

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	7941R	POSTER COMPITION CELEBRATING OF 20TH FOUNDATION DAY	R	2/11/2016	Cashier	3/15/2016	dispose off
2	7985R	PRINTING & DISTRIBUTION OF INVITATION CARDS	R	2/26/2016	Cashier	3/15/2016	dispose off
3	7356R	IQAC NMP VERMA	R	2/26/2016	PROF.NMP VERMA	3/15/2016	
4	8018R	PURCHASE OF COLOURED STICKER FOR CONVOCATION	STR	2/29/2016	VC	3/15/2016	
5	3958R	JRF FELLOWSHIP FUND	VC	2/29/2016	SOII	3/15/2016	
6	8054R	चिकित्सा हेतु आर्थिक सहायता के संदर्भ में	VC	2/29/2016	R	3/15/2016	
7		JRF-2012-13 NARENDRA GUPTA.....	SOCI	3/3/2016	VC	3/15/2016	
8	5097R	WEBCASTING OF 5TH CONVOCATION	HEAD	3/4/2016	H-DIT	3/15/2016	
9		INTERNET CONNECTION OF SBBT OF MAIN BUILDING	DIR CC	3/4/2016	SOI	3/15/2016	
10	7432R	ADVANCE FOR MEETING	vc	3/8/2016	Cashier	3/15/2016	dispose off
11	6878R	Consultancy proj:G water Dr. venkatesh dutta	Head	3/9/2016	VC	3/15/2016	
12		Imprest	Head	3/9/2016	CASHIER	3/15/2016	dispose off
13	7935r	Purchase of online UPS & Fax Machine	ARS	08-03-016	VC	3/15/2016	
14	3269r	Paymnt of Electricity bill of university campus	R	3/10/2016	VC	3/15/2016	
15	3011	Minor equipment for field station	DES	3/10/2016	SOI	3/15/2016	
16	8088	Dr. Rima kumari DST-start up research grant	DES	3/10/2016	VC	3/15/2016	
17	4209	imprest money file	I & GB	3/10/2016	Cashier	3/15/2016	
18	2300	IMPREST MOney file	HINDI	3/10/2016	Cashier	3/15/2016	
19	58/RCA	NEWS PAPER PERIODICALS	RCA	3/10/2016	Cashier	3/15/2016	dispose off
20		PURCHASE OF CARTRIDGE	dam	3/10/2016	FO	3/15/2016	
21	7641	PURCHASE OF STATIONARY FOR BOM MEETING	STR	3/10/2016	STR	3/15/2016	
22	7315	PURCHASE OF TONER FOR VC SECT	STR	3/10/2016	ARF	3/15/2016	
23	6333	IMPREST	ABH	3/10/2016	Cashier	3/15/2016	dispose off

24		IMPREST	DIT	3/10/2016	arf	3/15/2016	
25	5987	3 rd book exhibition 2015-16	central library	3/11/2016	soi	3/15/2016	
26	3484R	Diesel for tractor	gbs	3/11/2016	VC	3/15/2016	
27	abh	ADJUSTMENT Of ADVANE accomodation saufest	daas	3/11/2016	CASHIER	3/15/2016	
28	7934/R	up cst project reseach assistant regarding	DBT	3/11/2016	VC	3/15/2016	
29	373/fo	imprest money file	sas	3/11/2016	STR	3/15/2016	
30	7965/R	UTILIZATION CERTIFICATE CONSTRUCTION ATIVITIES	ee	3/11/2016	EE	3/15/2016	
31	7614/R	UGC research field visit file	vc	3/11/2016	Cashier	3/15/2016	dispose off
32	3484R	Diesel for tractor	gbs	3/15/2016	FO	3/15/2016	
33	7478R	purchase of executive high revolving chair for R office	ESTT	3/14/2016	STR	3/15/2016	
34	4853R	Cleaning of water storage tank	vc	3/14/2016	EE	3/15/2016	
35		PURCHASE OF FURNITURE FOR VCS	vc	3/14/2016	str	3/15/2016	
36		Guest Faculty payment Fo/Finc/136	vc	3/14/2016	SOII	3/15/2016	
37	118No.	TRANSPORT TWO-DAY INTERNATIONAL SEMINARON 15-16FEB	SOCI	3/15/2016	steno	3/15/2016	
38		imprest	mcj	3/14/2016	ARF	3/15/2016	
39	3567R	Purchasing of plumbing goods	R	3/14/2016	arf	3/15/2016	
40	6148R	वि०वि० के तीनों गेटों पर बैरियर लगवाने के संबंध में	R	3/14/2016	SA	3/15/2016	
41	7235R	ASHOK PURUSH CHATRAVASH.....	R	3/14/2016	ARF	3/15/2016	
42	7184R	PRASASNIK BHAWAN KA VIDYUT....	R	3/14/2016	arf	3/15/2016	
43	7029R	Purchase of chemical glassware& plasticware 2015-16	R	3/14/2016	ARF	3/15/2016	
44	4265R	कुलपति कार्यालय का अनुरक्षणीय कार्य	R	3/14/2016	arf	3/15/2016	
45	8096R	estate maintenance works P-2	R	3/14/2016	LDC	3/15/2016	
46	3228R	IMPREST	R	3/14/2016	ARF	3/15/2016	
47	7652R	Volleyball court	R	3/14/2016	LDC	3/15/2016	
48	5082R	Cash advance	R	3/14/2016	arf	3/15/2016	
49	7399R	MALTI FUNCTIONAL PRINTER BIJAK	R	3/14/2016	arf	3/15/2016	

