

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	10633R	CSIR- POOL SCIENTIST DR. VIMAL CHANDRA PANDAY	BY HAND	19.03.18	SA/ARF/FO/REGISTRAR	21.06.18	
2	6396R	IMPREST MONEY FOR SBH	VC	09.04.18	FO/ARF/SOII/ANKIT	21.06.18	
3	11970R	STUDY TOUR FILE 2018 M.SC ZOOLOGY IV SEMESTER	DAAS	24.04.18	ANKIT/fo/arf/SOII/ANKIT/ARF/FO/ARF/SOII/ARF	21.06.18	
4		IMPREST MONEY FOR DAAS	DAAS	09.05.18	ANKIT/ARF/FO/ARF/SOII/CASHIER	21.06.18	disposed off
5	12247R	वाहन चालको के कछ हेतु कूलर पंखा व खिड़की हेतु पर्दे क्रय के संबंद	R	15.05.18	FO/ARF/SOII/UDC/ARF/FO/ARF/SOII/AR(V)	21.06.18	
6	12248R	PURCHASE OF COMPUTER PRINTER & UPS ETC	STR	15.05.18	ARF/SOII/SA/ARF/FO/ARF/SOII/CASHIER	21.06.18	disposed off
7		ADVANCE ADJUSTMENTNT FILE FOR DAAS	DAAS	16.05.18	UDC/ARF/FO/ARF/SOII/CASHIER	21.06.18	disposed off

8	8214R	SPORTS GRAOUND AREA LIGHTING WORKS	SPORTS	16.05.18	FO/ARF/S OI/SA/soi/ ARF/FO/A RF/SOI/CA SHIER	21.06.18	disposed off
9	915F	IMPREST MONEY FOR DPS	DPS	16.05.18	ANKIT/AR F/FO/ARF/ SOII/CASH IER	21.06.18	disposed off
10	10155R	RTI CELL WORKSHOP AT NAHARD & OTHERS	R	18.05.18	UDC/ARF/ FO/ARF/S OII/CASHI ER	21.06.18	disposed off
11		FOTO STATE MACHINE FUJAR KIT AND POWER SUPPLY REPARING KARANE HETU	DE	21.05.18	SA/ARF/F O/ARF/SO I/CASHIER	21.06.18	disposed off
12	8846R	ABHISHEK VERMA (CSIR-JRF) FELLOWSHIP FILE	R	21.05.18	ANKIT/FO /ARF/FO/ REGISTRA R	21.06.18	
13	12083R	PROPOSAL FOR ALMIRAH FOR UIET	R	21.05.18	SA/ARF/F O/ARF/SO I/CASHIER	21.06.18	disposed off
14	4211R	DR. R PRADHAN BBAU PURCHASE OF MEDICINE	CMO	21.05.18	FO/ARF/S OI/SA/soi/ ARF/FO/A RF/SOI/SA	21.06.18	

15		DATED 25 APRIL 2018 KO AYOJIT THIRD AKAL STUDY SARKIL MEET KI AYOJIT HETU AGRIM	HINDI	22.05.18	UDC/ARF/FO/ARF/S OII/CASHIER	21.06.18	disposed off
16		IMPREST MONEY FOR OSD AMETHI	OSD	23.05.18	FO/ARF/S OII/ANKIT /ARF/FO/ ARF/SOII/ CASHIER	21.06.18	disposed off
17	12124R	JIO MODEM FOR NET	R	23.05.18	FO/ARF/S OI/CASHIER	21.06.18	disposed off
18	12175R	PROVIDING DRINKING WATER IN UIET	EE	28.05.18	FO/ARF/S OI/SA	21.06.18	
19	4900R	IMPREST MONEY FOR ESTATE OFFICER	EE	28.05.18	FO/ARF/S OII/ANKIT	21.06.18	
20		न्यूज़ पेपर भुगतान हेतु पत्रावली	DE	29.05.18	ARF/soii/UDCO/ARF/FO/ARF/S OII/CASHIER	21.06.18	disposed off
21	12327R	REQUIREMENT OF TWO UNIT OF CONDUCTOMETRE AND PH METER DR. ANJANI KUMAR TIWARI	R	29.05.18	FO/ARF/S OI/SA	21.06.18	
22		EK BHARAT SHRESTHA BHARAT-2018 PROF.NAVEEN KUMAR ARORA	DES	29.05.18	UDC/ARF/FO/ARF/S OII/CASHIER	21.06.18	disposed off
23	8365R	REQUIREMENT OF COOLER	STR	30.05.18	UDC/ARF/SOI/SA	21.06.18	
24	6987R	PRINTING OF UNIVERSITY NAME ENVELOPES (ADVANCE OF RS 10000/-)	STR	30.05.18	FO/ARF/S OI/SA	21.06.18	

