

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	4265 R	कूलापति कार्यालय का अनुराच्छनीय कार्य Part-3, 5(196)/08	EE	3.2.15	FO	14/Mar	For Needfull
2	5620 R	Constitution of Planning Board.	PIC/Estt	20.1.16	AR/Estt	14/Mar	For Discuss
3	7978 R	XVI Advisory Committee Meeting for SC/ST Cell with two more File	VC	22.2.16	DR-SC/ST	14/Mar	For need full.
4	5485 R	Complaint File DBT	DR/Legal	24.2.16	VC	14/Mar	For approval
5	3491 R	requirment of computer, RCA	AR/Snp	26.2.16	VC	14/Mar	For approval
6	4067 R	Committee for Creation of Mosquito mesh.5(497)/14	EE	26.2.16	FO	14/Mar	For need full.
7	7145 R	PF of Dr. Pranav Kr. Anand, Asstt. Prof. D. Eco.	PIC/Estt	26.2.16	VC	14/Mar	For approval
8	7234 R	Extention of Examination Hall. 5(574)/2015	IAO	26.2.16	EE	14/Mar	For need full.
9	7899 R	Constitution of Building Committee, 5(191)/2002	PIC/Esstt	29.2.16	VC	14/Mar	For approval
10	7285 R	Progress Review Of the Works Costing More Than Rs, 10 Crores. 5(579)/2015.	PIC/Estt	1.3.16	VC	14/Mar	For approval
11	8029 R	T/C Genral Office Order.	PIC/Estt	1.3.16	VC	14/Mar	For approval
12	7598 R	T/C PF of Shri Rama Shankar Singh FO.	PIC/Estt	1.3.16	AR/Estt	14/Mar	For need full.
13	7958 R	T/C PF Of sh. NKS More,	PIC/Estt	1.3.16	VC	14/Mar	For approval

14	7029 R	Purchases of Chemical Glassware (2015-16)	Hod	1.3.16	FO	14/Mar	For need full.
15	6601 R	Nilesh Kumar, PA	PIC/Esstt	1.3.16	VC	14/Mar	For approval
16	7837 R	Approval for Registration Form, NSS	PIC/Esstt	1.3.16	AR/Esstt	14/Mar	For need full.
17	7967 R	छतवे दीकछंत समारोह हेतु बुके खरीदने के संबंध मे/	PIC/Esstt	1.3.16	AR/Esstt	14/Mar	For need full.
18	8066 R	Aluminium Ladder 5(350)/2012 PART-2.	EE	1.3.16	AR/Vehi	14/Mar	For need full.
19	8067 R	Action Taken Report ATR	AR/A	1.3.16	VC	14/Mar	For approval
20	3231 R	UP- 32-FR -5768 Etios Diesel	AR/Vehi.	2.3.16	FO	14/Mar	For need full.
21	4703 R	Advance/ Imprest for library	Librarian	2.3.16	FO	14/Mar	For need full.
22	6818 R	Appointmeant of Heads Of Various Departemaent Of University. VOLL-II.	VC	2.3.16	AR/Esstt	14/Mar	For need full.
23	4311 R	Civil maintinance Work 5(457)/14	AR/Snp	2.3.16	VC	14/Mar	For approval
24	6017 R	Institutinal ethical Committee,DBT, BBAU	HoD	2.3.16	VC	14/Mar	For approval
25	7631 R	Civil maintinance Work 5(457)/15. PART-2.	EE	2.3.16	FO	14/Mar	For need full.
26	7697 R	Construction of Student Activity Center. Part-2, 5(549)/2015	EE	2.3.16	VC	14/Mar	For approval
27	3228 R	Imprest Mony Of the Exn Office 5(430)13	EE	2.3.16	FO	14/Mar	For need full.

