

| <b>S.No</b> | <b>File.No</b> | <b>Subject</b>  | <b>From whom Received</b> | <b>Received Date</b> | <b>Sent to</b>                 | <b>Sent Date</b> | <b>Remarks</b>                 |
|-------------|----------------|---|---------------------------|----------------------|--------------------------------|------------------|--------------------------------|
| 1           | 3224/R         | T/C File of Canteen Contract (Vol-V) Photostat Shop                                       | R                         | 5.6.18               | R                              | 7.6.18           | -                              |
| 2           | -              | Result + Notification December-2017   | COE                       | 5.6.18               | COE                            | 7.6.18           | -                              |
| 3           | 12372/R        | T/c Dr. Priti Rai, Asstt. Professor, Deptt. of Hindi (Reg; Orientation Programme)         | R                         | 5.6.18               | Head, Hindi                    | 7.6.18           | For comments.                  |
| 4           | 12372/R        | Sale Proceed File- DAPS (Horticulture)  | R                         | 5.6.18               | Head, Horticulture             | 7.6.18           | Ok if as per rules.            |
| 5           | 12369/R        | AMC of Water Cooler & Water purifier Part-2 EO-BBAU/100                                   | R                         | 5.6.18               | R                              | 7.6.18           | -                              |
| 6           | 10625/R        | DBT Project- Technical Committee for the Purchase of Equipments- Dr. G Sunil Babu, DBT    | FO                        | 6.6.18               | FO                             | 7.6.18           | Has FO Verfied stock register. |
| 7           | 12359/R        | Dr. Sapana Kushwaha, Assistant Professor, DPS (Reg: Orientation Programme)                | R                         | 6.6.18               | Head, Deptt. Pharma Science    | 7.6.18           | Ok if as per rules.            |
| 8           | 5882/R         | PF of Sh. Ankit Pandey, LDC   | R                         | 6.6.18               | R                              | 7.6.18           | Ok if as per rules.            |
| 9           | 12376/R        | T/c PF of Dr. Neeraj Kumar, Asstt. Professor, DCS&IT, Amethi (Reg; Orientation Programme) | R                         | 6.6.18               | OSD, Satellitem Campus, Amethi | 7.6.18           | -                              |

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| 10 | 12085/R | JRF Recuritment File- DBT Project (Dr. Venktatesh Kumar R, Deptt. of Zoology)                                 | R                              | 6.6.18 | R                              | 7.6.18 | For comments.       |
| 11 | 12034/R | DST-SERB Project (Technical Committee for the Purchase of Equipments-03)- Dr. Sunil Babu Gosipatala, DBT      | R                              | 6.6.18 | R                              | 7.6.18 | For NA              |
| 12 | 12378/R | T/c PF of Smt. Anita Agrawal, PS, Examination (Reg; Child Care Leave)   | R                              | 6.6.18 | R                              | 7.6.18 | Ok if as per rules. |
| 13 | 12379/R | T/c PF of Dr. Sushil Pandey, Asstt. Professor, Deptt. of Satellite Campus Amethi (Reg; Orientation Programme) | R                              | 6.6.18 | OSD, Satellitem Campus, Amethi | 7.6.18 | -                   |
| 14 | 11580/R | Orientation Programme- Dr. Neesham Jaiswal, Assistant Professoer, DAAS  | R                              | 6.6.18 | Head, Zoology                  | 7.6.18 | Ok if as per rules. |
| 15 | -       | ET-2018 (315/ET/DIT/18)   | Prof. RA Khan                  | 7.6.18 | Prof. RA Khan                  | 7.6.18 | Ok if as per rules. |
| 16 | -       | Bio-Matric Attendance ET-2018   | Prof. RA Khan                  | 7.6.18 | Prof. RA Khan                  | 7.6.18 | Ok if as per rules. |
| 17 | -       | Station Leave   | OSD, Satellitem Campus, Amethi | 7.6.18 | OSD, Satellitem Campus, Amethi | 7.6.18 | Ok if as per rules. |