25	8650R	ELECTRICAL MAINTENANCE WORK IN CENTRAL LIBRARY	EE	30.05.18	FO/ARF/S OI/UDC/A RF/SOI	21.06.18	
26	7631R	Civil Maintenance work P-2	ee	30.05.18	FO/ARF/S OI/SA	21.06.18	
27		ADVANCE MONEY FOR DAAS	DAAS	31.05.18	FO/ARF/S OI/UDC	21.06.18	
28	12139R	PURCHASE OF LAB TABLES FOR B.TECH (EE)/UIET/BBAU/2018	UIET	31.05.18	FO/ARF/S OI	21.06.18	
29		IMPREST MONEY FOR UCP CELL-BBAU (UNIVERSITY PLACEMENT CELL)	CPC	01.06.18	ANKIT/AR F/FO/ARF/ SOII/CASH IER	21.06.18	disposed off
30		FURNITURE AND OTHER REQUIREMENT OF DEM	DEM	01.06.18	FO/ARF/S OI/SA	21.06.18	
31	12355R	AMC OF RO WATER TREATMENT PLANTS	R	01.06.18	FO/ARF/S OI/SA/ARF	21.06.18	
32	12352R	REQUIREMENT OF LAW TEMPERATURE REFRIGERATOR (-20.C) IN CHEMICAL RESEARCH LABORATORIES	DAC	01.06.18	SA/ARF/F O	21.06.18	
33	12360R	PURCHASE OF COMPUTER PRINTER & UPS ETC	STR	05.06.18	SA/ARF/F O/ARF/SO I/CASHIER	21.06.18	disposed off
34		EXTERNAL WATER CONNECTION OF EXPERIMENTAL FIELD OF DEPTT. OF ENV.MICROBIOLOGY	EE	05.06.18	FO/ARF/S OI/SA	21.06.18	
35		ADVANCE ADJUSTMENT OF DR. LEENA S SHIMBI BBAU SATELLITE CAMPUS AMETHI	OSD	05.06.18	UDC/FO/A RF/SOII/C ASHIER	21.06.18	disposed off

36		IMPREST MONEY FOR SOCIOLOGY	SOCIO	05.06.18	ANKIT/ARF/FO/ARF/SOII/CASHIER	21.06.18	
37	2567F	विधि अध्ययन विद्यापीठ भवन कार पार्किंग रोड का	EE	05.06.18	ARF/SOI/UDC/ARF/FO	21.06.18	
38	1108F	FURNITURE RRQUIREMENT	DLIS	05.06.18	SA/FO/ARF/SOI/CASHIER	21.06.18	disposed off
39	12367R	HONORARIUM AS COORDINATOR PROF. BC YADAV	R	05.06.18	FO/ARF/SOII	21.06.18	
40	8118R	TEACHING MEDICAL BILL PART II	PI.HEALTH CENTRE	05.06.18	ANKIT/ARF/FO	21.06.18	
41	11000R	UTILIZATION OF PROJECT DR.RAMESH CHANDRA + OTHER FILES	DAP	05.06.18	SA/ARF/FO/VC	21.06.18	
42		FILE FOR THE ADVANCE FOR NATIONAL CONFERENCE ON APRIL 14TH,2018 TO COMMEMORATE THE 127TH BIRTH ANNIVERSARY OF BHARAT RATNA DR.BR AMBEDKAR		06.06.18	ARF/SOII/ANKIT/ARF/FO	21.06.18	
43	7357R	RFID AND LIBRARY AUTOMATION	R	06.06.18	FO/ARF/SOI/SA	21.06.18	
44	12325R	REQUEST FOR FUND TO PRESENT THE ACCEPTED PAPER IN INTERNATIONAL CONFERENCE DR. ANJANI TIWARI	VC	06.06.18	FO/ARF/SOI/UDC	21.06.18	
45	12149R	UIET BUILDING ELECTRICAL REQUIREMENT	EE	06.06.18	ARF/SOI/SA/arf/FO	21.06.18	
46	12033R	RECRUITMENT OF JUNIOR RESEARCH FELLOW DR. SUNIL BABU GOSIPATALA	DBT	07.06.18	SA/ARF/FO/VC	21.06.18	
47	12241R	DRY CLEANING AT HONBLE VCS OFFICE	EE	08.06.18	ARF/UDC/ARF/FO	21.06.18	