28	3887 R	100 शायीका महिला ऐवम पुरुष छात्रावास मे कॉमन हाल का निर्माण, 5(400)/13.	EE	2.3.16	IAO	14/Mar	For need full.
29	7184 R	प्रशासनिक भवन का विदुतीय अनुरक्षणीय कार्य 5(25)/15 भाग-4	EE	2.3.16	FO	14/Mar	For need full.
30	4426 R	LED/ Electronic Sign Board Main Gate No. 1 & 3	EE	2.3.16	FO	14/Mar	For need full.
31	8068 R	Construction of CC floor near A-Type Residence.	EO	2.3.16	FO	14/Mar	For need full.
32	8069 R	Co-Operative General Store	EO	2.3.16	VC	14/Mar	For approval
33	7910 R	Acadmic Activity file-2 Original file retained wit Acadmic sec. Dr. S. Maji.	Hod	2.3.16	FO	14/Mar	For need full.
34	6963 R	Utilization certificate, of 11th plan construction works. 5(439)/14	EE	2.3.16	EE	14/Mar	For need full.
35	4876 R	Supply of Electrical Goods. 5(535)/2014	EE	2.3.16	IAO	14/Mar	For need full.
36	5580 R	आदेश और सूचना का अनुवाद	HO	2.3.16	HO	14/Mar	For need full.
37	8072 R	Rate Contract for Chemicals, Glasswares ,Plasticwares, Cartridge , tonner & Medicin	AR/Snp	2.3.16	VC	14/Mar	For approval
38	4799 R	राजभाषा कार्यान्ववन समिति की बैठक	HO	2.3.16	VC	14/Mar	For approval
39	8074 R	T/C PF of Ms. Bhumika Ranjan	PIC/Esstt	3.3.16	VC	14/Mar	For approval
40	7149 R	PF of Dr. Rmesh Kr. Chaturvedi, Asstt. Prof. DRM	PIC/Estt	3.3.16	AR/Estt	14/Mar	For need full.
41	3523 R	Promotion of driver/ Transfer of Cader, of Safaiwala/ Chawkidar to the Peon Cader.	PIC/Estt	3.3.16	VC	14/Mar	For approval

42	8075 R	Contract Refunde mony.	EO	3.3.16	FO	14/Mar	For need full.
43	7370 R	Book Stoppers for Central Library.	Librarian	3.3.16	FO	14/Mar	For need full.
44	6576 R	Purchase Of UPS.	Dean	3.3.16	FO	14/Mar	For need full.
45	8077 R	ICHR Project Dr. Renu Pandey.	HoD	3.3.16	FO	14/Mar	For need full.
46	8078 R	Auditorium Decoration 5(15)2016	AE	3.3.16	FO	14/Mar	For need full.
47	8079 R	Area Lighting 5(14)/16	AE	3.3.16	FO	14/Mar	For need full.
48	6767 R	Approval For Attending Conference Dr. Jyoti Pandey.	AR/A	3.3.16	HoD/DAC	14/Mar	For need full.
49	7124 R	Write off Items: DES	HoD	3.3.16	AR/A	14/Mar	For need full.
50	4008 R	Fellowship RGNF ,2011-12, DHR	AR/A	3.3.16	AR/A	14/Mar	For need full.
51	3519 R	JRF-DST, Dr. Gaurav Kaithwas	Cor/Pharm	3.3.16	VC	14/Mar	For approval
52	6175 R	JRF Payment Chandra Shekhae Saini	HoD	3.3.16	AR/A	14/Mar	For need full.
53	5963 R	Imprest Money File.	Warden	3.3.16	FO	14/Mar	For need full.
54	4519 R	MOU between IISR with BBAU.& Others.with Explanation file	AR/A	3.3.16	AR/A	14/Mar	For need full.
55	7966 R	Wi-Fi PCI Lan Card.	Hod	3.3.16	VC	14/Mar	For approval

