

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	7697R	CONSTRUCTION OF STUDENT ACTIVITY CENTRE	VC	4/13/2016	arf/PA/EE	21.06.16	
2	6767r	approval for attending conference Dr. jyoti pandey	VC	4/27/2016	CO-DAC	21.06.16	
3	7356R	IQAC PROF. NMP VERMA	VC	20.05.16	FO/PA/IQA C	21.06.16	
4	8008r	attending for seminar	R	24.05.16	H-DES	21.06.16	
5	4756R	PF of Smt. Sunita Pal, TA	R	02.06.16	fo/ARF/LD C/ARF/FO/ ARF/soi/LD C	21.06.16	
6	6781R	DR. SHIV KUMER- CONTINGENCY	R	02.06.16	cashier	21.06.16	
7	8575R	t/c pf of shri radheshyam rai	Reg	03.06.16	steno/ARF /FO/ARF	21.06.16	
8	8511R	ACP/MACP SCHEME FOR N/T STAFF.	reg	03.06.16	R	21.06.16	
9	8345R	URGENT REQUIREMENT FOR PRINTER AND DONGLE	VC	06.06.16	cashier	21.06.16	disposed off
10		FREESHIP TO RCA STUDENT	RCA	06.06.16	FO/ARF/so /STENO/A RF/FO/ARF /soii	21.06.16	
11		UGC-MRP-PREETI SHUKLA	DES	06.06.16	VC	21.06.16	
12	8211R	REFUND OF CAUTION MONEY	pharma	07.06.16	Cashier	21.06.16	disposed off
13		Remuneration	R	07.06.16	Cashier	21.06.16	disposed off
14	8225R	RAM SUBHAWAN VERMA TRANSFER OF FELLOWSHIP	R	08.06.16	FO/ARF/S OII/STENO	21.06.16	
15		PAYMENT REMUNERATION OF EXTERNAL EXPERTS		08.06.16	Cashier	21.06.16	disposed off
16		PURCHASE OF ALMIRAH	STR	08.06.16	Cashier	21.06.16	

17	7197R	application kuh	STR	08.06.16	Cashier	21.06.16	disposed off
18	7200R	Purchase of computer for compute lab	STR	08.06.16	Cashier	21.06.16	disposed off
19	2864F	ADVANCE FOR END SEMESTER EXAM-14	COE	09.06.16	COE	21.06.16	
20		impREST	sgH	10.06.16	Cashier	21.06.16	disposed off
21	4307R	ALUMINIUM PARTITION WORK FOR DIT	R	13.06.16	Cashier	21.06.16	disposed off
22	8638R	UC-ICMMANS-2016	R	13.06.16	FO/ARF/S OI/SA/ARF	21.06.16	
23	4086R	CAUTION MONEY	R	13.06.16	Cashier	21.06.16	disposed off
24	8650R	ELECTRCAL MAINTENANCE WORK IN CL	R	13.06.16	Cashier	21.06.16	disposed off
25	3956R	Aluminium partition work in SBBT	R	13.06.16	EE	21.06.16	
26	7475R	केन्द्रीय पुस्तकालय में सीपित दोनों लिप्टों का वार्षिक अनु०	R	13.06.16	R	21.06.16	
27	5617R	Retro reflective guide map	R	13.06.16	VC	21.06.16	
28		REMUNERATION BILL OF PRACTICAL EXAM MLIS-4TH SEM.....		13.06.16	FO/ARF/S OII/Idc/AR F	21.06.16	
29	3067R	M.S. Railing from Gate no.1 to Gate no.3	R	14.06.16	SA/ARF/FO /ARF/SOI/S A	21.06.16	
30	7510R	Purchase of GIGI	SPORTS	14.06.16	SA/ARF	21.06.16	
31	5205R	PURCHASE OF EQUIPMENTS	VC	15.06.16	Cashier	21.06.16	disposed off
32	8657r	TRAVEL GRANT- DST-START- UP- PROJ DR.RIMA KUMARI	DES	15.06.16	SA/ARF	21.06.16	
33	7923R	UNIVERITY TOLL-FREE NO.	R	15.06.16	Cashier	21.06.16	disposed off
34	3675R	GUNNER FOR HON'BLE VC	SECURITY	15.06.16	Cashier	21.06.16	disposed off

