

| S.No | File.No | Subject  | From whom Received | Received Date | Sent to                   | Date     | REMARKS    |
|------|---------|--|--------------------|---------------|---------------------------|----------|------------|
| 1    |         | SALARY FROM DBT-PROJECT OF MR. UMAKANT PANDEY  | DEM                | 06.06.18      | ARF/SOI/SA/ARF/SOI/ARF/FO | 26.07.18 | DISCUSSION |
| 2    | 9611R   | TRAVEL- APPROVAL (BY CAR) OF EXTERNAL EXAMINER   | DES                | 14.06.18      | ARF/SOII/UDC/SOII/HOD-DES | 26.07.18 |            |
| 3    | 12154R  | MAINTENANCE OF TYPE-C QUARTERS   | R                  | 16.07.18      | AR/SOF/SA/ARF             | 26.07.18 |            |
| 4    | 10198R  | REQUIREMENT OF ELECTRICAL GOODS FOR ADMINISTRATIVE BLOCK REGISTRAR OFFICE                  | R                  | 16.07.18      | SA/ARF/SOI/ARF            | 26.07.18 |            |
| 5    | 8150R   | PURCHASING OF IRRIGATION PIPES FOR B.VOC FIELD   | DAPS               | 18.07.18      | ARF/SOI/UDC/ARF           | 26.07.18 |            |
| 6    |         | PROPOSAL FOR PURCHASE OF CHEMICAL/GLASSWARE  | DAAS               | 18.07.18      | SA/ARF                    | 26.07.18 |            |
| 7    | 506F    | IMPREST MONEY FOR USIC   | USIC               | 18.07.18      | ANKIT/ARF/FO              | 26.07.18 |            |
| 8    | 12277R  | CONSUMABLE MAINTANANCE FOR INSTRUMENTATION LAB DR. A K TIWARI                              | DAC                | 19.07.18      | SA/ARF                    | 26.07.18 |            |
| 9    |         | ADVANCE ADJUSTMENT OF PROCTORICAL BOARD MEETING  | PROCTOR OFFICE     | 20.07.18      | UDC/ARF/FO                | 26.07.18 |            |
| 10   | 12181R  | DST-SERB- PROJECT CONTINGENCY DR.R N BHARGAVA  | DEM                | 23.07.18      | SA/ARF/FO                 | 26.07.18 |            |
| 11   | 3484R   | Diesel for tractor   | GBS                | 23.07.18      | ANKIT/ARF/FO              | 26.07.18 |            |
| 12   | 12597R  | PURCHASE OF WATER COOLER AND WATER PURIFIER FOR THE DEPARTMENT OF CHEMISTRY AND STATISTICS | EO                 | 23.07.18      | SA/ARF                    | 26.07.18 |            |
| 13   | 6942R   | PURCHASING OF PHAWARA KHURPA ETC   | R                  | 23.07.18      | UDC/ARF/FO                | 26.07.18 |            |
| 14   | 12168R  | REFLING 88-A TONER   | str                | 23.07.18      | UDC/ARF/FO                | 26.07.18 |            |
| 15   | 12312R  | PROPERLY NOT WORKING COMMERCIAL RO WATER PLANE   | R                  | 24.07.18      | SA/ARF                    | 26.07.18 |            |
| 16   | 8214R   | SPORTS GRAOUND AREA LIGHTING WORKS   | R                  | 24.07.18      | SA/ARF                    | 26.07.18 |            |

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| 17 | 9282R  | SERB-N-PDF DR. ASHISH K MISHRA FELLOWSHIP FILE  | DES | 24.07.18 | SA/ARF          | 26.07.18 |              |
| 18 | 10407R | DR.ASHISH KUMAR MISHRA ADVANCE FILE   | DES | 24.07.18 | SA/ARF          | 26.07.18 |              |
| 19 | 12247R | वाहन चालको के कछ हेतु कुलर पंखा व खिड़की हेतु पर्दे क्रय के संबंद   | VC  | 24.07.18 | ARF/FO          | 26.07.18 |              |
| 20 | 3675R  | GUNNER FOR HON'BLE VC   | VC  | 24.07.18 | ARF/SOI/CASHIER | 26.07.18 |              |
| 21 |        | WIFI-RAILTEL BBAU   | VC  | 24.07.18 | ARF/CASHIER     | 26.07.18 | disposed off |
| 22 |        | PROPOSAL FOR PURCHASE OF AC FROM OVERHEAD CHARGES DR. GAURAV KAITHWAS   | vc  | 26.07.18 | arf/soi/cashier | 26.07.18 |              |
| 23 | 12345R | NEW ELECTRIFICATION WORK  | R   | 26.07.18 | FO              | 26.07.18 |              |
| 24 | 12631R | PURCHASE OF TONER RIFLING MACHINE IN VC SECTION   | STR | 26.07.18 | UDC             | 26.07.18 |              |
| 25 | 6508R  | FWLL TELEPHONE BILL PAYMENT P-2   | VC  | 26.07.18 | FO              | 26.07.18 |              |
| 26 |        | SANITATION PAYMENT OF BBAU SATELLITE CAMPUS AMETHI  | OSD | 26.07.18 | FO              | 26.07.18 |              |
| 27 | 12284R | TC PF OF DR.VINAY SINGH BAGHEL  | R   | 26.07.18 | ANKIT           | 26.07.18 |              |
| 28 |        | MANPOWER PAYMENT FILE BBAU SATELLITE CAMPUS AMETHI  | OSD | 26.07.18 | FO              | 26.07.18 |              |
| 29 | 4900R  | IMPREST MONEY FOR ESTATE OFFICER  | VC  | 26.07.18 | FO              | 26.07.18 |              |
| 30 | 12141R | MOHD ASHRAF WANI STUDY CUM TRAVEL GRANT (ICHR)  | VC  | 26.07.18 | ARF             | 26.07.18 |              |
| 31 | 9899R  | SALARY OF STUDENT IN 2ND PHASE UGC-MRP PROJECT DR. SUDIPTA SAHA   | VC  | 26.07.18 | ARF             | 26.07.18 |              |
| 32 |        | DBT PROJECT PROF.RAM CHANDRA TENDER SPECIFICATION PURCHASE OF PROJECT EQUIPMENT                               | DBT | 26.07.18 | SA              | 26.07.18 |              |
| 33 |        | PURCHASE OF CONSUMABLES DEVELOPMENT AND DEMONSTRATION OF PULP PAPER MILL.....RIVER POLLUTION PROF.RAM CHANDRA | DBT | 26.07.18 | SA              | 26.07.18 |              |