

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	Remark
1	11062R	IMPLEMENTATION OF EAT MODULE UNDER PFMS FOR REGULATION OF FUNDS FOR SANCTIONED PROJECTS DR.SUNIL BBAU	R	28.11.17	FO/ARF/SOI/ARF/FO/SOII/ARF/ FO/ARF/SOII/arf/SOF/ARF/FO/ arf/SOII	22.03.18	
2	3128R	repair of spectrophotometer	des	24.01.18	ARF/SOI/SA/ARF/FO/ARF/SOI	22.03.18	
3	10456R	PROF. SANJAY KUMAR ACADEMIC ACTIVITIES	VC	24.01.18	FO/ARF/SOII/UDC/ARF/FO	22.03.18	
4	5836R	CONSTRUCTION OF STUDENT ACTIVITY CENTRE PART-3	EE	29.01.18	FO/ARF/SOI/SA/ARF	22.03.18	
5		187/EQUIPMENT PURCHASE FILE	DAAS	29.01.18	ARF/SOI/SA/ARF/FO/ARF/SOI/ SA/ARF	22.03.18	
6		NEWSPEAPER PAYMENT REGARDING	DPR	02.02.18	UDC/ARF/FO/ARF/SOII/UDC/C ASHIER	22.03.18	disposed off
7		INTERNAL AUDIT MISC. PURCAHSE FOR IAO OTHERS	IAO	15.02.18	FO/ARF/SOI/UDC/ARF/FO	22.03.18	
8		ROLLER BLIND/CURTAIN FOR VC CAMP OFFICE	EE	16.02.18	FO/ARF/SOI/UDC/ARF/FO	22.03.18	
9	11156R	PRINTING OF ANNUAL REPORT 2016-17	RSO	20.02.18	FO/ARF/SOF/SA/ARF/FO	22.03.18	
10	11148R	BNPL FILE FOR COE OFFICE	COE	20.02.18	FO/ARF/SOII/SA/ARF	22.03.18	
11		PERMISSION OF NEW A/C OPENING FOR CONFERENCE 2017 GREEN SMINER 2017, PROF.SHUBHINI A SARAF	PHARMA	26.02.18	FO/ARF/SOII/ARF/FO	22.03.18	
12	10063R	MAJO EQUIPMENTS (DBT PROJET) DR DEVESH KUMAR	STR	27.02.18	ARF/SOF/SA/ARF/FO	22.03.18	
13		T/C FILE STAFF II RQUIREMENT FOR OPERATION OF NEWLY BUILT SUBSTATION NO.3	EE	28.02.18	FO/ARF/SOI/SA/ARF/FO	22.03.18	
14	11028R	RM-SPSS WORKSHOP DR.RAMESH KUMAR CHATURVEDI	DRM	28.02.18	ANKIT/ARF/FO/ARF/SOII/CASH IER	22.03.18	disposed off
15	11900R	TRANSFERRED FINANCIAL RECORD & AMOUNT OF TYPE-C GIRLS HOSTEL TO FINANCE OFFICER,BBAU FOR CLOSE THE ACCOUNT OF TYPE-C	R	28.02.18	UDC/ARF/FO	22.03.18	
16	8912R	EARTHING	IAO	28.02.18	FO/ARF/SOI/SA/ARF/FO	22.03.18	
17		CARTRIDGE/UPS BATTERY (DR.JAYSHANKAR SINGH)	STR	06.03.18	UDC/ARF/FO/ARF/SOII/CASHIE R	22.03.18	disposed off

18		TOUR REIMBURSEMENT PROF RAM CHANDRA DBT-PROJECT	DBT	06.03.18	SA/ARF/fo	22.03.18	
19		RCA ENTRANCE TEST EXAMINATION-2016-17 DEC,24,2016	RCA	08.03.18	ANKIT/ARF/FO	22.03.18	
20		UGC-BSR START UP GRANT PROJECT (TRAVEL) DR.JIWAN SINGH	DES	09.03.18	SA/ARF/FO	22.03.18	
