03.01.19	ankit	03.01.19	
66		reimbursement for attending refresher course (10-31 des 2018) dr. sutanu maji	r	03.01.19	arf	03.01.19	
67	16060R	T/C PF LTC OF SHRI RAM KUMAR GUPTA PS (COE SECTION) along with service book	r	03.01.19	fo/IAO	03.01.19	
68	14043R	IDENTITY VARD FOR THE STUDENTS (SESSION:- 2018-19) + 1 FILE ATTACHED , 231/proctor	vc	03.01.19	fo	03.01.19	
69	18068r	repairing & purchasing of ups battery	ee	03.01.19	fo/ARF	03.01.19	
70	19053r	u c education	vc	03.01.19	fo/ARF/SOI/CASHIER	03.01.19	
71	12610r	maintenance of ro water treatment plants	ee	03.01.19	fo/ARF	03.01.19	
72	19045R	REIMBURSEMENT O FOOD AND REGISTRATION FEES FOR REFRESHER COURSES ATTENDED	DM	03.01.19	SA	03.01.19	
73	16026R	ICNP-2018 FROM DST-SERB PROJECT DR. R N BHARAGAVA	DM	03.01.19	SA	03.01.19	
74	12182R	MANPOWER DR. R N BHARGAVA	R	03.01.19	SA	03.01.19	
75	12181R	DST-SERB- PROJECT CONTINGENCY DR.R N BHARGAVA	R	03.01.19	SA	03.01.19	
76	8149R	PURCHASE OF EARTHEN AND AND PLASTIC POTS	DAPS	03.01.19	UDC	03.01.19	

77	14026R	SUCHMM PADARTH AND SAMBADDH CHETAN URJA RASHTRİY SANGHOSTI 01 FEBEARY-03 FEBEARY2019 PROF. BAL CHANDRA YADAV OPENING BANK ACCOUNT	VC	03.01.19	DR. B C YADAV	03.01.19	
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