

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1		COORDINATOR HONORARIUM TO RCP COORDINATOR	RCP	09.05.17	SO/ARF/F O/ARF/SOI I/LDC/SO/ ARF/FO/A RF/SOII/A RF/SOII	17.07.17	
2		HONORARIUM FOR RESOURCE PERSON OF RCA	RCA	07.06.17	ARF/SOI/S A/SO/ARF/ FO/SO/AR F/FO/ARF/ SOII/ARF/S OII	17.07.17	
3	8762R	ELECTRICAL MAINTENANCE WORK OF HELATH CENTRE	EE	13.06.17	FO/ARF/S O/SA/SO/ ARF/FO/A E(E)	17.07.17	BY HAND
4	3152R	OPERATION AND MAINTENANCE OF CENTRAL AC PLANT OF AUDITORIUM	EE	27.06.17	ARF/SO/S A/SO/ARF/ FO/AE(E)	17.07.17	BY HAND
5	10322R	Children Education Allowance SESSION 2017-18 PART-IV	R	28.06.16	SA/SO/AR F/SOI/sa/S O/ARF/FO	17.07.17	
6	8772R	REQUIREMENT OF AC TABLES CHAIRS FOR LABS	VC	28.06.17	FO/ARF	17.07.17	

7	7401R	AMC OF WATER COOLER & WATER PURIFIERS-P-II	VC	30.06.17	FO/ARF/S OI/SA/ARF /FO	17.07.17	
8		PURCHASE OF COMPUTER SYSTEM FOR RECEPTION COUNTER	VC	03.07.17	FO/AR(S& P)	17.07.17	
9	9537R	NOTICE BOARD ON II FLOOR	AR(S&P)	06.07.17	FO/ARF/S OI/ARF /FO	17.07.17	
10		IMPREST DIESAL FOR D.G.SET BBAU	EE	06.07.17	STENO/SO /ARF/FO/A E(E)	17.07.17	BY HAND
11	8632R	ELECTRICAL MAINTENANCE WORK OF ADMINISRATIVE BLOCK	EE	06.07.17	ARF/SOI/S A/SO/ARF/ FO/AE(E)	17.07.17	BY HAND
12	7090R	PURCHASE OF RO & WATER COOLER	EE	07.07.17	FO/ARF/S OI/SA/SO/ ARF/FO/A E(E)	17.07.17	BY HAND
13		COUNTRACUAL STAFF SALARY PAYMENT REGARDING III	VC	11.07.17	FO/ARF/S OI/SA/so/ arf	17.07.17	
14	6781R	DR. SHIV KUMER- CONTINGENCY	des	11.07.17	SA/SOF/A RF/FO	17.07.17	
15		REQUIREMENT OF CHEMICALS GLASSWARES & PLASTICWARES GOR FINANCIAL YEAR 2016-17	DPS	11.07.17	SA/SO/AR F/FO	17.07.17	
16		SERB N-PDF DR. OMESH BAJPAI C/O VENKATESH DUTTA FOR ADVANCE (TOUR ETC)	DES	12.07.17	ARF/SOI/S A	17.07.17	
17		BREAK DOWN ELECTRICAL FAULT URGENT REPAIRING	AE(E)	12.07.17	SA/SO/AR F	17.07.17	
18		CCTV CAMERA AT NEWLY BUILT VC CAMP OFFICE	AE(E)	12.07.17	SA/so/arf	17.07.17	

19	3484r	Diesel for tractor	GBS	13.07.17	STENO/SO F/ARF/FO	17.07.17	
20		MAINTENANCE OF DG SET AT AMETHI CAMPUS	VC	14.07.17	ARF/SOI/o sd amethi	17.07.17	
21		PURCHASE OF HPLC COLUMNM	VC	14.07.17	ARF/SOF/ CASHIER	17.07.17	disposed off
22	10407R	DR.ASHISH KUMAR MISHRA NATIONAL POST FELLOW	VC	14.07.17	ARF/SOF/ CASHIER	17.07.17	DISPOSED OFF
23		ELECTRICAL WORKS/SUPPLY FOR BBAU SATELITE CAMPUS AMETHI	VC	14.07.17	ARF/SOI/C ASHIER	17.07.17	DISPOSED OFF
24		DR DEEPTI BARNAWAL PDF	VC	14.07.17	ARF/SOI/C ASHIER	17.07.17	DISPOSED OFF
25	7837R	APPROVAL FOR REGISTRATION FORM	NSS	17.07.17	ARF	17.07.17	
26	10639R	UGC FELLOWSHIP MR VIKASH SHUKLA	DPS	17.07.17	STENO	17.07.17	
27	10526R	SYED ANAS ANSAR/UGC RESEARCH FELLOWSHIP	DIT	17.07.17	STENO	17.07.17	
28	5628R	BCY/DAP/BBAU INDO-RUSSIAN PROJECT (MAIN FILE) DR. BAL CHANDRA YADAV +5791R+4410R+3292R+CONTINGENCY+4501R+3993R+HOD/DAP /23	DAP	17.07.17	SA	17.07.17	
29		IMPREST MONEY FOR COE OFFICE	COE	17.07.17	FO	17.07.17	
30	10409R	REQUIREMENT OF AC	VC	17.07.17	FO	17.07.17	DISCUSSION
31	1816F	PAYMENT OF TA BILLS OF VC P-2	VC	17.07.17	ARF/SOII/ CASHIER	17.07.17	DISPOSED OFF
32	4544R	PAYMENT OF LEGAL FEE MS. APRAJITA BANSAL	LEGAL	17.07.17	SA	17.07.17	
33	28FO	IMPREST MONEY FOR DAC	DAC	17.07.17	FO	17.07.17	
34	8214R	SPORTS GRAOUND AREA LIGHTING WORKS	AE(E)	17.07.17	SOI/SA	17.07.17	
35	6904R	FIRE SYSTEM MAINTENACE WORK IN HOSTELS	AE(E)	17.07.17	FO	17.07.17	