

S.No	File No.	Subject	From whom Received	Received Date	Sent to	Sent Date
1	8454/R	T.C. PF Shri Rama Shankar Singh, FO -Reg. Appointment of Finance Officer	R	4/7/2016	R	13/07/2016
2	5898/R	Computerization of Exam Section, OLT File	R	11/7/2016	R	13/07/2016
3	8414/R	T/C PF of Dr. Mahadeva A., Asstt. Prof., RCA	R	12/7/2016	Director RCA	13/07/2016
4	1225/VCS	TA Bill of Experts	FO	13/07/2016	FO	13/07/2016
5	-	UGC (NON-NET) Fellowship, 2015-2016	FO	13/07/2016	FO	13/07/2016
6	4280/R	T/C Prof. Ram Chandra, DEM	R	13/07/2016	R	13/07/2016
7	-	Opinion on RTI matters - Selection committees	Pi/c (Estt.)	13/07/2016	Pi/c (Estt.)	13/07/2016
8	8787/R	Equipment MRP Project Prof. R.P.Singh, DES	FO	13/07/2016	FO	13/07/2016
9	8511/R	ACP/MACP Scheme for Non-Teaching staff, Voll-II	FO	13/07/2016	FO	13/07/2016
10	3904/R	Notification/Notice/Order, Acad. Sec. 2013-14	Dr. Preeti Saxena	13/07/2016	R	13/07/2016
11	-	दिनांक 25 एवं 26 अप्रैल 2016 को चण्डीगढ़ में पांच क्षेत्रीय दो दिवसीय आहूत सम्मेलन में प्रो० प्रीती सक्सेना द्वारा टैक्सी एवं जलपान में हुए व्यय की प्रतिपूर्ति के सम्बन्ध में।	Dr. Preeti Saxena	13/07/2016	Dr. Preeti Saxena	13/07/2016
12	8815/R	Reg. Contractual engagement in Health Center	Pi/c (R.)	13/07/2016	R	13/07/2016

13	-	Hostel Genral Information Guide, Session 2016-17, DSW	R	13/07/2016	R	13/07/2016
14	-	MPDC Examination 2015-16, Co-ordinator Prof Ripusudan	FO	13/07/2016	FO	13/07/2016
15	8820/R	Requirement of Sanatory for BOARD MEETING	R	13/07/2016	FO	13/07/2016

Remarks
Registrar for NA as per rules
Please discuss
For comments
OK
Yes as per rules
Registrar to make clearcut recommendati ons
Please discuss
Ok if as per rules
Ok if as per rules
Ok
Ok-tour approved
10th August, 9 AM

1. Distribut
among AC
members for
comments in 3-
5 days. 2. Put
up a website
for one week.

Yes as per
rules

FO to do the
needful
immediately,
Why he (FO) is
in the habit of
putting
obstacles in
routine
working of
Univ. Please
stop it