21	11610R	UC FILE 2012 TO 2017 +4 FILE	R	09.03.18	SOI/UDC/ARF/FO	22.03.18	
22	9449R	DIESEL FOR DG SET AMETHI CAMPUS	OSD	09.03.18	SA/ARF/FO/ANKIT/ARF/FO	22.03.18	
23	7049R	AMAR JYOTI DAS (RESEARCH SCHOLAR)	DEM	09.03.18	SA/ARF/FO	22.03.18	
24	11884R	SHAHDEEN SHAH FOR FEE CONCESSION	VC	12.03.18	FO/ARF/SOII/ANKIT/ARF/FO	22.03.18	
25		FOR ADVANCE (TOUR ETC) DR.OMESH BAJPAI , DR.VENKATESH DUTTA	DES	12.03.18	SA/ARF	22.03.18	
26		UGC-BSR START UP GRANT (PURCHASING STATIONARY ITEMS) DR.JIWAN SINGH contingency	DES	12.03.18	SA/ARF/fo	22.03.18	
27		CONTINGENCY DR.JIWAN SINGH	DES	12.03.18	SA/ARF/FO	22.03.18	
28	8703R	MEDICAL REIMBURSEMENT FILE OF NON-TEACHING	R	12.03.18	ANKIT/ARF/FO	22.03.18	
29		ADDITIONAL CONSTRUCTION WORK OF UNDER- CONSTRUCTION PRE-FABRICATED STRUCTURAL TIN-SHED HALL OF DMCI	EE	13.03.18	ARF/SOI/SA/ARF/FO	22.03.18	
30	7923R	UNIVERSITY TOLL-FREE NUMBER 18001805789		13.03.18	ARF/FO/ARF/SOII/CASHIER	22.03.18	disposed off
31	7268R	PAYMENT FOR NEWS PAPER & MAGAZINES	GBL	13.03.18	UDC/ARF/FO/ARF /SOII/CASHIER	22.03.18	disposed off
32	10722R	NATIONAL FELLOWSHIP FOR SCHEDULED CASTE (NFSC)	DAP	13.03.18	ANKIT/ARF/FO	22.03.18	
33		PURCHASE OF LAPTOP & DESKTOP FOR DEPUTY REGISTRAR	STR	13.03.18	SOI/SA/ARF/FO/ARF/SOI	22.03.18	
34	10996R	HEAD FURNITURE FILE	STR	13.03.18	SOI/SA/ARF/FO	22.03.18	
35		PROPOSAL FOR ALMIRAH	STR	13.03.18	SOI/SA/ARF/FO	22.03.18	
36	11336R	IMPREST MONEY	DIT	14.03.18	SA/ARF/FO	22.03.18	
37	11942R	SHANI KUMAR BHARTIYA (CONTINGENCY)	DAAS	14.03.18	SA/ARF/FO	22.03.18	
38	11941R	AKANSHA DWIVEDI (CONTINGENCY)	DAAS	14.03.18	SA/ARF/FO/ARF/FO/	22.03.18	
39	11940R	MAINSHA (CONTINGENCY) RESEARCH SCHOLAR	DAAS	14.03.18	SA/ARF/FO/ARF/FO	22.03.18	

40	11848R	DR. C.B ZAIDI POST DR. AMBEDKAR CHAIR	R	14.03.18	SA/ARF/FO/ARF/SOI/	22.03.18	
41	11943R	ABHISHWETA SINGH(CONTINGENCY)		14.03.18	SA/ARF/FO	22.03.18	
42	11944R	VARUN KUMAR (CONTINGENCY)	VC	14.03.18	SA/ARF/	22.03.18	
43		IMPREST MONEY FOR DAAS	DAAS	14.03.18	SA/ARF/	22.03.18	
44		honorarium to guest faculty cyber security course (evening)		15.03.18	SA/ARF/FO/ARF/FO	22.03.18	
45	7651R	IMPREST	EE	16.03.18	SA/ARF/FO/ARF/FO	22.03.18	
