

<b>S.No</b>	<b>File.No</b>	<b>Subject</b>	<b>From whom Received</b>	<b>Received Date</b>	<b>Sent to</b>	<b>Sent Date</b>	<b>Remarks</b>
1	10163/R	Career Advancement Scheme (CAS) (Dept of Environmental Science) Assistant Professor Level-IIInd to Level-IIIrd, SES	R	24/03/2017	Rectt. Cell	30/03/2017	Ok but the matter be sent to MHRD for post facto santion.
2	7506/R	Subject Letter of NRC, NCTE- Department of Education	FO	27/03/2017	FO	30/03/2017	Please discuss.
3	-	Proposal for Purchase of Chemicals/Glassware - DAAS	Head, DAAS	28/03/2017	FO	30/03/2017	-
4	7515/R	Annual Sports Festival- Sport Section	Sports Section	28/03/2017	Sports Section	30/03/2017	Yes if as per rules.
5	10105/R	Minutes of the Meeting of Photostate Shop	R	28/03/2017	R	30/03/2017	...To look into the issue.
6	10037/R	Temporary file for JRF Up-Gradation of Ms. Akanksha Tiwari, DS	R	28/03/2017	R	30/03/2017	Ok
7	10193/R	Expert Committee for Book Publishing UGC 4th Ammendment, Regulation.	R	28/03/2017	R	30/03/2017	Yes if as per rules.
8	9540/R	T/c Inquiry Committee Reg. Complaints made by Shri D. Jayabalachandran	R	28/03/2017	R	30/03/2017	-

9	7406/R	For Strict Observation of Reservation Policy of the Government in Universities-SC/ST Cell	R	28/03/2017	R	30/03/2017	Ok as per rules.
10	10008/R	Proposal for NCC (Elective Subject)	R	28/03/2017	R	30/03/2017	Ok
11	-	Result Notification File Ph.D (694)	COE Office	29/03/2017	COE Office	30/03/2017	-
12	-	Result Notification File May, 2016 Vol-IV (693)	COE Office	29/03/2017	COE Office	30/03/2017	-
13	-	Result Notification File Dec, 2016-III (697)	COE Office	29/03/2017	COE Office	30/03/2017	-
14	4592/R	AMC of Fire System 5(78)Elect/2017	FO	29/03/2017	FO	30/03/2017	Yes if as per rules.
15	4853/R	Cleaning of Water Storage Tank 5(529)/2014	FO	29/03/2017	FO	30/03/2017	Ok if as per rules.
16	9707/R	Inter School Football From 14th December 2016 to 16th Dec. 2016 and sending BBAU team to North Zone Intervarsity Men Football Tournament on 17th to 23rd January, 2017-Sport Section + Football Selection Committee for Intreversity 2017 + TA Bill (Dr. Manoj K. Dhadwal, Assistant Director Sports): <b>03 Files</b>	FO	29/03/2017	FO	30/03/2017	Yes if as per rules.

17	-	Request for Advance From DST, New Delhi: Prof. Ram Chandra, DEM	FO	29/03/2017	FO	30/03/2017	Yes if Strictly as per rules.
18	7897/R	T/C PF Payment of DPW-II w.e.f. 04.11.2015	FO	29/03/2017	FO	30/03/2017	Yes if as per rules.
19	8294/R	Contractual Faculties Payment	FO	29/03/2017	FO	30/03/2017	Yes if as per rules.
20	-	T/c Monitoring & Investment of Funds	FO	29/03/2017	FO	30/03/2017	Why we are notifying FC minutes.
21	-	List of Intended Books for RCA Library-RCA	FO	29/03/2017	FO	30/03/2017	Ok if as per rules.
22	-	Ground Water Project (Dr. V. Dutta, DES)	FO	29/03/2017	FO	30/03/2017	Yes if as per rules.
23	-	Travel Reimbursement- Prof. Ram Chandra	FO	29/03/2017	FO	30/03/2017	Yes if as per rules.
24	-	Imprest Money- National Services Scheme (NSS)	FO	29/03/2017	FO	30/03/2017	Yes if as per rules. Please make one master file from apart& No file will go back to the department .

25	3043/R	Social Science Journal (Prof. NMP Verma, Deptt. of Economics)	FO	29/03/2017	FO	30/03/2017	Yes if as per rules.
26	-	Dr. Neelam, Medical Officer (Contract), Satellite Campus, Tikarmafi, Amethi	FO	29/03/2017	FO	30/03/2017	Yes if as per rules.
27	-	Guest Faculty, BBAU Satellite Campus, Amethi (on contract)	FO	29/03/2017	FO	30/03/2017	Yes if as per rules.
28	9372/R	Purchase of Equipments for DST-SERB Project (Dr. Venkatesh Kumar R, PI, DAAS)	FO	29/03/2017	FO	30/03/2017	Yes if as per rules.
29	9396/R	UP 32 FR 5768 (Tc Cover Vehicle Section)	FO	29/03/2017	FO	30/03/2017	Yes if as per rules.
30	-	बैटरी आपूर्ति - विधि विभाग	FO	29/03/2017	FO	30/03/2017	Yes if as per rules.
31	-	Online Entrance Test-17- 266/Online Entrance Test/DIT/2017	Prof. RA Khan, Director, CC	30/03/2017	Prof. RA Khan, Director, CC	30/03/2017	Yes if Strictly as per rules. FO must certify.
32	-	Chemical Requirement File-Head, DAAS			FO	30/03/2017	-