

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	7144R	PF OF DR SHALINI CHANDRA	R	3/1/2016	ldc	3/29/2016	
2	7920R	PF OF MS. RAJSHREE	R	3/1/2016	ldc	3/29/2016	
3	3613R	SCANNING ELECTRON MICROSCOPE SERVICE	DES	3/3/2016	USIC	3/29/2016	
4	7676r	Purchase of Battery for Examination Section	VC	3/9/2016	Cashier	3/29/2016	dispose off
5	3034	5(317)17 TH & final bill of auditorium	EE	3/10/2016	arf	3/29/2016	
6	8000r	Workshop on Fundamentals of Animal Cell Culture and functional applications	vc	3/14/2016	FO	3/29/2016	
7	3231r	up32fr5768	R	3/14/2016	SOII	3/29/2016	
8	8096R	estate maintenance works P-2	R	3/14/2016	eo	3/29/2016	
9	7146R	PF OF DR. ALKA	R	3/14/2016	ldc	3/29/2016	
10	7954R	FIXING OF ELECTRICAL CONDUITS AND BOARD	R	3/14/2016	ae(e)	3/29/2016	
11	8075R	CONTRACTORS REFUND MONEY	R	3/14/2016	CASHIER	3/29/2016	dispose off
12	8078r	auditorium decoration	R	3/14/2016	arf	3/29/2016	
13	6723R	PURCHASE OF COMPUTERS & OTHER EQUIPM	STR	3/16/2016	Cashier	3/29/2016	dispose off
14	3592R	Purchase of toner for Photocopier machine	STR	3/16/2016	str	3/29/2016	
15	7356R	IQAC NMP VERMA	DE	3/16/2016	Prof. NMP Verma	3/29/2016	
16	8136R	DAS RESEARCH LAB SBBT REQUIREMENT	R	3/16/2016	Cashier	3/29/2016	dispose off
17	7937R	CST UP PROJ ACCOUNT OPENING	R	3/16/2016	sa	3/29/2016	
18	8129R	INAUGRAL STONE OF BOTANICAL GARDEN	R	3/16/2016	Cashier	3/29/2016	dispose off
19		POLICY MODELLING LAB	DST	3/17/2016	sa	3/29/2016	
20		PRINTING OF CITATION	COE	3/17/2016	CASHIER	3/29/2016	dispose off
21	4707R	PF OF SHRI SK GOEL VOL-3	ESTT	3/17/2016	steno	3/29/2016	

22	7664R	PF OF MS SUFIYA AHMED	ESTT	3/17/2016	ldc	3/29/2016	
23	7239R	T/C PF OF DR. RASHIDA ATHER	ESTT	3/17/2016	FO	3/29/2016	
24	4151R	PURCHASING OF TUBEROSE AND FO	DAPS	3/17/2016	co-b.voc	3/29/2016	
25	7008R	CHEMICAL REQUIREMENT FILE	DAAS	3/17/2016	SA	3/29/2016	
26	3813R	CONTINGENCY- ANIMAL HOUSE	R	3/18/2016	CASHIER	3/29/2016	dispose off
27		PURCHASE OF 20NOS JUTE BAG ADVANCE RS-10000/-	STR	3/18/2016	SOII	3/29/2016	
28		PURCHASE OF FURNITURE FOR VCS	STR	3/18/2016	STR	3/29/2016	
29	4232R	Dr.RN Bhargava Contingency-DST-SERB Proj	STR	3/18/2016	vc	3/29/2016	
30	6396R	IMPREST	R	3/21/2016	FO	3/29/2016	
31		4TH LUCKNOW SCIENCE CONGRRESS LUSCON-16	VC	3/21/2016	FO	3/29/2016	
32		purchase of cartridge	dam	3/21/2016	Cashier	3/29/2016	dispose off
33	4703R	Advance/imprest	lib	3/21/2016	FO	3/29/2016	
34	7587R	Modular lab furniture shifting and installation	head	3/28/2016	FO	3/29/2016	
35	3934r	seed money for assistant professors jay shankar singh	svc	3/28/2016	DES-Dr.Jay Shankar singh	3/29/2016	
36	7336R	tcfn monitering investment	vc	3/28/2016	SOII	3/29/2016	
37	8008R	attendig for seminar	hod	3/28/2016	FO	3/29/2016	
38	7400R	Termite treatment in the Main Auditorium	R	3/28/2016	eo	3/29/2016	
39	8066R	Aluminium Ladder Part-II	R	3/28/2016	arf	3/29/2016	
40	1828F	Imprest	DPR	3/29/2016	STENO	3/29/2016	
41	3857R	BANK ACCOUNT 201314	VC	3/28/2016	Cashier	3/29/2016	dispose off
42	6006R	CONTINGENCY PDF	VC	3/28/2016	Cashier	3/29/2016	dispose off
43	4573R-2	Field visit & workshops	VC	3/28/2016	Cashier	3/29/2016	dispose off