48	7048R	SERVICING OF ELECTRIC LAWN MOWER	GBS	08.06.18	ARF/SOI/ARF/FO	21.06.18	
49	12394R	LTC PF OF DR. R.K. SAHU	R	11.06.18	ANKIT/ARF/FO	21.06.18	
50	8078R	AUDITORIUM DECORATION	EE	11.06.18	FO/ARF/SOI/SA/ARF	21.06.18	
51	12408R	REVISION OF LICENSE FEES OF THE UNIVERSITY STAFF QUARTERS.	EO	13.06.18	FO/ARF/SOI/SA	21.06.18	
52	12410R	MAINTENANCE OF SBBT BUILDING	EE	13.06.18	ARF/SOI/SA/ARF	21.06.18	
53		HONORARIUM DR NEHA ANAND STUDENT COUNSELING CENTRE	FW	13.06.18	FO/ARF/SOI/CASHER	21.06.18	disposed off
54	3207R	SERVICING OF TRACTOR UP32 Z-0843	GBS	13.06.18	FO/ARF/SOI/UDC	21.06.18	
55	12242R	PARAG MILK PARLER	VC	13.06.18	FO/ARF/SOI/SA	21.06.18	
56	8125R	ELECTRICAL FAULT WORKS	VC	13.06.18	fo/ARF/SOI/SA	21.06.18	
57	6870R	PHOTOCOPY MACHINE REPAIR	STR	13.06.18	sa/UDC/ARF/FO	21.06.18	
58	12413r	PURCHASE OF GRACE MARK REGISTRER FOR COE OFFICE	STR	13.06.18	SA/ARF/FO	21.06.18	
59	12405R	PURCHASE OF DESKTOP/PRINTER&UPS FOR THE DEPTT. OF HORTICULTURE		13.06.18	FO/ARF/SOI/SA	21.06.18	
60		SPECIAL LECTURE BY PROF. RAVIK MAHAJAN, DR. KALPANA MAHAJAN	RCA	13.06.18	FO/ARF/SOI/UDC	21.06.18	
61		FILE FOR ADVANCE FROM RECURRING GRANT OF ICMR PROJECT DR. YUSUF AKHTER	BIO	14.06.18	SA/ARF	21.06.18	
62		IMPREST MONEY FOR LAW	LAW	14.06.18	ANKIT/ARF/FO	21.06.18	

63	5836R	CONSTRUCTION OF STUDENT ACTIVITY CENTRE PART-3	EE	14.06.18	FO/ARF/SOI/SA	21.06.18	
64		EQUIPMENT/INSTRUMENT REPAIRING DR. JIWAN SINGH	DES	14.06.18	SA/ARF	21.06.18	
65		PURCHASING INVERTER & BATTERY FOR UNIVERSITY BOYS HOSTELS		18.06.18	ARF/FO	21.06.18	
66	12353R	REQUIREMENTS OF FUME HOOD IN CHEMICAL RESEARCH LABORATORIES DR.JAWAHAR LAL	DAC	18.06.18	ARF/FO	21.06.18	
67	12407R	AMBEDAKAR BHAVAN KE SAENEJ HETU	EO	18.06.18	ARF/FO	21.06.18	
68	12232R	ICSSR FELLOWSHIP SHRI MANSH UPADHAY	R	18.06.18	ANKIT/ARF	21.06.18	
69	8242r	APPLICATION OF PROF RP SINGH FOR APPROVAL FOR MAJOR SURGERY	R	18.06.18	ARF/SOI/ANKIT	21.06.18	
70	4218R	AMC OF AIR CONDITIONER PART-III	AE(E)	18.06.18	FO/ARF/SOI/SA	21.06.18	
71		PAYMENT FOR LUNCH ON 14 APRIL 2017 ON THE OCCASION AMBEDKAR JAYANTI	CGH	18.06.18	FO/ARF/SOI/CASHER	21.06.18	disposed off
72	12217R	equipments-dst-serb project dr. r n bhargava	DEM	18.06.18	FO/ARF/SOI/	21.06.18	
73	12381R	HRA FOR JRF DR. SUNIL BABU	R	18.06.18	FO/ARF/SOI/SA	21.06.18	
74	12153r	CONSTRUCTION WORK FOR PROTECTION OF R. AMBEDKAR STATUE	EE	18.06.18	FO/ARF/SOI/SA	21.06.18	
75		PAYMENT OF RCA CONTRACTUAL STAFF MONTH OF MARCH 2018	RCA	18.06.18	SOI/SA/ARF	21.06.18	
76	9996R	SHIKHA TRIPATHI ICSSR	DRM	18.06.18	ANKIT/ARF	21.06.18	
77		REMUNERATION BILL FOR ESE, DEC-2017	COE	18.06.18	ARF/SOI/UDC	21.06.18	
78	12403R	COMPUTER REQUIREMENT FILE	ZOOLOGY	18.06.18	FO/ARF/SOI/SA	21.06.18	

