

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	5058/R	Proposal for Grant from the VC's Discretionary	FO	3/3/2016	FO	8/3/2016	Ok if as per rules
2	7985/R	Printing & Distribution of Invitation Cards, Vith Convocation	R	3/3/2016	R	8/3/2016	Yes if as per rules
3	6996/R	Instalation of Submersible Pump	FO	3/3/2016	FO	8/3/2016	Ok
4	8017/R	Purchase of Chemical, DST Project, Dr. Anand Prakash	FO	3/3/2016	FO	8/3/2016	Yes if as per rules
5	-	Minutes o fcommittee constituted in Grievance of Dr. Raj Kumar, DHR	Dean SLS	4/3/2016	Dean SLS	8/3/2016	Seen, Dean SLS For NA
6	8061/R	Photostate Machine, DCS	R	4/3/2016	R	8/3/2016	Yes if as per rules
7	-	Invitation Card & Brouchure Pirnting	FO	4/3/2016	FO	8/3/2016	Yes if as per rules
8	-	T/C PF of Sh. Brij Narain Pradhan, Lab Attendent DLISc (Pay Protection)	FO	4/3/2016	FO	8/3/2016	Yes if as per rules
9	-	Printing/Supply, Exam Sec.	COE office	4/3/2016	COE office	8/3/2016	Ok if as per rules

10	-	One confidential file of Revised Result in a closed envelope	COE office	4/3/2016	COE office	8/3/2016	Confidential 1
11	7599/R	T/C PF of Shri Ram Pravesh Pal, Research Asstt., CSSEIP (Ph.D. Degree)	R	4/3/2016	R	8/3/2016	Please Discuss
12	-	School for Non-Formal Education, Dr. Jogendra Kumar, CSSEIP	R	4/3/2016	R	8/3/2016	Please Discuss
13	-	T/C PF of Dr. Rakesh Pradhan, CMO	IAO	4/3/2016	FO	8/3/2016	Yes if strictly within the
14	6421/R	R.T.I. Correspondence, R-office	R	8/3/2016	R	8/3/2016	Seen, Hope the information is correct
15	-	Ph.D. Viva-Voce, Mr. Vivek Pandey, DAC	Dean SPS	8/3/2016	FO	8/3/2016	Yes if rules permit
16	7046/R	Publication of Book, 1/LUSCON/DAAS/BBAU /15	FO	8/3/2016	FO	8/3/2016	Yes if as per rules