

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1		TA BILL for Tour Prof.NMP Verma		07.06.16	soi/LDC/ARF	21.07.16	
2		TA/DA & HONORARIUM FOR BBAU ONLINE TEST -2016 DR.BN DUBEY		08.06.16	LDC/ARF	21.07.16	
3		ADVANE ONLINE EXAM-2016 PROF. SK DWIVEDI	CC	23.06.16	LDC/ARF	21.07.16	
4		ADVANCE FILE FOR DR. SANJAY KUMAR, OEE-2016		30.06.16	ARF/SO/SOI/Idc/ARF	21.07.16	
5	6953R	PF OF SHRI GOKARAN PRASAD	R	05.07.16	SO(E)	21.07.16	
6	3920R	landline/fwll bill payment of VCS&Camp office	R	11.07.16	cashier	21.07.16	disposed off
7	4491R	ADVANCED/ADJUSTMENT	R	11.07.16	CASHIER	21.07.16	disposed off
8	8792R	T/C PF OF Dr.NARENDRA KUMAR, ASTT. PROF,DES	R	11.07.16	SA(E)	21.07.16	
9	8154R	ESTATE MAINTENANENCE II	R	11.07.16	CASHIER	21.07.16	disposed off
10		REQUIREMENT OF CHEMICALS	DAC	12.07.16	ARF/SOI/SA/ARF/FO/ARF/SA	21.07.16	
11	7447R	MAINTENANCE GRANT FILE DEPTT. HD&FS	SHS	12.07.16	H-HDFS	21.07.16	
12	8042R	T/C PF OF Dr.V.S.BAGHEL, ASSTT.PROF.DEM	R	12.07.16	SA(E)	21.07.16	
13	8261R	IMPREST MONEY	RCA	13.07.16	cashier	21.07.16	disposed off
14	1816F	PAYMENT OF TA BILLS OF VC P-2	VC	13.07.16	CASHIER	21.07.16	disposed off
15	8787R	EQUIPMENT MRP PROJECT PROF. RANA P. SINGH DES	VC	13.07.16	PROF.RP SINGH	21.07.16	
16		ONLINE ENTRANCE EXAMINATION-2016 Dr.SANJAY KUMAR	DAPS	14.07.16	LDC/ARF	21.07.16	
17		IMPREST MONEY	RCA	14.07.16	cashier	21.07.16	disposed off
18		NEWSPAPER & PERIODICALS	RCA	15.07.16	CASHIER	21.07.16	disposed off
19	6396R	IMPREST MONEY	SBH	15.07.16	CASHIER	21.07.16	disposed off

