

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	8680 R	T/C Children Education Reimbursement Bills.	AR/Estt	19.7.16	IAO	25/Jul	For need full.
2	8866 R	Representation of Anil Kumar DS, Mr. Shreyat DH, & Mr. Sandeep Kr. Gautam DH,	DR-SC/ST	20.7.16	DR-SC/ST	25/Jul	For need full.
3	8874 R	Progress report and Utilization report CST, UP Project , Dr.Shiv Shankar.	HoD	21.7.16	RSO	25/Jul	For need full.
4	3420 R	JRF Fellowship, CSIR-UGC File	HOD	21.7.16	AR/A	25/Jul	For need full.
5	8876 R	Dissertation File (FST) Shakti Chandra.	DR-SC/ST	21.7.16	FO	25/Jul	For need full.
6	8462 R	Supply and Installation Various Work. Admin Buliding II Flour.	EO	21.7.16	FO	25/Jul	For need full.
7	7860 R	UPS maintinance Work of Auditorium 5(594)/2016	AE	21.7.16	FO	25/Jul	For need full.
8	8877 R	Electrical Maintinance work in Guest House 5(42 T/C)elec./2016	AE	21.7.16	VC	25/Jul	For approval
9	8763 R	Girls hostel, Street light Work, Elect. Mantinance Work. 5(43)/Elec/2016	EE	21.7.16	EE	25/Jul	For need full.
10	7227 R	223/DIT/BBAU/2015, Contingency Advance,	HoD	21.7.16	FO	25/Jul	For need full.
11	7623 R	DPC For Group -B, Post.	AR/Estt	21.7.16	AR/Estt	25/Jul	For need full.
12	8881 R	Research Proposal For ICSSR, Ms. Pratyashi Saika Tandan.	Hod	21.7.16	AR/A	25/Jul	For need full.
13	8882 R	Research Proposal For ICSSR, Ms. Sunita Bharti.	Hod	21.7.16	AR/A	25/Jul	For need full.

14	3888 R	Maintenance work of SES Building, 5(372)/13	EE	21.7.16	FO	25/Jul	For need full.
15	8883 R	USIC Alluminium Partion Work 5(274)/08.	EE	21.7.16	FO	25/Jul	For need full.
16	8885 R	ICSSR Doctoral Fellowship ANJALI VERMA.	Hod	21.7.16	AR/A	25/Jul	For need full.
17	8854 R	RTI Complaint of Ms. Deepa Awasthi.	DR/Legal	21.7.16	AR/Estt	25/Jul	For need full.
18	8152 R	DRC Meeting Illrd File 2013-2015	AR/A	22.7.16	VC	25/Jul	For approval
19	8857 R	Rajvardhan Research Scholar.	AR/A	22.7.16	AR/A	25/Jul	For need full.
20	8679 R	Drop-out/ Vacant Seat Students Detail of 15-16	DR-SC/ST	22.7.16	RSO	25/Jul	For need full.
21	8888 R	Forwarding Of Faculty Application Dr. M.K.Padhy.	Hod	22.7.16	AR/Estt	25/Jul	For need full.
22	5068 R	Open parking for SBBT. 5(530)/2014	IAO	22.7.16	FO	25/Jul	For need full.
23	8891 R	PDF of Dr. Anil Kumar.	HoD	22.7.16	AR/A	25/Jul	For need full.
24	8402 R	Re-employeant of Teachers staff Superannuation.	VC	22.7.16	AR/ESSt	25/Jul	For need full.
25	8893 R	Allotment of The room for the Cell	EO	25.7.16	VC	25/Jul	For approval
26	3523 R	Promotion of driver/ Transfer of Cader, of Safaiwala/ Chawkidar to the Peon Cader.	Chair-	25.7.16	AR/Estt	25/Jul	For need full.
27	8894 R	PDF of Dr. Jawed Ahmad Bharti.	HoD	25.7.16	AR/A	25/Jul	For need full.

28	8895 R	Confirmation Of Dr. Preeti Gupta.	HoD	25.7.16	AR/Estt	25/Jul	For need full.
29	8799 R	Application for Forwarding to central university of Bihar, Dr. Jay Shankar Singh.	AR/Estt	25.7.16	VC	25/Jul	For approval
30	6561 R	T/C Nomination of BOM.	AR/Estt	25.7.16	AR/Estt	25/Jul	For need full.
31	6843 R	Dr.Nirula, Research Scientist 'B' .	AR/Estt	25.7.16	VC	25/Jul	For approval
32	8822 R	Fact Finding Committee Reg. Tender.	AR/Estt	25.7.16	AR/Estt	25/Jul	For need full.
33	7811 R	Grammarly Software.	Librarian	25.7.16	FO	25/Jul	
34	8896 R	JRF to SRF Mr. Vineet Kumar,	HoD	25.7.16	AR/A	25/Jul	For need full.
35	8897 R	Allotment of Chamber. Reg.	Registrar	25.7.16	VC	25/Jul	For approval
36	8815 R	Reg. Contractual Engagement in HC.	CMO	25.7.16	VC	25/Jul	For approval
37	8900 R	Proposal for Gold Medal By Sita Ram Jindal Foundation ND	AR/Estt	25.7.16	AR/Estt	25/Jul	For need full.
38	8901 R	Relieving From Coordinator Charge.	Cor-	25.7.16	AR/Estt	25/Jul	For need full.
39	8902 R	Orientation Programme,	AR/Estt	25.7.16	VC	25/Jul	For approval
40	8904 R	Adjustment / Advance For 59th BOM Meeting in ND, INSA	PS	25.7.16	FO	25/Jul	For need full.
41	8527 R	Ms. Shweta Goswami [Ph.D Scholar]	AR/A	25.7.16	AR/Estt	25/Jul	For need full.

42	6843 R	Dr.Nirula, Research Scientist 'B' .	VC	25.7.16	AR/Estt	25/Jul	For need full.
43	8907 R	Grivance of Dr. G.Sunil Babu, Date to be notifide (Stage-1 & stage-2).	Hod	25.7.16	AR/Estt	25/Jul	For need full.
44	8799 R	Application for Forwarding to central university of Bihar, Dr. Jay Shankar Singh.	VC	25.7.16	AR/Estt	25/Jul	For need full.
45	8902 R	Orientation Programme,	VC	25.7.16	AR/Estt	25/Jul	For need full.
46	6262 R	TA Bills of Registrar/Prof. Victor babu/ Dr. Shikha	PS-R	25.7.16	FO	25/Jul	For need full.
47	8543 R	Reg. INSA Programme (2016-17) Dr. Abha Mishra.	PI	25.7.16	AR/Estt	25/Jul	By hand PI