79		PHED YOGA MATS	SPORTS	19.06.18	ARF/FO	21.06.18	
80	7588R	N2,HE GASES FOR BET	VC	19.06.18	ARF/SOI/C ASHIER	21.06.18	disposed off
81		CHEMICALS ETC	VC	19.06.18	ARF/SOI/C ASHIER	21.06.18	disposed off
82	6111R	PART TIME MEDICAL ATTENDANT APPOINTMENT OF CONTRACT BASIS	VC	19.06.18	ARF/SOI/C ASHIER	21.06.18	disposed off
83	12168R	REFLING 88-A TONER	VC	19.06.18	ARF/SOI/C ASHIER	21.06.18	disposed off
84	11848R	DR. C.B ZAIDI POST DR. AMBEDKAR CHAIR	VC	19.06.18	ARF/SOI/C ASHIER	21.06.18	disposed off
85		ICSSR DOCTORAL FELLOWSHIP PAYMENT FILE MS.PRAGYA SHARMA,MS.PRITI JHA AND MS. RUCHI BHALLA	VC	19.06.18	ARF/SOII/ CASHIER	21.06.18	disposed off
86		REPAIRING OF PHOTOCOPIER MACHINE	VC	19.06.18	ARF/SOII/ CASHIER	21.06.18	disposed off
87		SALARY (DBT PROJECT) DR DEVESH KUMAR	DAP	19.06.18	ARF/SOI/C ASHIER	21.06.18	disposed off
88	3519R	JRF-DST -DR. GAURAV KAITHWAS	VC	19.06.18	ARF/SOI/C ASHIER	21.06.18	disposed off
89	12037R	FILE: REFUND OF CAUTION MONEY M.SC BIOTECHNOLOGY (2015-17)	VC	19.06.18	ARF/SOII/ CASHIER	21.06.18	disposed off
90	12444R	printing of prospectus 2018-19	STR	20.06.18	SA/ARF	21.06.18	
91	5879R	PURCHASE OF UPS	STR	20.06.18	SA/ARF	21.06.18	
92	7937R	CST UP PROJECT CONTINGENCY DR. SANGEETA SAXENA	VC	21.06.18	ARF	21.06.18	
93		TA BILL OF VC SIR	VC	21.06.18	UDC/ARF	21.06.18	
94		purchase of equipments for chemistry lab	VC	21.06.18	ARF	21.06.18	
95	11976R	T/C PF OF LTC PROF SANATAN NAYAK	R	21.06.18	ANKIT	21.06.18	
96	7934R	RESEARCH ASSISTANT FELLOWSHIP DR SANGEETA SAXENA	VC	21.06.18	ARF	21.06.18	
97	4185R	CENTRAL LIBRARY AC PLANT	VC	21.06.18	FO	21.06.18	

98		T/C MONITORING AND INVESTMENT OF FUND W.E.F.01.04.2017	VC	21.06.18	ARF	21.06.18	
99	11734R	subsistence allowance dr. vipin saxena	VC	21.06.18	ARF	21.06.18	
100	8560R	OPEN PARKING FOR AUDITORIUM	VC	21.06.18	FO	21.06.18	COMMENTS
101		ICMR PROJECT : DR.YUSUF AKHTER PI , SOUMIYA PAL	DBT	21.06.18	ARF	21.06.18	
102	3043R	SOCIAL SCIENCE JOURNALS PRINTING NMP VERMA	VC	21.06.18	FO	21.06.18	
103	12389R	AUDITORIUM MAINTENANCE WORK	VC	21.06.18	ARF	21.06.18	
104		PAYMENT OF CARTIGE AND PAPER RIM PROF. RA KHAN	VC	21.06.18	ARF	21.06.18	
105	12229R	PAYMENT OF ELECITRICITY BILL OF BBAU SATELLITE CAMPUS AMETHI	VC	21.06.18	ARF	21.06.18	
106	12308R	CLEANING OF WATER TANKS IN BBAU CAMPUS.+ 4853R	EE	21.06.18	FO	21.06.18	
107		STUDY TOUR FILE M.SC. LIFE SCIENCE-IV SEM	DAAS	21.06.18	FO/ARF/S OII/UDC	21.06.18	
108	10969R	NAD (NSDL) FILE NATIONAL ACADEMIC DEPOSITORY	COE	21.06.18	ARF	21.06.18	
109		UNNAT BHARATA ABHIYAN PROF. NAVEEN KUMAR ARORA		21.06.18	ARF	21.06.18	