56	8086 R	National Symposium on Dr. B.R. Ambedkar and the Making Consitution of Indian. Prof. Ripu	Hod	3.3.16	FO	14/Mar	For need full.
57	8089 R	T/C PF of Neetu Singh. Asstt.Prof. HD&FS	PIC/Estt	4.3.16	VC	14/Mar	For approval
58	4866 R	PF of Preeti Gupta, Asst. Prof.	PIC/Estt	4.3.16	AR/Estt	14/Mar	For need full.
59	7664 R	PF of Ms. Sufiya Ahmad, Lecturer, D.Law.	FO	4.3.16	AR/Estt	14/Mar	For need full.
60	7832 R	Instrumentes Repairing.	AR/Snp	8.3.16	AR/Snp	14/Mar	For need full.
61	4906 R	BRaille SECTION	AR/Snp	8.3.16	AR/Snp	14/Mar	For need full.
62	5613 R	MHRD/UGC, Corespondence.	PIC/Estt	8.3.16	AR/Estt	14/Mar	For need full.
63	3599 R	T/C PF of Dr. Manoj Kumar, assist. Prof. DCS	PIC/Estt	8.3.16	AR/Estt	14/Mar	For need full.
64	8096 R	Estate Maintinance Works Part-2,	EO	8.3.16	FO	14/Mar	For need full.
65	8102 R	Circular, Regarding the Chemicales Plasticware / Glassware.	VC	9.3.16	AR/Snp	14/Mar	For need full.
66	6644 R	Purchase of Furniture fgor New Faculty/ Officer/Staff.	VC	9.3.16	AR/Snp	14/Mar	For need full.
67	8043 R	RGNF Ms. Priyanka Verma.	AR/A	9.3.16	AR/A	14/Mar	For need full.
68	7652 R	Volley ball Court for Hostel.	Warden	9.3.16	FO	14/Mar	For need full.
69	7146 R	PF of Dr. Alka, Asstt. Prof. DIT	PIC/Estt	9.3.16	FO	14/Mar	For need full.

70	7984 R	Transformer Maintenance Work 5(12)/Elect/2016	AE	9.3.16	IAO	14/Mar	For need full.
71	7954 R	Fixing of electricity conduits and board Admin Bulding-II floor.	AE	9.3.16	FO	14/Mar	For need full.
72	8058 R	Acadmic Activies of Prof. Sanjay Kumar.	AR/A	9.3.16	HoD	14/Mar	For need full.
73	5082 R	Cash Advance..	EO	9.3.16	FO	14/Mar	For need full.
74	8103 R	Advance for Academic Activity. S.Maji.	HoD	9.3.16	AR/Estt	14/Mar	For need full.
75	6890 R	213/Tow days workshop on CBCS/DIT/2015	HoD	9.3.16	VC	14/Mar	For approval
76	7440 R	Advance for 103th Indian Science Congress.2016 Held at Univ. of Mysore	HoD	9.3.16	FO	14/Mar	For need full.
77	7975 R	international conference on Nano science / Nano Tec.	AR/A	9.3.16	EO	14/Mar	For need full.
78	6228 R	Mr.Ratindra Gautam/JRF/DAP/BBAU/2015	AR/A	9.3.16	AR/A	14/Mar	For need full.
79	8106 R	T/C PF of Dr. Brijesh Kumar, Assistant Prof. Sociology.	DR/Legal	9.3.16	VC	14/Mar	For approval
80	7399 R	मल्टी -फड्क्स्नल प्रिंटर बीजक के आधार पर खरीदने से संबन्धित पत्रवाली	Warden	9.3.16	FO	14/Mar	For need full.
81	8081 R	Reply of rajya sabha Question.	Dsw	10.3.16	DR-SC/ST	14/Mar	For need full.
82	8107 R	Approval for name Holder Plates.	Warden	10.3.16	DSW	14/Mar	For need full.
83	3888 R	Maintinance work of SES Building, 5(372)/13	FO	10.3.16	EE	14/Mar	For need full.