35	5889R	proposal for rotavapor Dr, Jyoti pandey	STR	15.06.16	R	21.06.16	
36	6655r	Printing of diary & calender for y-2016	str	15.06.16	Cashier	21.06.16	disposed off
37	7948R	PHOTOCOPIER MACHINE	STR	15.06.16	SA/ARF/FO	21.06.16	
38	8191R	BARBED WIRE FENCING ON ANGLE	R	15.06.16	SA/ARF	21.06.16	
39	4393R	RN BHARGAVA(MANPOWER RECRUITMENT - DST-SERB PROJ)	R	15.06.16	DEM-RN BHARGAV A	21.06.16	
40	6964r	fellowship Mr. Siddhartha kumar 2012-13	R	15.06.16	VC	21.06.16	
41	4008R	JRF-2011-12	R	16.06.16	VC	21.06.16	
42		फ़ेलोशिप से संबंधित पत्राचार वित्त विभाग	fw	16.06.16	Cashier	21.06.16	disposed off
43	4491R	ADVANCE ADJUSTMENT	ACAD	16.06.16	FO/ARF/S OII/ARF	21.06.16	
44	8075R	CONTRACTORS REFUND MONEY	EO	16.06.16	LDC/ARF	21.06.16	
45	8218r	rgnf-dhiraj kumar	R	16.06.16	AR(A)	21.06.16	
46	3919R	landline bill payment	R	17.06.16	Cashier	21.06.16	disposed off
47	3920R	landline/fwll bill payment of VCS&Camp office	R	17.06.16	Cashier	21.06.16	disposed off
48	5898R	OLT FILE	R	17.06.16	FO/ARF/so i/PA	21.06.16	
49	3266R	REIMBURESSEMENT OF UNI. AID TO THE PG.....	R	17.06.16	STENO/AR F	21.06.16	
50	6665R	DISSERTATION REIMBURESMENT FOR SC/ST STUDENT	R	17.06.16	STENO/AR F	21.06.16	
51	3282R	CONSTRUCTION OF MOUT COURT	R	17.06.16	SA/ARF	21.06.16	
52	8255R	JRF VEER KUMAR RAI	ACAD	17.06.16	STENO/AR F/FO	21.06.16	
53	7525R	jrf payment of ms maya bharti	ACAD	17.06.16	STENO/AR F/FO	21.06.16	
54	8586R	guest house rakh rakhaw and anurakshriya work	ee	17.06.16	sa/ARF/FO	21.06.16	

55		imprest	soe	17.06.16	steno/ARF /FO	21.06.16	
56	5173R	DEM-FIST	str	17.06.16	sa/ARF	21.06.16	
57		IMPREST	DAM	17.06.16	H-DAM	21.06.16	
58		IMPREST	DCS	17.06.16	STENO/AR F	21.06.16	
59	7654R	PUBLICATION OF TENDER NOTICE	VC	17.06.16	AR(S&P)	21.06.16	
60		DD REGARDING FILE	COE	17.06.16	Cashier	21.06.16	disposed off
61	8616R	APPROVAL FOR ONE AC (DR. JAWAHARLAL)	STR	20.06.16	SA/ARF	21.06.16	
62	7695R	CASH ADVANCE P-3	eo	20.06.16	sa/ARF	21.06.16	
63	8537R	MECHANICS LAB	vc	20.06.16	fo/ARF	21.06.16	
64	8561r	केन्द्रीय पुस्तकालय अनु० कार्य	vc	20.06.16	EE	21.06.16	
65	8128R	बायोसाइन्स एवं बायोटेक्नोलोजह विधापीठ भवन का अनु० कार्य	vc	20.06.16	Cashier	21.06.16	disposed off
66		PROVIDING & FIXING OF FOCUS LIGHT	vc	20.06.16	Cashier	21.06.16	disposed off
67		ADVANCE ADJUSTMENT SAUFEST-16	vc	20.06.16	fo/ARF	21.06.16	
68	8093R	CONSUMABLES- PDF-DES	vc	20.06.16	Cashier	21.06.16	disposed off
69		PURCHASE OF EQUIPMENTS	vc	20.06.16	fo/ARF	21.06.16	
70	6768R	Maintenance of Instruments	vc	20.06.16	arf/SOI/SA	21.06.16	
71	1816F	PAYMENT OF TA BILLS OF VC P-2	VC	20.06.16	ldc/ARF	21.06.16	
72	3393R	Medical reimbursement(Teaching)	vc	20.06.16	Cashier	21.06.16	disposed off
73	8440R	RGNF- HARINATH KUMAR	hod	20.06.16	steno/ARF	21.06.16	
74	5836r	construction of students activity gantor	ee	20.06.16	fo/ARF/soi /ARF	21.06.16	

