

S.No	Subject	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	2524F	FN TRAVELLING ALLOWANCE BILL FILE(T/C) OF HON'BLE VC	VC	23.01.17	LDC/SO/ARF/SOF/ARF	30.06.17	
2	9068R	PAY FIXATION OF TEACHERS UNDER CAS VENKATESH KUMAR DUTTA	R	31.03.17	FO/ARF/SO/LDC/SO/ARF/FO/ARF/SO/LDC	30.06.17	
3	5577R	IMPREST MONEY	SECURITY	10.04.17	ARF/FO/ARF/SOF/STENO/SO/ARF/FO/ARF/SO/CASHIER	30.06.17	
4		IMPREST UNIVERSITY CENTRAL PLACEMENT	PLACEMENT	12.04.17	STENO/ARF/FO/ARF/SOF/CASHIER	30.06.17	
5	4278R	IMPREST MONEY	R	20.04.17	FO/arf/so/STENO	30.06.17	
6	3314R	IMPREST	VEHICLE	21.04.17	STENO/ARF/SOII/ARF/FO/ARF/SO/CASHIER	30.06.17	disposed off

7	7268R	PAYMENT FOR NEWSPAPER&MAGAZINE	LIB	24.04.17	LDC/SO/ARF/FO/ARF/SO/CASHIER	30.06.17	disposed off
8	9782R	T/C PF SH. ANEES AHMAD LTC	R	25.04.17	STENO/so/ar/fo/ARF/R	30.06.17	
9	5165R	ADVANCE FOR MISC. PURPOSE VEHICLE SECTION	VS	25.04.17	SOF/ARF/FO/ARF/SO/CASHIER	30.06.17	disposed off
10	373F	IMPREST MONEY	DEAN SAS	03.05.17	STENO/SO/ARF/FO/ARF/SO/CASHIER	30.06.17	
11		SALARY - RCA 2017-18	RCA	04.05.17	FO/ARF/SOI/ARF	30.06.17	
12	4086R	CAUTION MONEY	R	05.05.17	STENO/SO/ARF/FO/ARF/SO/CASHIER	30.06.17	
13	8592R	PF OF MRS ANITA TIWARI	R	05.05.17	STENO/SO/ARF/FO/R	30.06.17	

14	4403R	REQUISITE FOR WATER COOLER	VC	11.05.17	ARF/so/S A/ARF/SO F/ARF/SOI /ARF/FO/ ARF/SO/C ASHIER	30.06.17	disposed off
15	5801R	CONSTRUCTION OF BIG SIGN BOARD	R	17.05.17	ARF/so/S A/ARF/FO /ARF/SO/ CASHIER	30.06.17	disposed off
16		CENTRE FOR ENGINEERING TECHNOLOGY	EE	22.05.17	SOF/SA/A RF/FO/AR F/SO/CAS HIER	30.06.17	disposed off
17		HONORARIUM FILE OF SHIKHAR ASTHANA	VC	23.05.17	FO/ARF/L DC	30.06.17	
18	7465R	PAYMENT OF LETTER PAD ETC	VC	23.05.17	FO/ARF/S OF/CASHI ER	30.06.17	
19	7498R	IMPREST MONEY	DHR	25.05.17	STENO/S O/ARF/FO /ARF/SO/ CASHIER	30.06.17	disposed off
20	10068R	SUBSTATION MAINTENANCE WORK	AE(E)	29.05.17	ARF/SOI/S A/SO/ARF /FO/ARF/ SO/CASHI ER	30.06.17	

21	4311R	CIVIL MAINTENANCE WORK 2014-15	AE(E)	29.05.17	SA/SO/AR F/FO/ARF /SO/CASH IER	30.06.17	
22	10328R	T/C FILE REFUND OF FEE	R	29.05.17	STENO/S O/ARF/FO /ARF/SO/ CASHIER	30.06.17	
23	7651R	IMPREST - VISHAL SINGH	A/E	30.05.17	ARF/SOII/ ARF/SOII/ FO/SOF/C ASHIER	30.06.17	disposed off
24		NEWSPAPER PAYMENT REGARDING	DPR	30.05.17	LDC/SO/A RF/FO/AR F/SO/CAS HIER	30.06.17	
25	4584R	PURCHASE OF PRINTER CARTRIDGE	UIET	31.05.17	LDC/SO/A RF/FO/AR F/SOF/CA SHIER	30.06.17	
26	9615R	ADDITION/ALTERATION IN SITING CHAMBER OF DR. NARENDRA KUMAR	EE	02.06.17	FO/ARF/S OI/SA/SO/ ARF/FO/A RF/VC	30.06.17	
27	8316R	GYM MAINTENANCE	VC	06.06.17	ARF/FO/A RF/SO/CA SHIER	30.06.17	

