

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	10136/R	M/s Rakesh Tripathi Security Agency Correspondance File (46/SEC/BBAU/16)	R	20/03/2017	Security Section	27/03/2017	-
2	-	Survey & Field Visit, DST- CPR : Dr. Venkatesh Dutta	FO	24/03/2017	FO	27/03/2017	Ok as per rules.
3	7176/R	Guest Faculty for Ph.D course (Computer)-DEM	R	24/03/2017	R	27/03/2017	Ok as per rules.
4	3297/R	Purchase of Diesel for Genset - 5(330)/11	FO	24/03/2017	FO	27/03/2017	Who is incharge AR or EO. Let them take case of ...
5	10144/R	एम० फिल० (सत्र 15-16) के छात्र/छात्रा के एक्सटेंशन (Extension) एवं शिक्षा शुल्क में माफ़ी हेतु पत्रावली : अर्थशास्त्र विभाग	R	24/03/2017	FO	27/03/2017	-
6	8093/R	Consumable of Dr. Gaurav Raj Dwivedi: PDF-DES, SERB-Young Scientist	FO	24/03/2017	FO	27/03/2017	Ok if as per rules.
7	3935/R	Contingency - UPCAR Project - Dr. Sanjay Kumar Asso. Prof.	FO	24/03/2017	FO	27/03/2017	Yes if as per rules.

8	7475/R	केन्द्रीय पुस्तकालय में सीपित होनी लिफ्टों का वार्षिक अनुरक्षणीय अनुबन्ध	FO	24/03/2017	FO	27/03/2017	FO & XEN to see that Lift start working without any delay.
9	10135/R	T/c PF of Sh. Shiv Kumar Tripathi, Hindi Officer (Reg: LTC)	FO	24/03/2017	R	27/03/2017	Yes if as per rules.
10	-	Dr. Alok Kumar Singh, DST-INSPIRE Faculty, DAC Head of Expenditure : Consumables	FO	24/03/2017	FO	27/03/2017	Ok if as per rules.
11	3070/R	Samiksha/DAP/INSPIRE FELLOWSHIP-2014	FO	24/03/2017	FO	27/03/2017	Yes if as per rules.
12	10158/R	Walk-in-Interview for Deptt. of Pharm. Sc., (File No. 225/D.Ph.Sc/BBAU/17)	Rectt. Cell	24/03/2017	Rectt. Cell	27/03/2017	-
13	-	Confidential-Deptt. of Plant Science, Dean, SBBT (6732/R + 9852/R + One File)	Rectt. Cell	27/03/2017	Rectt. Cell	27/03/2017	-
14	10123/R	Study Tour File-DAAS	Head, DAAS	27/03/2017	Head, DAAS	27/03/2017	Ok
15	3933/R	POL Imprest-Vehicle Section	FO	27/03/2017	FO	27/03/2017	Ok
16	9941/R	CAS Application of Dr. V. Elangovan, DAAS	Dean, SBBT	27/03/2017	Dean, SBBT	27/03/2017	Ok