75		PURCHASE OF STATIONARY ITEMS FOR BINDING WORKS	STR	20.06.16	LDC/ARF	21.06.16	
76	7440R	10RD ISC-2016	VC	20.06.16	H-DES	21.06.16	
77	6358r	निष्प्रयोज्य वाहन			R	21.06.16	
78	3534r	jrf fellowship	R	21.06.16	STENO	21.06.16	
79	3228R	IMPREST	R	21.06.16	STENO	21.06.16	
80	3181R	ALUMINIUM PARTITION WORK IN C.L. FOR SOE	R	21.06.16	SA	21.06.16	
81	8118r	medical (teaching)	R	21.06.16	STENO	21.06.16	
82	8589R	MEDICAL REIMBURSEMENT FILE REGISTRAR & FO & COE	R	21.06.16	STENO/ARF	21.06.16	
83	6333R	IMPREST	R	21.06.16	STENO/ARF	21.06.16	
84	8683R	OUTDOOR LT PANEL MAINTENANCE WORKS	R	21.06.16	AE(E)	21.06.16	
85	8682R	ELECTRICAL MAINTENACE WORK OF ADMIN.BLOCK	R	21.06.16	LDC/ARF	21.06.16	
86	8445R	POST MATRIC SCHOLARSHIP & FEE REIMBURSEMENT	R	21.06.16	STENO/ARF	21.06.16	
87	8642R	T.C. PURCHASE OF RACK ETC FOR ELECTRICAL STORE	R	21.06.16	FO	21.06.16	
88	3922R	construction of shelter shed along road side /maintenance	R	21.06.16	FO	21.06.16	
89	8558R	PURCHASE OF ELECTRICAL CABLE	R	21.06.16	FO	21.06.16	
90	6772R	supply of electical goods P-3	R	21.06.16	FO	21.06.16	
91	8587R	SUMERSIBBLE/TUBWELL PUMP REPAIRING WORK	R	21.06.16	FO	21.06.16	
92		IMPREST	DAPS	21.06.16	STENO	21.06.16	
93		TICKET CANCELLATION OF PROF.KL SHARMA		21.06.16	PIC	21.06.16	
94	7008R	CHEMICAL REQUIREMENT FILE	DAAS	21.06.16	SA	21.06.16	
95	7445R	PURCHASE OF UNIVERSITY LIB ITEMS	R	21.06.16	SA	21.06.16	
96		PUMP MAINTENANCEE WORKS	R	21.06.16	FO	21.06.16	
97		NEWSPAPER & PERIODICALS	RCA	21.06.16	LDC	21.06.16	

98	8462R	SUPPLY OF INSTALLATION VARIOUS WORKS	EO	21.06.16	SA	21.06.16	
99	8015R	PROJECTOR REPAIR		21.06.16	AR(S&P)	21.06.16	