50	4440R	अतिथि गृह में विभिन्न प्रकार के कार्यों के निर्माण एवं मरम्मत के संबंध में	R	3/14/2016	ARF	3/15/2016	
51	8008r	attending for seminar	R	3/14/2016	LDC	3/15/2016	
52	7370R	Book-stoppers	R	3/14/2016	arf	3/15/2016	
53	8060r	Two day national seminar	R	3/14/2016	FO	3/15/2016	
54	8086r	national symposium on dr.br ambedkar.....	R	3/14/2016	STENO	3/15/2016	
55	5963R	Imprest	R	3/14/2016	ARF	3/15/2016	
56	8078r	auditorium decoration	R	3/14/2016	SA	3/15/2016	
57	8068r	construction of cc floor near.....	R	3/14/2016	SA	3/15/2016	
58	8077r	ichr proj	R	3/14/2016	sa	3/15/2016	speak
59	7300r	केन्द्रीय पुस्तकालय अनु० कार्य	R	3/14/2016	SA	3/15/2016	
60	7631R	Civil Maintenance work P-2	R	3/14/2016	arf	3/15/2016	
61	5058r	PROPOSAL FOR GRANT FROM THE VC'S	R	3/14/2016	arf	3/15/2016	
62	7005R	PF OF SHRI ISHWAR CHANDRA V-II+1FILE ATTACHED	R	3/15/2016	LDC	3/15/2016	
63	3679R	ACTIVATION OF CSIR-JRF OF MR. ATUL	R	3/15/2016	STENO	3/15/2016	
64	7955R	RGNF- SRF RAM PRAKASH	academic	3/15/2016	STENO	3/15/2016	
65	7473R	3rd LUSCON Scie.congress		3/15/2016	SA	3/15/2016	
66		IMPREST	RCA	3/15/2016	steno	3/15/2016	
67	8092r	TRAVEL OF DR. GR DWIVEDI-PDF	R	3/15/2016	SA	3/15/2016	
68	8124R	TELEPHONE BILL FILE	R	3/15/2016	LDC	3/15/2016	
69	4189R	AMC CEILING FANS & EXAUST FANS P-2	R	3/15/2016	STENO	3/15/2016	
70	8125R	ELECTRICAL FAULT WORKS	R	3/15/2016	sa	3/15/2016	
71	3824R	UP32FK2928	R	3/15/2016	LDC	3/15/2016	
72	3968R	MEDICAL REIMBERSMENT FOR NON TEACHING STAFF	VC	3/11/2016	SOII	3/15/2016	
73	6690R	PURCHASE OF FURNITURE FOR COMPUTER LAB			H-DAM	3/15/2016	

74	7357R	RFID AND LIBRARY AUTIMATION	VC	3/15/2016	FO	3/15/2016	
75	4558R	WEBSITE DESIGN	DST	3/15/2016	STENO	3/15/2016	
76	8122R	INTERNATIONAL JOURNAL OF SS&DP	VC	3/15/2016	FO	3/15/2016	
77	7465R	Payment of letter pad etc.	VC	3/15/2016	ldc	3/15/2016	
78	7934R	UPCST PROJ.- RECRUITMENT OF RESEARCH ASSISTANT	VC	3/15/2016	ARF	3/15/2016	
79	8018R	PURCHASE OF COLOURED STICKER FOR CONVOCATION	VC	3/15/2016	ARF	3/15/2016	
80	8088R	Dr. Rima kumari DST-start up research grant	VC	3/15/2016	ARF	3/15/2016	
81		JRF-2012-13 NARENDRA GUPTA.....	VC	3/15/2016	ARF	3/15/2016	
82		ADVANCE TO CHIEF MEDICAL OFFICER FOR HEALTH CENTRE	VC	3/15/2016	FO	3/15/2016	
83		PURCHASE OF TALLY SOFTWARE	VC	3/15/2016	ARF	3/15/2016	
84	6878R	Consultancy proj:G water Dr. venkatesh dutta	VC	3/15/2016	ARF	3/15/2016	
85	6357R	EQUIPMENT FOR REPAIRING	MCJ	3/15/2016	LDC	3/15/2016	
86	5396R	Payment for M/S security solution services			VC	3/15/2016	
87	6028R	i=dkfjrk ,oa tulapkj foHkkx ds ,e0fQy l= 2014-15 ds {kk=ksa dh 'ks"k cph 'qkYd okilh ds laca/kh	MCJ	3/15/2016	FO	3/15/2016	
88	7651R	IMPREST	vc	3/15/2016	FO	3/15/2016	
89	3269R	Payment of Electricity bill of University Campus	VC	3/15/2016	ARF	3/15/2016	
90	7935R	Purchase of online UPS & Fax Machine	VC	3/15/2016	ARF	3/15/2016	