

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	3958R	JRF FELLOWSHIP FUND	VC	24.05.16	fo/ARF/SOII /STENO/ARF /FO/VC	20.07.16	
2		TA bill-Dr. nk arora	dem	08.06.16	ldc/ARF	20.07.16	
3		payment of TA/DA,honorarium for OEE Prof. Shubhini A.Saraf	pharma	08.06.16	ldc/ARF	20.07.16	
4	8315R	BUDGET REQUIREMENT-2016-19	lib	09.06.16	VC	20.07.16	
5	8346R	YOGA FESTIVAL	SPORTS	14.06.16	VC	20.07.16	
6		TA ,HONARARIUM PROF. SK DWIVEDI	DES	15.06.16	LDC/ARF	20.07.16	
7		REMUNERATION & TA BILLS OF DR. NK ARORA AND DR. RAJESH KUMAR	DEM	16.06.16	LDC/ARF	20.07.16	
8	8649R	PROPOSAL FOR SPORTS POLICY & DPORTS BUDGET-2016-17	R	20.06.16	ASSIT-DIR-PHYSICAL	20.07.16	
9	6768R	Maintenance of Instruments	vc	20.06.16	VC	20.07.16	
10	5836r	construction of students activity gantor	VC	23.06.16	EE	20.07.16	discussion
11	305	OBSERVER OF ENTRANCE TEST OF BBAU, 2016 PROF. SANATAN NAYAK	DE	24.06.16	FO/ARF	20.07.16	
12		दिनांक 31.05.16, 02.06.16 एवं 03.06.16 को आनलाइन एंटेस टेस्ट केंद्र में प्रेक्षक के रूप में प्रो० प्रीती सक्सेना अपनी गाडी यूपी० -25जे-5654 से जाने आने में यात्रा भत्ता एवं परिश्रामिक के भुगतान के संबंध में	law	29.06.16	ldc/ARF	20.07.16	
13		PAYMENT REMUNERATION OF EXTERNAL EXPERTS	coe	01.07.16	H-PHARMA	20.07.16	
14		INSURANCE RENEWAL OF VEHICLE	vehicle	04.07.16	vc	20.07.16	
15	3804/R	GPAT FELLWOSHIP	DPS	05.07.16	VC	20.07.16	
16	6953/R	PF OF SHRI GOKARAN PRASAD	R	05.07.16	FO/arf/SOII	20.07.16	
17	8631/R	PURCHASE OF EQUIPMENTS&CONSTRECTION AT STUDIO	R	06.07.16	H-DMCJ	20.07.16	
18	6217/R	AWARENESS PROGRAMME	DE	06.07.16	H-DE	20.07.16	
19	4094/R	TATA INDGO UP32-DC4006	R	06.07.16	vc	20.07.16	

20	8763/R	GIRLS HOSTEL'S STREET LIGHT MAINTENANCE WORKS	R	08.07.16	EE	20.07.16	
21	8302/R	T/C PF OF SHRI SAHEB SARAN, LAB ASSTT.HD&FS	R	08.07.16	FO/STENO/ ARF/FO /ARF/SOII	20.07.16	
22	3919/R	landline bill payment	R	11.07.16	CASHIER	20.07.16	disposed off
23	5283/R	PROJECT FUND UTILISATION DST PROJECT Dr.SHAILESH KUMAR	DAC	11.07.16	R	20.07.16	
24	7667/R	UGC-SAP-UC & PROGRESS REPORT	DS	11.07.16	R	20.07.16	
25	3920/R	landline/fwll bill payment of VCS&Camp office	R	11.07.16	LDC/ARF/FO /ARF/SOII	20.07.16	
26	4491/R	ADVANCED/ADJUSTMENT	R	11.07.16	LDC/ARF/FO /ARF/SOII	20.07.16	
27	8367/R	SUSHIL KU. BHARTI UGC-SRF	R	11.07.16	R	20.07.16	
28	8792/R	T/C PF OF Dr.NARENDRA KUMAR, ASSTT. PROF,DES	R	11.07.16	STENO/ARF/ FO/ARF/SOII	20.07.16	
29	8154/R	ESTATE MAINTENANENCE II	R	11.07.16	SA/ARF/FO/ ARF	20.07.16	
30	8372/R	POWER SUPPLY EXTENSION TO SHADE NET/POLYHOUSE	R	12.07.16	EE	20.07.16	
31		REQUIREMENT OF CHEMICALS	DAC	12.07.16	ARF/SOI/SA /ARF/FO/AR F	20.07.16	
32	6338/R	CLAM PENTING BEFORE SOLE ARBITRATOR ARISING OUT OF ARBITRATION CASE NO.04 OF 2013 M/S SUN SECURITY SERVICES V/ BBAU & ANOTHER	VC	12.07.16	CASH/R	20.07.16	disposed off
33	7447/R	MAINTENANCE GRANT FILE DEPTT. HD&FS	SHS	12.07.16	FO/ARF/SOI /SA/ARF/FO /ARF/soi	20.07.16	
34	8042/R	T/C PF OF Dr.V.S.BAGHEL, ASSTT.PROF.DEM	R	12.07.16	FO/arf/SOII	20.07.16	