28		ADVANCE FOR SAMPLE ANALYSIS PROF. RAM CHANDRA (PRINCIAL INVESTIGATOR)	PROCTOR	07.06.17	STENO/S O/ARF/FO /VC	30.06.17	
29		IMPREST MONEY	SGH	07.06.17	FO/ARF/S O/CASHIE R	30.06.17	
30	9190R	DR. SHIKHA PRUCHASE OF VV-VIS SPECTROPHOTOMETER	DES	07.06.17	FO/ARF/S OF/SA	30.06.17	
31	3218R	IMPREST MONEY	GBS	08.06.17	STENO/A RF/FO/AR F/SO/CAS HIER	30.06.17	disposed off
32		FUMEHOOD -DES	VC	09.06.17	ARF/SOF/ H.DES	30.06.17	
33		DR.VS.BAGHEL	DEM	12.06.17	STENO/S O/ARF/SO I/SA/H.DE M	30.06.17	
34		DR.VS.BAGHEL	DEM	12.06.17	STENO/S O/ARF/SO I/SA/H.DE M	30.06.17	
35		NATIONAL SCIENCE DAY	DAAS	12.06.17	FO/ARF/S TENNO	30.06.17	
36		WEIGHING BALANCE ADAPTOR	DAAS	12.06.17	FO/ARF/S OF/CASHI ER/H.DAA S	30.06.17	
37	8762R	ELECTRICAL MAINTENANCE WORK OF HELATH CENTRE	EE	13.06.17	FO/ARF/s o/SA	30.06.17	

38	10479R	W.P.NO.12070(S/S)OF 2017 SHRI SALAHUDDIN KHAN VS. BBAU & OTHERS	VC	15.06.17	FO/ARF/S O/ASST (LEGAL)	30.06.17	
39	7631R	Civil Maintenance work P-2	EE	15.06.17	FO/ARF/C ASHIER/E E	30.06.17	
40		IMPREST MONEY FILE	DOS	22.06.17	STENO/S O/ARF	30.06.17	
41		IMPREST MONEY	DAAS	22.06.17	FO/ARF/S TENO	30.06.17	
42	7642R	DECORATIVE LIGHTING WORKS ON FOUNDATION DAY CELEBRATIONS	EE	23.06.17	SOI/SA/A RF	30.06.17	
43	5628R	DR.BAL CHANDRA INDO RUSSIAN PROJECT	DAC	23.06.17	FO/ARF/S O/SA	30.06.17	
44		DR. JIWANM SINGH PURCHASING STATIONERY ITEM	DES	23.06.17	ARF/SOI/S A/ARF	30.06.17	
45	10420R	UTILISATION CERTIFICATE AND STATEMENT OF EXPENDITURE DR. ALOK KUMAR SINGH INSPIRE FACULTY + 8 FILES	DAC	27.06.17	SA/SOF/A RF/FO/AR F/SOF/DA C	30.06.17	
46	3342R	IMPREST MONEY OF PETROL FOR BUSH CUTER	GBS	27.06.17	STENO/A RF/FO	30.06.17	
47	7458R	DR. ANAND PRAKASH PILOT PROJECT	DBT	27.06.17	ARF/STEN O/SOF/AR F	30.06.17	
48		DR. JIWAN SINGH UGC-START UP RESEARCH GRANT(CONSUMABLE)	DES	27.06.17	SA/ARF	30.06.17	
49		DR. DEEPTI BARNAWAL	DES	27.06.17	ARF/SOI/S A/ARF/FO /VC	30.06.17	