84	7253 R	Open Gate & MS Railing of Botanical Garden. 5(578)/2015	FO	10.3.16	EE	14/Mar	For need full.
85	7988 R	Academic Activities Dr. Deepa H. Dewiadi	AR/A	10.3.16	Dr.Deepa H. D	14/Mar	For need full.
86	7887 R	T/C PF of Dr. Yuvana Satya Priya, RCA, CCL.	PIC/Esstt	10.3.16	AR/Esstt	14/Mar	For need full.
87	4131 R	Recruitment of Project Fellow Dr. V. Elangovan.	Hod	10.3.16	AR/A	14/Mar	For need full.
88	8109 R	Application for the post of Ass. Proff. Dr. Richa Kothari.	Hod	10.3.16	AR/Esstt	14/Mar	For need full.
89	3622 R	Imprest Mony, Tele Phone Section	FO	10.3.16	AR/Tele	14/Mar	For need full.
90	4006 R	Ms. Bela Turkey Kaushal, RGNF. File	FO	10.3.16	HoD DAAS	14/Mar	For need full.
91	8110 R	Purchase of furniture For RCA.	AR/Snp	10.3.16	AR/Snp	14/Mar	For need full.
92	5606 R	Sport Facilities For RCA Hostel.	Hod	10.3.16	VC	14/Mar	For approval
93	4846 R	DG set Maintenance Work.	EO	10.3.16	FO	14/Mar	For need full.
94	5176 R	Purchasing Of Diesel For D.G. Set. Central Library	EO	10.3.16	FO	14/Mar	For need full.
95	6148 R	वि.वि. के तीनों गेट पर बैरियर लगवाने हेतु.	EE	10.3.16	FO	14/Mar	For need full.
96	3638 R	Department of Plant Science ka nirman 5(502)/14	EE	10.3.16	VC	14/Mar	For approval
97	7476 R	प्रशासनिक भवन खंड स। 4 स्थित पुरानी लाइब्ररी मे एल्युमिनियम पार्टिसन एवं 10 नग स्थित	EE	10.3.16	FO	14/Mar	For need full.

98	8112 R	Multi Function Printer For SBH.	Warden	10.3.16	AR/Snp	14/Mar	For need full.
99	4396 R	Conversion JRF in to SRF.	HoD	10.3.16	AR/A	14/Mar	For need full.
100	7445 R	Purchase of university library items.	Librarian	11.3.16	FO	14/Mar	For need full.
101	8113 R	Procurement of Cocopeat, Planting Trays Etc For B.Voc.	Cor/B.Voc	11.3.16	VC	14/Mar	For approval
102	8114 R	Equivalence of B.Voc Degree With Bsc etc.	Cor/B.Voc	11.3.16	HoD DAAS	14/Mar	For need full.
103	4710 R	Certification of deptt.of Sanskrit.	AR/A	11.3.16	AR/A	14/Mar	For need full.
104	8115 R	Raj kamal Shastri/SRF/DAP/BBAU/2015	HOD	11.3.16	AR/A	14/Mar	For need full.
105	7300 R	केन्द्रीय पुस्तकालय अनुरोधित कार्य 5(580)/2015.	EE	11.3.16	FO	14/Mar	For need full.
106	4440 R	अथिति गृह मे विभिन्न प्रकार के कार्यों के निर्माण & मरम्मत हेतु	EE	11.3.16	FO	14/Mar	For need full.
107	3567 R	purchasing of plumbing goods 5(475)/2014	EE	11.3.16	FO	14/Mar	For need full.
108	5867 R	Tubewell boaring at B.Voc Field,	EE	11.3.16	VC	14/Mar	For approval
109	8116 R	Advance for CS&EC. B.Tech. UIET	Cor-	11.3.16	COE	14/Mar	For need full.
110	3081 R	DRC/Ph.D Admission-2011 FILE NO.143	HOD,DCS	11.3.16	DR-SC/ST	14/Mar	For need full.
111	8008 R	Attending Seminar, NKS More Asso.Prof.,DES.	AR/A	11.3.16	FO	14/Mar	For need full.

