

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	7938R	CIRCULAR	R	2/22/2016	VC	3/18/2016	
2	7144R	PF OF DR SHALINI CHANDRA	R	3/1/2016	fo	3/18/2016	
3	7680R	PROVIDING SERVICE OF MIRNA SEQUENCING & ANALYSIS .....	R	3/2/2016	acad	3/18/2016	
4	7861R	RGNF- ANURAG RAWAT	daas	3/3/2016	FO	3/18/2016	
5		AUDITORIUM CURTAIN REPAIR WORKS	AE (ELECT)	3/4/2016	FO	3/18/2016	
6	8087	DR. A k Yadav life membership of ISCA	DAP	3/10/2016	acad	3/18/2016	
7	4066	Festival Advance Part-II	VC	3/10/2016	Cashier	3/18/2016	dispose off
8	3346	PURCHASE OF BUSH CUTTER	GBS	3/10/2016	soi	3/18/2016	
9	5987	3 rd book exhibition 2015-16	central library	3/11/2016	lib	3/18/2016	
10	6148R	वि०वि० के तीनों गेटों पर बैरियर लगवाने के संबंध में	R	3/14/2016	FO	3/18/2016	
11	8096R	estate maintenance works P-2	R	3/14/2016	fo	3/18/2016	
12	7146R	PF OF DR. ALKA	R	3/14/2016	fo	3/18/2016	
13	7954R	FIXING OF ELECTRICAL CONDUITS AND BOARD	R	3/14/2016	FO	3/18/2016	
14	7399R	MALTI FUNCTIONAL PRINTER BIJAK	R	3/14/2016	H-WARDEN	3/18/2016	dispose off
15	8075R	CONTRACTORS REFUND MONEY	R	3/14/2016	fo	3/18/2016	
16	7873R	ONLINE UPS AND INVERTER	R	3/14/2016	lib	3/18/2016	
17	8086r	national symposium on dr.br ambedkar.....	R	3/14/2016	FO	3/18/2016	
18	8079r	area lighting	R	3/14/2016	FO	3/18/2016	
19	8078r	auditorium decoration	R	3/14/2016	FO	3/18/2016	
20	8068r	construction of cc floor near.....	R	3/14/2016	eo	3/18/2016	
21	6576R	purchase of UPS	R	3/14/2016	FO	3/18/2016	
22	7955R	RGNF- SRF RAM PRAKASH	academic	3/15/2016	acad	3/18/2016	
23	7473R	3rd LUSCON Scie.congress		3/15/2016	h-dem	3/18/2016	
24	8092r	TRAVEL OF DR. GR DWIVEDI-PDF	R	3/15/2016	vc	3/18/2016	
25	4189R	AMC CEILING FANS & EXAUST FANS P-2	R	3/15/2016	Cashier	3/18/2016	dispose off
26	4558R	WEBSITE DESIGN	DST	3/15/2016	dst-cpr	3/18/2016	
27	6723R	PURCHASE OF COMPUTERS & OTHER EQUIPM	STR	3/16/2016	FO	3/18/2016	
28	7485R	PURCHASE OF MOBILE SET FOR FO ADVANCE RS-15000/-	STR	3/16/2016	CASHIER	3/18/2016	dispose off