50	3152R	OPERATION AND MAINTENANCE OF CENTRAL AC PLANT OF AUDITORIUM	EE	27.06.17	ARF/SO/S A	30.06.17	
51		IMPREST MONEY	DAPS	27.06.17	STENO/A RF/FO	30.06.17	
52		IMPREST	DEM	28.06.16	STENO/S O/ARF	30.06.17	
53		COMMITTEE OF BASIC FACILITIES FOR WOMEN	LAW	28.06.16	ARF/SO/S TENO	30.06.17	
54		PAYMENT FILE FOR SECURITY SERVICES	OSD	28.06.16	ARF/SO/S A	30.06.17	
55		PURCHASE OF LAPTOP BATTERY	DEM	28.06.16	SA/ARF	30.06.17	
56		REPAIRING OF PROJECTOR	DEM	28.06.16	SA/ARF	30.06.17	
57	10506R	FACULTY DEV. PROGRAMME DR. SUFIYA AHMED	R	28.06.17	ARF/STEN O	30.06.17	
58	6639R	DR. SHIV SHANKAR	VC	28.06.17	ARF/SO/C ASHIER	30.06.17	disposed off
59	9537R	NOTICE BOARD ON II FLOOR	VC	28.06.17	ARF/so/A R(S&P)	30.06.17	
60	5101R	ADVANCES ON THE OCCASION OF FUNCTIONS	VC	28.06.17	ARF/SO/C ASHIER	30.06.17	disposed off
61	9282R	DR. ASHISH KUMAR MISHRA NPDP, SERB,DST	VC	28.06.17	ARF/SO/C ASHIER	30.06.17	disposed off
62		DR.RIMA KUMARI DST-YS TRAVEL GRANT FILE	VC	28.06.17	ARF/SO/C ASHIER	30.06.17	disposed off
63	9066R	DR. DEEPTI BARNWAL	VC	28.06.17	ARF/SO/C ASHIER	30.06.17	disposed off
64	8088R	DR.RIMA KUMARI START UP YOUNG SCIENTIST FELLOWSHIP	VC	28.06.17	ARF/SO/C ASHIER	30.06.17	disposed off
65		VISIT FOR B.VOC (FLG) PROF.DEEPA H DWIVEDI	VC	28.06.17	ARF/SO/C ASHIER	30.06.17	disposed off

66		NATIONAL SEMINAR GUEST HOUSE BILL+ALONG WITH 3 FILE	VC	28.06.17	ARF/SO/C ASHIER	30.06.17	disposed off
67	7205R	221/UGC-MRP (2015-16) DIT BBAU/15 OF INFORMATION TECHNOLOGY	VC	28.06.17	ARF/SOF/ CASHIER	30.06.17	disposed off
68	4307R	ALUMINIUM PARTITION WORK FOR DIT	VC	28.06.17	ARF/CASH IER	30.06.17	disposed off
69	10578R	IMPREST	R	29.06.17	FO/ARF	30.06.17	
70	1816F	PAYMENT OF TA BILLS OF V.C PART II	VC	29.06.17	ARF/SO/C ASHIER	30.06.17	
71	3744R	OFFICE ORDER	VC	29.06.17	FO/AR(V)	30.06.17	
72		ICSSR PROJECT-DR. ANAND PARATP SINGH	VC	29.06.17	ARF/SO/C ASHIER	30.06.17	disposed off
73		STUDENT COUNSELING/INTERACTIVE PROGRAMME	VC	29.06.17	FO/H LAW	30.06.17	
74	3222R	PF OF SHRI A K MAURYA DEPUTY REGISTRAR	VC	29.06.17	FO	30.06.17	
75	4592R	AMC OF FIRE SYSTEM	EE	30.06.17	FO	30.06.17	
76		ICC ADVANCE ADJUSTMENT		30.06.17	LDC/ARF/ SOF/FO/C ASHIER	30.06.17	
77	7401R	AMC OF WATER COOLER & WATER PURIFIERS-P-II	VC	30.06.17	FO	30.06.17	
78	5367R	PROPOSAL FOR MAKING BARRIES FREE BUILDING	VC	30.06.17	FO	30.06.17	
79	7176R	GUEST FACULTY FOR Ph.D COURSE (COMPUTER)	DEM	30.06.17	LDC	30.06.17	
80	7758R	HINDI PRASIKSHAN	R	30.06.17	CASHIER	30.06.17	
81	10471R	PF OF SHRI SACHIN KUMAR	R	30.06.17	FO/R	30.06.17	
82	6478R	ICSSR DOCTORAL FELLOWSHIP MR. HARIOM	DLIS	30.06.17	ARF	30.06.17	
83	10522R	NON-RECURRING ITEM	AR(S)	30.06.17	FO	30.06.17	
84	10397R	CLEANING WORK	GBS	30.06.17	FO	30.06.17	
85		T/C FILE MAINTENACE OF DG SET AT AMETHI CAMPUS	EE	30.06.17	ARF	30.06.17	
86		PURCHASE THROUGH CARD PAYMENT	GBS	30.06.17	LDC	30.06.17	
87	3345R	IRRIGATION PIPES AND RELATED MATERILAS	GBS	30.06.17	LDC	30.06.17	

88	8190R	PROPOSAL FOR MANAGEMENT STUDIES BUILDING	EE	30.06.17	FO	30.06.17	
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