35	5058/R	PROPOSAL FOR GRANT FROM THE VC'S DESCRETIONARY FUND+1 FILE ATTACHED	R	12.07.16	R	20.07.16	
36	4209/R	IMPREST MONEY	I&GB	13.07.16	CASHIER	20.07.16	disposed off
37	7445/R	PURCHASE OF UNIVERSITY LIB ITEMS	STR	13.07.16	vc	20.07.16	
38	8261/R	IMPREST MONEY	RCA	13.07.16	STENIO/ARF /FO/ARF/SO II	20.07.16	
39	7457/R	APPOINTMENT OF JRF	DBT	13.07.16	VC	20.07.16	
40	8778/R	PRIVATE AIRLINES APPROVEL FOR EXAMINER	DES	13.07.16	H-DES	20.07.16	
41	6108/R	201/Appointment of RA under Young Scientist scheme/DIT	DIT	13.07.16	vc	20.07.16	
42	8804/R	RE-CONSTRUCTION OF CAMPUS BOUNDRY WALL	VC	14.07.16	FO/ARF	20.07.16	
43	8382R	PURCHASE OF FAX MACHINE FOR REGISTRAR OFFICE	VC	14.07.16	AR(S&P)	20.07.16	
44		PURCHASE OF COMPUTER FOR THE DEPTT. OF HD&FS	VC	14.07.16	AR(S&P)	20.07.16	
45	8737R	कूलर उपलब्ध कराने के सन्दर्भ में	VC	14.07.16	AR(S&P)	20.07.16	
46	8201R	NATIONAL FLAG	VC	14.07.16	EE	20.07.16	
47	7367R	PURCHASE OF SONICATOR	VC	14.07.16	FO/arf	20.07.16	
48		IMPREST MONEY	RCA	14.07.16	STENO/ARF/ FO/ARF/SOII	20.07.16	
49		NEWSPAPER & PERIODICALS	RCA	15.07.16	LDC/ARF/FO /ARF/soii	20.07.16	
50	6396R	IMPREST MONEY	SBH	15.07.16	STENO/ARF/ FO/ARF/soii	20.07.16	
51	4817R	EMPREST MONEY FOR EXAM SECTION	EXAM SEC	15.07.16	R	20.07.16	
52	7268R	PAYMENT FOR NEWSPAPER AND MAGAZINE	GBL	18.07.16	LDC/ARF/FO /ARF/soii	20.07.16	

53	5684R	ADVANCE FOR CARTRIDGE	DAC	18.07.16	LDC/ARF/FO /ARF/SOII	20.07.16	
54	4117/R	PAYMENT OF VICE-CHANCLER MOBILE BILL	R	18.07.16	LDC/FO/ARF /SOII	20.07.16	
55	7209/R	REFUND OF DEBUCTION OF SALARY ARREAR(CAS) OF PROF.N.M.P.VERMA &OTHERS TEACHING STAFF	R	18.07.16	R	20.07.16	
56	8124/R	TELEPHONE BILL	R	18.07.16	LDC/ARF/FO /ARF/SOII	20.07.16	
57	8653R	SATELLITE CAMPUS AT AMETHI	R	18.07.16	VC	20.07.16	
58	7878R	NATIONAL SYMPOSIUM ON 13-14 APRIL 2016	DE	19.07.16	STENO/ARF	20.07.16	
59		IMPREST MONEY	DIT	19.07.16	STENO/ARF	20.07.16	
60	4627R	IMPREST MONEY	DLISc.	19.07.16	STENO/arf	20.07.16	
61	3887R	१०० शायिका महिला एवं पुरुष छात्रावास में कामन हॉल का निर्माण	STR	19.07.16	VC	20.07.16	
62	8562R	REAPPEARING OF LAB EQUIPMENT	VC	19.07.16	FO/ARF	20.07.16	
63	7495R	IMPREST MONEY	SHS	19.07.16	STENO/arf	20.07.16	
64	8589R	MEDICAL REMBURSEMENT FILE REGISTRAR & FO & COE	ESTT	19.07.16	STENO/arf	20.07.16	
65		Guest Faculty payment Fo/Finc/136	fw		vc	20.07.16	
66	8294R	CONTRACTUAL FACULTIES PAYMENT	FW		VC	20.07.16	
67		adjustment of income, expenditure and balance of the Seminar	socio	20.07.16	STENO	20.07.16	
68	8779R	PERMISSION FOR PVT.AIRLINES TRAVEL	VC	20.07.16	FO	20.07.16	discussion
69	8236R	VC MOBILE BILL PAYMENT	R	20.07.16	ARF	20.07.16	
70	3297R	purchase of diesel for genset	R	20.07.16	LDC	20.07.16	
71	4026R	PF OF DR. KAMAN SINGH	R	20.07.16	LDC	20.07.16	
72	6919R	Purchase of FYM	R	20.07.16	LDC	20.07.16	
73	6508R	FWLL TELEPHONE BILL PAYMENT P-2	R	20.07.16	LDC	20.07.16	