112	3550 R	E-Payment of Dr. D.S. Kothari Post Doc Fellowship of Dr. Madhukar saxena.	AR/A	11.3.16	AR/A	14/Mar	For need full.
113	6714 R	Inspire- Scholarship Application Forms.	AR/A	11.3.16	AR/A	14/Mar	For need full.
114	6701 R	Photocopy work for Uni. Lib. BBAU	Librarian	11.3.16	AR/Snp	14/Mar	For need full.
115	8118 R	Teaching Medicals Bills file. With Register & Bills.	PIC/Estt	11.3.16	FO	14/Mar	For need full.
116	7873 R	Online UPS & Invertor.	Librarian	11.3.16	FO	14/Mar	For need full.
117	7812 R	Earn While Learn Scheme	Librarian	11.3.16	VC	14/Mar	For approval
118	8119 R	Sprinklar Irrigation System.	Cor-	11.3.16	FO	14/Mar	For need full.
119	4770 R	राजभाषा अधिनियम -1963- की धारा 3 (3) का अनुपालन ।	HO	11.3.16	HO	14/Mar	For need full.
120	7087 R	विश्वविद्यालय अनुदान आयोग से पत्राचार.	HO	11.3.16	HO	14/Mar	For need full.
121	7612 R	Purchase of Deep Freezer.	AR/Snp	11.3.16	AR/Snp	14/Mar	For need full.
122	8120 R	DRC Vol-IV, DEM	HoD	11.3.16	AR/A	14/Mar	For need full.
123	7972 R	Hogh Mast Maintinance 5(7)/2016	IAO	14.3.16	AE	14/Mar	For need full.
124	7623 R	DPC For Group -B, Post.	VC	14.3.16	Prof. Bhatnagar	14/Mar	For need full.
125	3866 R	Telephone, SC/ST coaching Center Telephone.	DR-SC/ST	14.3.16	FO	14/Mar	For need full.

126	8121 R	Promotion of Stage-2 to Stage -3, Dr. Richa Kothari.	HoD	14.3.16	AR/Estt	14/Mar	For need full.
127	4729 R	Ph.D students Registration (DRC) Part-2,	VC	14.3.16	AR/A	14/Mar	For need full.
128	8097 R	Purchase of Glassware & Plasticware.	VC	14.3.16	AR/Snp	14/Mar	For need full.
129	4540 R	Establishment of Ambedkar Chair.	VC	14.3.16	AR/Estt	14/Mar	For need full.
130	5630 R	PF of Rahul Varshney. Asstt. Proff. DAS	VC	14.3.16	AR/Estt	14/Mar	For need full.
131	7005 R	PF of Sh. Ishwar Chandra, Driver- Vol-2	VC	14.3.16	FO	14/Mar	For need full.
132	3426 R	BPGS, DBT	VC	14.3.16	AR/A	14/Mar	For need full.
133	7282 R	PF of sh. Durgawati Kushwaha , Contractual (DHR)	VC	14.3.16	AR/Estt	14/Mar	For need full.
134	7406 R	For Strict observation of reservation policy.of the Gov. of Universities.	VC	14.3.16	DR-SC/ST	14/Mar	For need full.
135	3587 R	Department Research Committee nd School board Deptt. Of Applied statistics	VC	14.3.16	AR/Snp	14/Mar	For need full.
136	7386 R	Committee To Reviwe Of Representation Recived In Sc/St Cell.	VC	14.3.16	DR-SC/ST	14/Mar	For need full.
137	8060 R	File for two days Natonal Seminar 30-31 March 2016.	VC	14.3.16	FO	14/Mar	For need full.
138	4393 R	Man Power Requirment / DEM, DST-SERB Project.	VC	14.3.16	PI-DST Dr. RN	14/Mar	For need full.
139	7235 R	अशोका पुरुष छात्रावास (दोतीय चरण) के कॉमन हाल की एल्युमिनियम पार्टिसन 5(566)/2015	EE	1.3.16	FO	14/Mar	For need full.

140	6094 R	Home Town LTC Dr. Sartik Bagh	IAO	14.3.16	VC	14/Mar	For approval
141	8122 R	International Journal Of Social Science & Development Policy.	Librarian	14.3.16	VC	14/Mar	For approval
142	3679 R	Activation of CSIR-JRF Of Mr. Atul (ph.D. Student 2012-13)	HOD/DBT	14.3.16	FO	14/Mar	For approval