

| S.No | File.No | Subject | From whom Received | Received Date | Sent to | Sent Date | Remarks |
|------|---------|--|--------------------|---------------|--|-----------|---------|
| 1 | | SALARY - RCA 2017-18 | RCA | 04.05.17 | FO/ARF/S OI | 22.06.17 | |
| 2 | | COORDINATOR HONORARIUM TO RCP COORDINATOR | RCP | 09.05.17 | SO/ARF/F O/ARF/S OII/LDC/S O/ARF/F O | 22.06.17 | |
| 3 | 9087R | HOSPITALITY EXPENSES OF SC/ST CELL 16-17 | R | 29.05.17 | FO/DR(SC /ST) | 22.06.17 | |
| 4 | 10463R | PAY FIXATION OF LEFT/RESIGNED TEACHERS UNDER 41 RECRUITED TEACHERS | R | 30.05.17 | ARF/SOI/ LDC/ARF/ FO | 22.06.17 | |
| 5 | | financial assistance for transportation of the victim of res. Scholar simta rani | de | 30.05.17 | arf/SOI/L DC/ARF/F O | 22.06.17 | |
| 6 | 10472R | PF OF DR. RASHI KRISHNA SINHA | R | 02.06.17 | ARF/SOI/ LDC/SOF/ ARF/FO/R | 22.06.17 | |
| 7 | 5727R | PF OF SHRI MOHD. JAHANGIR SABBIR KHAN | R | 02.06.17 | ARF/SOII/ LDC/SOF/ ARF/FO/R | 22.06.17 | |
| 8 | 10240R | PF OF SMT MIONAKSHI KHARE PS | VC | 06.06.17 | ARF/SOII/ ARF/FO/R | 22.06.17 | |
| 9 | | ADJUSTMENT OF RS. 3000/- DR. SURINDER KUMAR | DAS | 07.06.17 | LDC/SO/A RF/FO | 22.06.17 | |

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| 10 | | PAYMENT FOR FRONTIERS IN MICROBIOLOGY (PROF. RAM CHANDRA) | VC | 09.06.17 | ARF/SOII/ LDC/SO/A RF/DEM | 22.06.17 | |
| 11 | 1816F | PAYMENT OF TA BILLS OF V.C PART II | VC | 09.06.17 | LDC/ARF/ FO | 22.06.17 | |
| 12 | | CELEBRATION OF WORLD ENVIRONMENT DAY | SES | 09.06.17 | ARF/SOII/ LDC/ARF/ FO | 22.06.17 | |
| 13 | | PURCHASE OF HPLC COLUMM | PHARMA | 09.06.17 | ARF/SOI/ SA/SO/AR F/FO | 22.06.17 | |
| 14 | 6992R | Medical reimbursement(Retired Employee) | R | 12.06.17 | STENO/S OII/ARF/F O/CMO | 22.06.17 | |
| 15 | 4611R | MEDICAL REIMBURSEMENT OF VICE CHANCELLOR | R | 12.06.17 | STENO/A RF/FO/C MO | 22.06.17 | |
| 16 | 8703R | medical reimbursement (non-Teaching) | R | 12.06.17 | STENO/S O/ARF/fo /VC | 22.06.17 | |
| 17 | 9232R | ICSSR PROJ- SURINDER MEHER | ECONO | 12.06.17 | SA/SO/AR F/FO/VC | 22.06.17 | |
| 18 | 8092R | TRAVEL OF DR. GR DWIVEDI-PDF | DES | 12.06.17 | SA/ARF/V C | 22.06.17 | |
| 19 | 7457R | APPOINMENT OF JRF SCHOLARSHIP FILE DR ANAND PRAKASH | DBT | 13.06.17 | SA/ARF/F O | 22.06.17 | |

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| 20 | 9884R | NEW VEHICLE MARUTI ERTIGA VDI SHVS UP 32 HR 6041 | VEHICLE | 13.06.17 | ARF/SOII/ CASHIER/ SOII/ARF | 22.06.17 | |
| 21 | | SIGN BOARD | VC | 14.06.17 | ARF/SOI/ SA/ARF/F O/VC | 22.06.17 | |
| 22 | | UGC-NON-NET FELLOWSHIP FINANCE DEPARTMENT | FW | 14.06.17 | ARF/FO/V C | 22.06.17 | |
| 23 | 10421R | QIP SHORT TERM COURSE ON ADVANCES IN BIOPROCESS ENGINEERING 19TH TO 24TH JUNE, 2017 AT BHU VARANASI DR. G SUNIL BABU | DBT | 15.06.17 | ARF/SOI/ LDC/ARF/ FO | 22.06.17 | |
| 24 | 3110/DA C | UGC-BSR HEAD: CONTINGENCIES DR. JAWAHAR, | DAC | 15.06.17 | SA/ARF/D AC | 22.06.17 | |
| 25 | | LANDLINE PHONE FOR SES PROF RAM CHANDRA | SES | 15.06.17 | SO/ARF/A R(T) | 22.06.17 | |
| 26 | | IMPREST MONEY FILE | DOS | 22.06.17 | STENO | 22.06.17 | |
| 27 | | IMPREST MONEY | DAAS | 22.06.17 | FO | 22.06.17 | |
| 28 | | 44TH FINANCE COMITTE MEETING | FW | 22.06.17 | ARF | 22.06.17 | |
| 29 | 3761R | UPS/COMPUTER/PRINTER/STABLIZER/INTERNET | CC | 22.06.17 | CC | 22.06.17 | |