44	4573R-1	Field visit & workshops	VC	3/28/2016	Cashier	3/29/2016	dispose off
45	6148R	वि०वि० के तीनों गेटों पर बैरियर लगवाने के संबंध में	VC	3/28/2016	Cashier	3/29/2016	dispose off
46	3519R	JRF-DST	VC	3/28/2016	Cashier	3/29/2016	dispose off
47		Remuneration for Ph.D thesis evaluation & Viva-voce	VC	3/28/2016	Cashier	3/29/2016	dispose off
48	3734R	PURCHASE OF TONER OF SHARP COPIER	VC	3/28/2016	Cashier	3/29/2016	dispose off
49	8093R	CONSUMABLES- PDF-DES	VC	3/28/2016	h-des	3/29/2016	
50	3341R	PROCUREMENT OF LIB SERVER	VC	3/28/2016	LIB	3/29/2016	
51	15NO	ADVANCE SPORTS OFFICE	SPORTS	3/29/2016	LDC	3/29/2016	
52	7528R	T/C PROF. RAM CHANDRA	estt	3/29/2016	ldc	3/29/2016	
53	3645R	TRANSFER OF STUDENTS FEE OF GH IN TO UNI. ACCO.	SGH	3/29/2016	LDC	3/29/2016	
54	8184r	SUBSTATION ERECTION WORK	R	3/29/2016	arf	3/29/2016	
55	4308R	REPAIRING & PAINTING OF ENGINEERING SEC.	R	3/29/2016	SA	3/29/2016	
56	4307R	ALUMINIUM PARTITION WORK FOR DIT+1 file	R	3/29/2016	sa	3/29/2016	
57	126NO	विशिष्ट उधानीकरण कार्य	R	3/29/2016	arf	3/29/2016	
58	7066r	road repair in uni. Campus	R	3/29/2016	sa	3/29/2016	
59	5987r	3RD BOOK EXHIBITION 2015-16	VC	3/29/2016	FO	3/29/2016	
60	8044R	MHRD MEETING	VC	3/29/2016	FO	3/29/2016	
61	3940R	112/JRF (2012-13)	VC	3/29/2016	FO	3/29/2016	
62	7981R	PURCHASE OF PRINTER	VC	3/29/2016	STR	3/29/2016	
63	6508R	FWLL TELEPHONE BILL PAYMENT P-2	VC	3/29/2016	Cashier	3/29/2016	dispose off
64	3393R	medical reimbursement (Teaching)	VC	3/29/2016	Cashier	3/29/2016	dispose off
65	6701R	PHOTOCOPY WORK FOR UNI. LIB	VC	3/29/2016	FO	3/29/2016	
66	8087R	LIFE MEMBERSHIP OF ISCA DR, A K YADAV	R	3/29/2016	STENO	3/29/2016	

67	5650R	CASH ADVANCE P-2			Cashier	3/29/2016	dispose off
68		MEDIA/PUBLICATION COMMITTEE	mcj	3/29/2016	sa	3/29/2016	
69		media centre meeting	mcj	3/29/2016	ldc	3/29/2016	
70	6217R	Awareness programe	de	3/29/2016	fo	3/29/2016	
71	7965/R	UTILIZATION CERTIFICATE CONSTRUCTION ACTIVITIES		3/29/2016	SA	3/29/2016	
72		URGENT SPORTS REQUIREMENT FOR SPORTS FESTIVAL-16	SPORTS	3/29/2016	ldc	3/29/2016	
73	5879R	PURCHASE OF UPS	CC	3/29/2016	SA	3/29/2016	
74	5926R	REQUIREMENT FOR HPLC	STR	3/29/2016	SA	3/29/2016	
75	8170R	RCA PATH POND & GARDEN/LAWN			EE	3/29/2016	
76	7478R	purchase of executive high revolving chair for R office			Cashier	3/29/2016	dispose off
77	7090R	PURCHASE OF RO& WATER COOLER FOR K.B.H			Cashier	3/29/2016	dispose off
78		adjustment of the advance of Rs-20000/-	soe	3/29/2016	fo	3/29/2016	
79	5960r	REQUIREMENT OF COMPUTER/PRINTER	vc	3/29/2016	fo	3/29/2016	
80	7695R	CASH ADVANCE P-3	vc	3/29/2016	arf	3/29/2016	
81	7873R	ONLINE UPS AND INVERTER	vc	3/29/2016	fo	3/29/2016	
82	4232R	Dr.RN Bhargava Contingency-DST-SERB Proj	vc	3/29/2016	arf	3/29/2016	
83		CULTUREAL PROGRAMME INDEPENDENCE DAY REQUEST FOR FUND	vc	3/29/2016	fo	3/29/2016	
84	2687F	ADVANCE/ADJUSTMENT	vc	3/29/2016	arf	3/29/2016	
85	8154r	estate maintenance -2	vc	3/29/2016	ARF	3/29/2016	
86	7966R	WI-FI PCI LAN CARDS	vc	3/29/2016	arf	3/29/2016	
87	8028R	PARTITION WORK	vc	3/29/2016	arf	3/29/2016	
88	7072R	218/2ND NATIONAL CONFERENCE ON INFORMATION SECURITY.....	vc	3/29/2016	arf	3/29/2016	

89	6027R	Dr. Rima kumari DST-start up YS CONTINGENCY	vc	3/29/2016	arf	3/29/2016	
90	4876R	SUPPLY OF ELECTRICAL	vc	3/29/2016	fo	3/29/2016	
91		Ambedkar jayanti-2016 food & pandal committee	vc	3/29/2016	fo	3/29/2016	
92		EPABX	VC	3/29/2016	FO	3/29/2016	