29		Remuneration for Ph.D thesis evaluation & Viva-voce	COE	3/16/2016	fo	3/18/2016	
30	6006R	CONTINGENCY PDF		3/16/2016	FO	3/18/2016	
31	7937R	CST UP PROJ ACCOUNT OPENING	R	3/16/2016	FO	3/18/2016	
32	7197R	application cuh	VC	3/16/2016	STR	3/18/2016	
33		9TH (ICAS9)	DPS	3/17/2016	acad	3/18/2016	
34	624F	M.sc Imprest	dap	3/17/2016	FO	3/18/2016	
35	7268R	PAYMENT FOR NEWSPAPER&MAGAZINE		3/17/2016	fo	3/18/2016	
36	915F	IMPREST	HOD	3/17/2016	FO	3/18/2016	
37	7445R	PURCHASE OF UNIVERSITY LIB ITEMS	LIB	3/17/2016	fo	3/18/2016	
38	7925R	PURCHASE OF CURTAIN	VC	3/17/2016	h-dcs	3/18/2016	
39	3779R	purchase of postal stamp	R	3/18/2016	steno	3/18/2016	
40	7923R	UNIVERITY TOLL-FREE NO.	R	3/18/2016	LDC	3/18/2016	
41	6027R	Dr. Rima kumari DST-start up YS CONTINGENCY	R	3/18/2016	SA	3/18/2016	
42	6079R	Proposal for National Seminar	R	3/18/2016	STENO	3/18/2016	
43	1830F	CSIR-OSDD	R	3/18/2016		3/18/2016	
44	102NO.	IMPREST	R	3/18/2016	STENO	3/18/2016	
45	3813R	CONTINGENCY- ANIMAL HOUSE	R	3/18/2016	SA	3/18/2016	
46		M.PHIL COURSE	HOD	3/18/2016	LDC	3/18/2016	
47		imprest	hod	3/18/2016	steno	3/18/2016	
48	5579R	JRF KAMLESH KUMAR VERMA	dcs	3/18/2016	steno	3/18/2016	
49	107no	imprest	dcs	3/18/2016	steno	3/18/2016	
50	3613R	SCANNING ELECTRON MICROSCOPE SERVICE	usic	3/18/2016	sa	3/18/2016	
51	3855R	IMPREST	uier	3/18/2016	steno	3/18/2016	
52	5952R	JRF FELLOWSHIP OF MS. SUCHITRA DIWAKER	vc	3/18/2016	CASHIER	3/18/2016	dispose off
53	7999R	ESTABISHMENT OF NURSERY	vc	3/18/2016	fo	3/18/2016	
54	14no	imprest	sbbt	3/18/2016	steno	3/18/2016	
55	5343R	INTERNET ACCESS+1FILE	R	3/18/2016	sa	3/18/2016	
56	3919R	landline bill payment	R	3/18/2016	ldc	3/18/2016	
57		up32dd5255	R	3/18/2016	LDC	3/18/2016	
58	4666R	UP32CX6091	R	3/18/2016	LDC	3/18/2016	

59	8068r	construction of cc floor near.....	R	3/18/2016	SA	3/18/2016	
60	4009R	IMPREST	ESTT	3/18/2016	STENO	3/18/2016	
61		PURCHASE OF 20NOS JUTE BAG ADVANCE RS-10000/-	STR	3/18/2016	LDC	3/18/2016	
62		PURCHASE OF MOSQUITO NET FOR VC CAMP OFFICE	STR	3/18/2016	LDC	3/18/2016	
63	7011R	SET UP OF STRUCTURE ANALYSIS LAB	STR	3/18/2016	SA	3/18/2016	
64		PURCHASE OF FURNITURE FOR VCS	STR	3/18/2016	SA	3/18/2016	
65	373F	IMPREST	STR	3/18/2016	STENO	3/18/2016	
66	4232R	Dr.RN Bhargava Contingency-DST-SERB Proj	STR	3/18/2016	SA	3/18/2016	
67	4150R	Registrar mobile bill payment file	R	3/18/2016	FO	3/18/2016	
68		IMPREST	DAAS	3/18/2016	STENO	3/18/2016	
69	8017R	PURCHASE OF CHEMICAL DST PROJ	DBT	3/18/2016	SA	3/18/2016	
70		ADVANCE/IMPREST	DAAS	3/18/2016	STENO	3/18/2016	
71		ADVANCE/ADJUSTMENT	DAAS	3/18/2016	LDC	3/18/2016	
72		ADVANCE/IMPREST	DAAS	3/18/2016	LDC	3/18/2016	
73		ADVANCE IMPREST FOR FOOD AND CATERING	DAAS	3/18/2016	SOI	3/18/2016	
74		TRANSPORTATION COMMITTEE	DAAS	3/18/2016	SOI	3/18/2016	
75	7889R	PRINTING COMMITTEE	DAAS	3/18/2016	SOI	3/18/2016	
76		ACCOMMODATION COMMITTEE	DAAS	3/18/2016	SOI	3/18/2016	
77	7890R	PECEPTION,REGISTATION AND....	DAAS	3/18/2016	SOI	3/18/2016	
78	7888R	FOOD AND CATERING COMMITTEE	DAAS	3/18/2016	SOI	3/18/2016	
79		COMPERING, CULTURAL AND TECHNICAL SESSION COOMITTEE	DAAS	3/18/2016	SOI	3/18/2016	
80		ADVANCE IMPREST FOR COMERING.....	DAAS	3/18/2016	SOI	3/18/2016	