20	7268R	PAYMENT FOR NEWSPAPER AND MAGAZINE	GBL	18.07.16	CASHIER	21.07.16	disposed off
21	5684R	ADVANCE FOR CARTRIDGE	DAC	18.07.16	CASHIER	21.07.16	disposed off
22	8633R	INSPIRE FACULTY Dr. ALOK KUMAR SINGH, DAC	R	18.07.16	SOI/SA/ARF	21.07.16	
23	4117R	PAYMENT OF VICE-CHANCLLER MOBILE BILL	R	18.07.16	CASHIER	21.07.16	disposed off
24	8710R	T/C CPF CONTRIBUTION	R	18.07.16	SOII/STENO	21.07.16	
25	8124R	TELEPHONE BILL	R	18.07.16	CASHIER	21.07.16	disposed off
26	4218R	AMC OF AIR CONDITIONER PART-III	AE(E)	18.07.16	SA/ARF/SA	21.07.16	
27	8141R	CONTIGENCY DST-SERB PROJECT Dr.SUDIPTA SAHA	R	18.07.16	SA/ARF	21.07.16	
28		PURCHASE OF PHOTOCOPIER MACHINE	SHS	19.07.16	SA/ARF	21.07.16	
29	4906R	BRAILLE SECTION 2014-15	STR	19.07.16	SA/ARF	21.07.16	
30	8727R	संगणक मेजो के क्रय हेतु	STR	19.07.16	SA/ARF	21.07.16	
31	7895R	रिक्शा दाली क्रय करने हेतु	STR	19.07.16	SA/ARF	21.07.16	
32	7585R	REQUIREMENT OF CCTV'S GAUTAM BUDDHA CENTRAL LIBRARY	STR	19.07.16	SA/ARF	21.07.16	
33	4026R	PF OF DR. KAMAN SINGH	R	20.07.16	LDC/ARF	21.07.16	
34	6508R	FWLL TELEPHONE BILL PAYMENT P-2	R	20.07.16	LDC/ARF	21.07.16	
35	3065R	INTERLOKING FOR VCS RESIDENCE	R	20.07.16	SA/ARF	21.07.16	
36	8703R	MEDICAL REIMBURESEMT OF N/T	R	20.07.16	STENO/ARF	21.07.16	
37	6720R	PAYMENT FOR DISSERTATION OF SC/ST STUDENT	R	20.07.16	STENO/ARF	21.07.16	
38	3675R	GUNNER FOR HON'BLE VC	R	20.07.16	LDC/ARF	21.07.16	
39	8855R	DISSERTATION (M.SC-STUDENT)	R	20.07.16	STENO/ARF	21.07.16	
40	6964r	JRF- Mr. Siddhartha kumar	R	20.07.16	STENO/ARF	21.07.16	
41	8865R	PAYMENT OF LEGAL FEE TO SENIOR ADVOCATES	R	20.07.16	R	21.07.16	

42	8858r	DISSETATION FILE- MS. KIRAN BHARTI	R	20.07.16	STENO/ARF	21.07.16	
43	4311R	Civil Maintenance work 2014-15	R	20.07.16	SA/ARF	21.07.16	
44	8344R	EXTENSION OF FOOTBALL FIELD FENCING	R	20.07.16	SOI/SA	21.07.16	
45	5650R	CASH ADVANCE P-2	R	20.07.16	SA/ARF	21.07.16	
46	8184R	SUBSTATION ERECTION WORK		20.07.16	CASHIER	21.07.16	disposed off
47	8721R	REFUND OF FEE- KELVIN KAMAL, ATIF AZAJ, MS. SHIVANGI---BBA LLB	dhr	21.07.16	STENO	21.07.16	
48	5107R	P/F OF GRANITE & S/S LETTERING OF MAIN GATE	vc	21.07.16	fo	21.07.16	
49	8315R	BUDGET REQUIREMENT-2016-19	VC	21.07.16	FO	21.07.16	
50		PRINT & publication committee national symposium....	VC	21.07.16	FO	21.07.16	
51	3060R	ROAD WORK AT ABH	R	21.07.16	SA	21.07.16	
52	4440R	अतिथि गृह में विभिन्न प्रकार के कार्यों के निर्माण एवं मरम्मत के संबंध में	R	21.07.16	SA	21.07.16	
53	8338R	INTRODUCTION OF SWACH BHARAT PAKHWADA IN C. UNI.	R	21.07.16	FO	21.07.16	
54	3224R	T/C FILE OF CANTEEN CONTRACT (VOL-V)	R	21.07.16	FO	21.07.16	
55	8865R	PAYMENT OF LEGAL FEE TO SENIOR ADVOCATES	R	21.07.16	FO	21.07.16	
56	624F	M.sc Imprest	dap	21.07.16	STENO	21.07.16	
57	6630R	FOR FEE REFUND TO TOPPER	VC	21.07.16	fo	21.07.16	
58	3695r	UC-DST PROJ	DBT	21.07.16	SA	21.07.16	
59	1790F	UC-DBT PROJ	DBT	21.07.16	SA	21.07.16	
60	8543R	INSA PROGRAMME Dr.ABHA MISHRA ASSTT.PROF.	DAAS	21.07.16	FO	21.07.16	
61		CST PROJ-VS BAGHEL	VC	21.07.16	FO	21.07.16	