

S.No	File No.	Subject	From whom received	Received Date	Sent to	Sent Date	Remark
1	8475/R	One confidential file of Report of the committee in a closed envelope	R	12/5/2016	R	7/6/2016	Confidential
2	7010/R	T/C Transfer, N.T.	R	6/6/2016	Head, DES(S.K.D wivedi)	7/6/2016	Head to discuss
3	8227/R	Ratification Letter regarding 41 teachers	R	6/6/2016	R	7/6/2016	-
4	3194/R	Empliment of security Agency 2014-2015 (Tender Of Security)	R	6/6/2016	R	7/6/2016	-
5	8592/R	T/C PF of Ms. Anita Tiwari Labration Asstt., DAPS	R	7/6/2016	R	7/6/2016	Yes if as per rules
6	-	One confidential file of M.Phill Guest Faculty File (DE) in closed envelope	HOD DE	7/6/2016	HOD DE	7/6/2016	Confidential
7	5554/R	AC Plant of VC office, EO	R	7/6/2016	R	7/6/2016	Ok if as per rules
8	5290/R	Earth work for developing third pond for B.Voc courses adjacent to SBBT Phase-II,	R	7/6/2016	XEN	7/6/2016	to please discuss

9	8227/R	Ratification Letter regarding 41 teachers	R	7/6/2016	R	7/6/2016	Ok if everything is convincing to the Registrar. Letters may be issued immediately
10	6967/R	Hiring of Taxies-2015, Vh. Sec.	R	7/6/2016	R	7/6/2016	Registrar to take decision in this regard
11	7993/R+ 7245/R	Approval faculty UIET + 1 File	Head DAP	7/6/2016	Head DAP	7/6/2016	Ok if as per rules
12	5613/R	MHRD/UGC Correspondence	R	7/6/2016	R	7/6/2016	Please discuss immediately
13	8402/R	Re-employment of teachers after superannuation	R	7/6/2016	R	7/6/2016	Registrar to make clear cut recommendations
14	7085/R	Space for Classrooms of Applied Geology, DES	R	7/6/2016	R	7/6/2016	Ok as per rules
15	8447/R	Appointment of Heads of Various Deptts.	R	7/6/2016	R	7/6/2016	Ok if as per rules

16	7585/R	Requirement of CCTVs, Gautam Buddha Central Library	R	7/6/2016	R	7/6/2016	Ok if as per rules
17	8214/R	Sports Ground Area Lighting works, EE	R	7/6/2016	R	7/6/2016	Yes if as per rules
18	8587/R	समरसिबल/ट्यूबेल पम्प रिपेयरिंग वर्क	R	7/6/2016	R	7/6/2016	Yes if as per rules
19	5408/R	Complaint File, Vol. I	R	7/6/2016	R	7/6/2016	Ok
20	8354/R	Cycle/Bike Stand for ABH	R	7/6/2016	R	7/6/2016	Needs Discussion
21	8191/R+ 8129/R	Barbed wire Fencing on angle Iron Post for botanical garden + 1 File	R	7/6/2016	R	7/6/2016	Yes if as per rules
22	8599/R	Application to Participate in Short-term Course, Dr. Ravi Kumar, DH	R	7/6/2016	R	7/6/2016	Ok if as per rules
23	8325/R	T/C PF of Shri Satguru Dayal, MTS, DHR(LTC)	R	7/6/2016	R	7/6/2016	Ok if as per rules
24	-	PBAS, Prof. Sunita Mishra, Dean School for Home Science	Dean SHS	7/6/2016	PA	7/6/2016	-
25	-	Recruitment Cell, SHS	Dr. R.B.Ram	7/6/2016	Dr. R.B.Ram	7/6/2016	Ok