

S.No	File No.	Subject	From whom received	Received Date	Sent to	Sent Date	Remark
1	-	244/Entrance on 15-06-16/DIT/BBAU/16	FO	13/06/2016	FO	14/06/2016	Yes if as per rules
2	-	Annual Accounts, 2015-16	FO	14/06/2016	FO	14/06/2016	23/6/16 at 12 noon in INSA with special item on Amethi centre
3	5058/R	Proposal for Grant from the VC's Discretionary Fund, Vol-I + Vol-II	FO	14/06/2016	FO	14/06/2016	Yes as per rules
4	8360/R	Yoga International Day, sport Sec.	R	14/06/2016	R	14/06/2016	Ok as per rules for A above
5	7440/R	Advance for 103rd Indian Congress,2016 hold at university of Mysore, Mysuru from 3-7 January 2016, Prof. R.P.Singh/DEM	Prof. R.P.Singh	14/06/2016	Prof. R.P.Singh	14/06/2016	Ok if as per rules
6	4853/R	Cleaning of Water Storage Tank	FO	14/06/2016	FO	14/06/2016	Ok if as per rules
7	-	Requirement of NVR	Prof. Vipin Saxena	14/06/2016	Prof. Vipin Saxena	14/06/2016	Yes if strictly as per rules

8	8549/R+ 6811/R+ 3559/R+ 3559/R+ 3157/R	5 Files	EO	14/06/2016	EO	14/06/2016	Please discuss immediately
9	8309/R	GPF (Advance & Withdrawl) Teaching & NON teaching	R	14/06/2016	R	14/06/2016	Yes if as per rules

10	8447/R	Appointment of Heads of Various Deptt.	R	14/06/2016	R	14/06/2016	Registrar to make clear cut recommendations as to how long we will wait for the person who will be joining . Let the following committee look into the issue & give recommendation immediately and not later than 16/6/16. -- Dr. D.P.Singh(C hair), Dr. M.Y.Khan, Dr. R.B.Ram,
11	-	One confidential file in a closed envelope	COE office	14/06/2016	COE office	14/06/2016	Confidential
12	7141/R	PF of Dr. Sandhya Gihar, Asso. Prof., DE(B.Ed.), SAS	R	14/06/2016	R	14/06/2016	Yes if as per rules

13	8660/R	T/C PF of Shri Rudra Prasad sahu (Passport)	R	14/06/2016	R	14/06/2016	Yes if as per rules
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