

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	12529R	SATELLITE CAMPUS AMETHI KE ANURACHADI KARY	R	10.12.18	FO/SOI/SAI I/ARF	08.01.19	
2	4185R	CENTRAL LIBRARY AC PLANT	R	18.12.18	ARF/SOI/sa /ARF	08.01.19	
3	7651R	IMPREST MONEY FOR AE(E)	AE(E)	24.12.18	ANKIT/ARF /FO/ARF/S OII/CASHIE R	08.01.19	
4	18086r	REIMBURSEMENT OF REGISTRATION & ACCOMMODATION FEE ICOFAAS CONFERENCE PROF. NAVEEN KUMAR ARORA	vc	27.12.18	FO/ARF/SO II/arf/FO/A RF/soii/CA SHIER	08.01.19	
5	12783R	CONTINGENCY ADVANCE DR. MONICA SHARMA PI	dbt	27.12.18	sa/ARF	08.01.19	
6	18090R	UGC NON NET FELLOWSHIP FILE	R	28.12.18	ANKIT/arf	08.01.19	
7		minor miscellaneous wors prof. kaman singh	dean spds	28.12.18	udc/ARF	08.01.19	
8	19005R	FAKENEWS WORKSHOP	DMCJ	31.12.18	FO/ARF/SO II/arf/FO/A RF/	08.01.19	
9	3393R	MEDIACL REIMBURSEMENT TEACHING FILE PART - 1	R	01.01.19	FO/arf/soii /ankit/FO	08.01.19	
10	4440R	अतिथि गृह में विभिन्न प्रकार के कार्यों के निर्माण एवं मरम्मत के संबंध में 1	EE	01.01.19	SA/ARF	08.01.19	
11	19016R	CHEMICALS ETC.	DES	01.01.19	SA/ARF/FO	08.01.19	
12	12555R	KJELDAHL UNIT FOR DES	DES	01.01.19	SA/ARF	08.01.19	
13	13021R	GUNNER OF PAYMENT PART=II	R	02.01.19	UDC/ARF	08.01.19	
14		REFRESHER COURSE REIMBUSEMENT DR. NARANDER KUMAR	DCS	02.01.19	ARF/soii/A RF	08.01.19	
15	17032R	ADVANCE FOR STATIONERY FOR UIET PROF. KAMAN SINGH	UIET	02.01.19	FO/arf/FO	08.01.19	

16	12683r	purchase of equipments prof. ram chandra (pi)	IAO	03.01.19	FO/PI	08.01.19	
17	3231R	ETIOS DIESEL UP 32 FR 5768	VC	03.01.19	ARF/SOII/C ASHIER	08.01.19	
18	5898R	OLT FILE	VC	03.01.19	fo/ARF/SOI /CASHIER	08.01.19	
19	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/CASHIER	08.01.19	
20		reimbursement for attending refresher course (10- 31 des 2018) dr. sutanu maji	r	03.01.19	arf/soii/ud c/ARF	08.01.19	
21	12181R	DST-SERB- PROJECT CONTINGENCY DR.R N BHARGAVA	R	03.01.19	SA/ARF/FO	08.01.19	
22	5002r	university funstions	gbs	04.01.19	ankit/FO/A RF/soii/CA SHIER	08.01.19	
23	8078r	auditorium decoration	ee	04.01.19	soi/sa/ARF	08.01.19	
24	12519R	JRF RECRUITMENT FILE OF DBT PROJECT PI :DR. YUSUF AKHTER DBT BBAU	DBT	04.01.19	SA/FO/	08.01.19	
25	17066R	CONSUMABLE ITEMS-DST-SERB PROJECT DR. R N BHARGAVA	R	04.01.19	SA/ARF/FO	08.01.19	
26		PURCHASE OF NEWSPAPER	IGB	07.01.19	udc/ARF	08.01.19	
27	7490r	construcation botanical garden	vc	08.01.19	fo	08.01.19	
28	3401R	REGUEST FOR MOSQUITO NETTING TO COVER WINDOUS OF CGH	ee	08.01.19	fo	08.01.19	
29		national seminar problem of sectorial scacity and choice of indian	de	08.01.19	fo	08.01.19	
30		serb-dst project manpower head dr. jiwani singh	dem	08.01.19	sa	08.01.19	
31		PURCHASE OF BOOKS FOR M.SC CYBER SECURITY (EVENING)	gbl	08.01.19	fo	08.01.19	

