

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	8225R	RAM SUBHAWAN VERMA TRANSFER OF FELLOWSHIP	R	08.06.16	R	01.07.16	
2	7502R	REMOTE ACCESS OF E-RESOURCES	LIB	22.06.16	LIB	01.07.16	
3	382f	RGNF DHEERAJ KUMAR	DAAS	23.06.16	STENO/ar f/FO	01.07.16	
4		PAYMENT OF EXTERNAL EXAMINERS FOR DISSERTATION OF ONE YEAR LL.M. SESSION 2015-16	SLS	23.06.16	LDC/ARF	01.07.16	
5	7525R	JRF Ms. Maya Bharti	vc	23.06.16	arf/SOII/A RF/FO/AR F	01.07.16	
6		FREESHIP TO RCA STUDENT	RCA	27.06.16	DIR-RCA	01.07.16	
7		ADVANCE MULTIPURPOSE TABLE	STR	28.06.16	LDC/arf/f o	01.07.16	
8	8681R	UGC- ABHAY PRAKASH RAWAT	R	28.06.16	STENO/A RF	01.07.16	
9	5162R	PHARMACY COUNCIL OF INDIA, REGULATIONS-2014	R	28.06.16	FO/ARF	01.07.16	
10	3420r	JRF(CSIR-UGC)	R	28.06.16	FO/ARF	01.07.16	
11	3304R	माननीय कुलपति महोदय मोबाइल बीजक भुगतान पत्रावली	R	28.06.16	LDC/arf	01.07.16	
12	8092R	TRAVEL OF DR. GR DWIVEDI-PDF	DES	28.06.16	SA/ARF/F O	01.07.16	
13	3297R	purchase of diesel for genset	EO	28.06.16	EO	01.07.16	
14	8721R	REFUND OF FEE- KELVIN KAMAL, ATIF AZAJ, MS. SHIVANGI---BBA LLB	R	29.06.16	steno/AR F	01.07.16	
15	4703R	Advance/imprest	lib	29.06.16	STENO/ar f/FO	01.07.16	
16	6607R	DISSERTATION WORK	R	29.06.16	STENO/ar f/fo	01.07.16	
17		Imprest	dam	29.06.16	steno/AR F	01.07.16	

18	6781R	DR. SHIV KUMER- CONTINGENCY	DES	29.06.16	ARF/SOI/ arf/FO	01.07.16	
19	7073R	Purchase of Cemented Sofa Set	EE	29.06.16	sa/ARF	01.07.16	
20		IMPREST	COE	30.06.16	STENO/A RF	01.07.16	
21	7401R	AMC OF WATER COOLER & WATER PURIFIERS-P- II	R	30.06.16	sa/arf/fo	01.07.16	
22	8709R	REIMBURESMENT OF DISSERTATION WORK (NEW COURSE)	R	30.06.16	STENO/A RF/FO	01.07.16	
23	3402R	INSURANCE RENEWAL FOR VEHICLE	R	30.06.16	LDC/ARF/ FO	01.07.16	
24	8136R	DAS RESEARCH LAB SBBT REQUIREMENT	R	30.06.16	LDC/ARF/ FO	01.07.16	
25	4671R	इम्प्रेस्ट मनी हि० अधि०	HINDI	30.06.16	STENO/A RF	01.07.16	
26	8486R	Purchasing of plumbing goods	R	30.06.16	LDC/ARF/ FO	01.07.16	
27	7116r	requirement of minerales for		30.06.16	sa/arf/fo	01.07.16	
28	8736R	T/C PF OF SHRI ANIL KUMAR SRIVASTAVA	R	30.06.16	steno/AR F/FO	01.07.16	
29	4115R	RATE CONTRACT FOR CHEMICAL/GLASSWARES/PLASTICWARES ETC. VOL-2	R	30.06.16	SA/arf/fo	01.07.16	
30	7205R	UGC-MRP 2015-16	DIT	30.06.16	SA/arf/fo	01.07.16	
31	8608R	Advertisement file rca	R	01.07.16	SA	01.07.16	
32	4082R	CHILDREN EDUCATION -3	R	01.07.16	SA	01.07.16	
33	6508R	FWLL TELEPHONE BILL PAYMENT P-2	R	01.07.16	ARF	01.07.16	
34	3607R	CAMPUS BOUNDRY WALL	R	01.07.16	SA/arf	01.07.16	
35	4189R	AMC CEILING FANS & EXAUST FANS P-2	R	01.07.16	STENO	01.07.16	
36	7651R	IMPREST	R	01.07.16	STENO	01.07.16	
37	3269R	Payment of Electricity bill of University Campus	EO	01.07.16	VC	01.07.16	
38	8377R	RE-CONSTRUCTION OF MAIN GATE NEAR SBH	EE	01.07.16	SOI	01.07.16	

39	5974r	FUND U.C & AUDIT+9FILES ATTACHED	DST	30.06.16	ARF/SOI/ SA	01.07.16	
40	3282R	CONSTRUCTION OF MOUT COURT	VC	01.07.16	ARF/soi	01.07.16	
41	8184R	SUBSTATION ERECTION WORK	VC	01.07.16	ARF/soi	01.07.16	
42	7076R	12वे योजना के अन्तर्गत के 0लो0नि0वि0 द्वारा सम्पादित कराये जा रहे निर्माण कार्यों का भुगतान	VC	01.07.16	ARF/soi	01.07.16	
43	3675R	GUNNER FOR HON'BLE VC	VC	01.07.16	CAshier	01.07.16	disposed off
44	3545R	Plantation work P-ii	VC	01.07.16	ARF	01.07.16	
45		IMPREST	VC	01.07.16	FO	01.07.16	
46		HONORARIUM	RCA	01.07.16	LDC	01.07.16	
47		Remuneration RCA	RCA	01.07.16	LDC	01.07.16	
48	7008R	CHEMICAL REQUIREMENT FILE	DAAS	01.07.16	sa/arf	01.07.16	
49		Guidelines of CPCSEA	DAAS	01.07.16	SOI/ldc	01.07.16	
50	915F	IMPREST	PHARMA	01.07.16	STENO	01.07.16	
51	4584R	PURCHASE OF PRINTER CARTRIDGE		01.07.16	CAshier	01.07.16	disposed off
52		PAYMENT REMUNERATION OF EXTERNAL EXPERTS	coe	01.07.16	ldc	01.07.16	
53	8157R	PRINTING/SUPPLY	coe	01.07.16	sa	01.07.16	
54	3218R	IMPREST	gbs	01.07.16	steno	01.07.16	
55	3342R	Imprest of petrol for Bush cutter	gbs	01.07.16	steno	01.07.16	
56	3837R	ADVANCE FOR UNI. FUNTIONS	GBS	01.07.16	LDC	01.07.16	
57	4809R	PURCHASE OF DATA CARD	UIET	01.07.16	LDC	01.07.16	