74	3065R	INTERLOCKING FOR VCS RESIDENCE	R	20.07.16	SA	20.07.16	
75	8568R	PROPOSAL FOR JOINT COLLABORATIVE WORKSHOP DR. SARTIK BAGH	R	20.07.16	VC	20.07.16	
76	8713R	UGC-JRF-SRF Namita gupta	R	20.07.16	STENO/ARF	20.07.16	
77	8703R	MEDICAL REIMBURESEMT OF N/T	R	20.07.16	STENO	20.07.16	
78	6720R	PAYMENT FOR DISSERTATION OF SC/ST STUDENT	R	20.07.16	STENO	20.07.16	
79	3675R	GUNNER FOR HON'BLE VC	R	20.07.16	LDC	20.07.16	
80	8855R	DISSERTATION (M.SC-STUDENT)	R	20.07.16	STENO	20.07.16	
81	6964r	JRF- Mr. Siddhartha kumar	R	20.07.16	STENO	20.07.16	
82	8675R	ELECTRICAL MAINTENANCE WORK OF SUBSTATION NO-2	R	20.07.16	SOI/sa	20.07.16	
83	8852R	TENDER FOR MANPOWER PROVIDING AGENCY	R	20.07.16	FO	20.07.16	
84	7285R	PROGRESS REVIEW OF THE WORKS COSTING MORE THAN Rs.10 CRORES	R	20.07.16	FO	20.07.16	
85	8865R	PAYMENT OF LEGAL FEE TO SENIOR ADVOCATES	R	20.07.16	SOI/ARF	20.07.16	
86	4189R	AMC OF CEILING FAN & EXGAUST FANS	VC	20.07.16	ARF	20.07.16	
87		REQUIREMENTS Dr. JIWAN SINGH ASSTT. PROF.	VC	20.07.16	FO	20.07.16	
88	8558R	PURCHASE OF ELECTRICAL CABLE	VC	20.07.16	ARF	20.07.16	
89	8543R	INSA PROGRAMME Dr.ABHA MISHRA ASSTT.PROF.	VC	20.07.16	FO	20.07.16	
90	8858r	DISSETATION FILE- MS. KIRAN BHARTI	R	20.07.16	STENO	20.07.16	
91	8771R	PURCHASE OF BOXES STEEL FOR SC/ST CELL	R	20.07.16	FO	20.07.16	
92	4311R	Civil Maintenance work 2014-15	R	20.07.16	SA	20.07.16	
93	7017R	VC RESIDENCE MAINTENANCE WORK	R	20.07.16	SA	20.07.16	
94	3181R	ALUMINIUM PARTITION WORK IN C.L. FOR SOE	R	20.07.16	SA	20.07.16	
95	4029R	CAPITAL MAINTENANCE OF SAS	R	20.07.16	SA	20.07.16	
96	8344R	EXTENSION OF FOOTBALL FIELD FENCING	R	20.07.16	SOI	20.07.16	

97	5650R	CASH ADVANCE P-2	R	20.07.16	SA	20.07.16	
98	7370R	Book-stoppers	R	20.07.16	SA	20.07.16	
99	4992R	COMSTITION OF FINANCE COMMITTEE OF THE UNIVERSTITY+1FILE ATTACHED	FW	20.07.16	R	20.07.16	
100	5107R	P/F OF GRANITE & S/S LETTERING JOF MAIN GATE		20.07.16	VC	20.07.16	
101	8184R	SUBSTATION ERECTION WORK		20.07.16	SO	20.07.16	
102	8867R	IN SILICO SEARCH FOR POTENTIAL SIRNA SEQUINCES Dr.SANGEETA SAXENA	DBT	20.07.16	SA	20.07.16	