32	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	08.01.19	
33		PURCHASE OF BOOKS FOR DEPARTMENT OF CHEMISTRY DEPARTMENTAL LIBRARY	lib	08.01.19	fo	08.01.19	
34	12033R	RECRUITMENT OF JUNIOR RESEARCH FELLOW DR. SUNIL BABU GOSIPATALA	dst	08.01.19	sa/ARF	08.01.19	
35	6992R	Medical reimbursement(Retired Employee) VOL-I	R	08.01.19	fo	08.01.19	
36	16060R	T/C PF LTC OF SHRI RAM KUMAR GUPTA PS (COE SECTION) along with service book	iao	08.01.19	fo	08.01.19	
37	405/DE/B BAU/201 8	ICSSR DOCTORAL FELLOWSHIP PAYMENT FILE, DR. DEEPANJALI DAS	de	08.01.19	ankit	08.01.19	
38	8495R	INSECT AND RODENT CONTROL IN THE LIBRARY	iao	08.01.19	fo	08.01.19	
39	9752R	नयी दिल्ली यात्रा सडक मार्ग से	IAO	08.01.19	fo	08.01.19	
40	9326R	TA BILL FILE REGISTRAR OFFICE UGC MEETING	iao	08.01.19	fo	08.01.19	
41		BIO METRIC ATTENDANCE ET-2018	iao	08.01.19	fo	08.01.19	
42	8560R	OPEN PARKING FOR AUDITORIUM	iao	08.01.19	fo	08.01.19	
43	17098R	EMD RELEASE AGAINST THE EQUIPMENTS PURCHASED DR. G SUNIL BABU	iao	08.01.19	fo	08.01.19	
44	9846R	CCTV CAMERA REQUIREMENT FOR REGITRAR OFFCE FINANCE OFFICE AND COE OFFICE	iao	08.01.19	fo	08.01.19	
45	19079r	payment of manpower (out sources)	iao	08.01.19	fo	08.01.19	
46	11728R	DST-STI POST DOCTORAL RESEARCH FELLOW VENKATESH DUTTA STI FELLOW DR.ADITYA VIKRAM AGARWAL	dst	08.01.19	ankit	08.01.19	
47	19080r	PAYMENT OF SANITATION SERVICES FOR UNIVERSITY CAMPUS BBAU	iao	08.01.19	fo	08.01.19	
48	3269R	PAYMENT OF ELECTRICITY BILL OF UNIVERSITY CAMPUS	cashier	08.01.19	vc	08.01.19	

49	15058R	reparing of ups & batteries & olt system bbau + 019/coe	iao	08.01.19	fo	08.01.19	
50	10446R	MEDICAL REIMBURSEMENT OF NON-TEACHING STAF	iao	08.01.19	fo	08.01.19	
51	15035r	file for payment of subsistence allowance to mr. rohit dhanuk ldc for rca under suspension	iao	08.01.19	fo	08.01.19	
52	14097R	CELEBRATION OF 87TH BIRTH ANNIVERSARY OF BHARAT RATNA DR. APJ ABDHUL KALAM ON 15TH OCTOBER-2018	iao	08.01.19	fo	08.01.19	
53		RAMALINGASWAMI PROJECT (CONSUMABLES) DR. PANKAJ KUMAR ARORA	iao	08.01.19	fo	08.01.19	
54	4211R	DR R PRADHAN BBAU PURCHASE OF MEDICINE	iao	08.01.19	fo	08.01.19	
55	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	08.01.19	
56	12094R	APPOINTMENT OF JRF DR. JYOTI PANDEY MR. FAHEEM	DAC	08.01.19	SA/ARF	08.01.19	
57		PENSION FILE	FW	08.01.19	ARF	08.01.19	
58		INTERNATIONAL CONFERENCE OOPENING OF BANK JOINT ACCOUNT	CPD	08.01.19	ANKIT	08.01.19	
59	4992R	CONSTITUTION OF FINANCE COMMITTEE OF THE UNIVERSITY	PS-FO	08.01.19	FO	08.01.19	
60		purchase of minor equipments for dr. suman mishra	ZOOLOGY	08.01.19	SA	08.01.19	
61		IMPREST MONEY FOR UIET	UIET	08.01.19	ANKIT	08.01.19	