46	9057R	MAINTENANCE WORK OF TYPE C RESIDENCES	EE	16.03.18	SA/ARF/FO/ARF/FO	22.03.18	
47	10884R	IDENTIFICATION AND FUNCTIONAL ANALYSIS OF ANTIAPOPTIC HCMV MIRNAS DR. G SUNIL BABU	DBT	16.03.18	SA/ARF/	22.03.18	
48	7971R	VICTORIA LED LIGHTING	EE	16.03.18	SA/ARF/FO/SA/ARF/FO	22.03.18	
49		PURCHASE OF VERTICAL BLINDS IN IAO ROOM, IVTH FLOOR	IAO	16.03.18	SA/ARF/FO/ARF/SOI	22.03.18	
50	7082R	ESTABLISHMENT OF LAB	DAAS	19.03.18	SA/ARF/	22.03.18	
51	9763R	CHEMICALS AND GLASSWARE DR. VENKATESH KUMAR R + OVERHEAD CHARGES FOR DST-SERB PROJECT	DAAS	19.03.18	SA/ARF/FO	22.03.18	
52	3779r	purchase of postal stamp	DISPATCH	19.03.18	ANKIT/ARF/FO/ARF/SOII/CASH IER	22.03.18	disposed off
53		EMPANELMENT OF FIRMS IN ELECTRICAL SUPPLY/WORK/AMC ETC.	EE	19.03.18	SOI/SA/ARF	22.03.18	
54	11021R	DR.ATUL KUMAR UPADHYA N-PDF	DES	19.03.18	ANKIT/ARF/FO	22.03.18	
55		PURCHASE OF COLOR INK CARTRIDGE FOR VC SECTT.	VC	19.03.18	SOI/SA/ARF/FO	22.03.18	
56	3043R	SOCIAL SCIENCE JOURNALS PRINTING NMP VERMA	DE	19.03.18	FO/ARF/SOI	22.03.18	
57		IMPREST MONEY FOR COE OFFICE	VC	19.03.18	FO/ARF/SOII	22.03.18	
58	11892R	HONORARIUM OF INCHARGE USIC PROF. BAL CHANDRA YADAV	USIC	19.03.18	FO/ARF/SOII/UDC	22.03.18	
59	11286R	PF OF MR. ASHISH RASTOGI DR	VC	19.03.18	FO/ARF/SOI/UDC	22.03.18	
60	6111R	PART TIME MEDICAL ATTENDANT APPOINTMENT OF CONTACT BASIS	R	19.03.18	UDC/ARF/FO/ARF	22.03.18	
61		FILE OF MISCELLANEOUS EXPENDITURE IN BBAU SATELLITE CAMPUS TIKARMAFI AMETHI	VC	19.03.18	ARF/SOI/UDC/ARF/FO	22.03.18	

62		STREET LIGHT MAINTENACE WORKS	EE	19.03.18	SOI/SA/ARF/FO	22.03.18	
63		COE-OFFICE ME TELIPHONE KE REGARDING ME	COE	19.03.18	FO/ARF/SOII/CASHIER	22.03.18	disposed off
64	11975R	PAY FIXATION OF NON TERACHING STAFF ON PROMOTION/MACP AS PER 7TH CPC AFTER 01.01.2016 YEAR-2018	R	19.03.18	FO/ARF/SOI	22.03.18	
65	11976R	LTC PROF.SANATAN NAYAK (HOME TOWN CONVERTED TO NER)	R	19.03.18	ANKIT/ARF/FO	22.03.18	
66	11979R	LTC PROF.SHASHIKANT PANDEY (HOME TOWN CONVERTED TO NER)	R	19.03.18	ANKIT/ARF/FO	22.03.18	
67	6727R	PURCHASE OF STATIONARY ITEMS-VI	STR	19.03.18	FO/ARF/SOI	22.03.18	
68	3886R	Renovation of council hall	STR	19.03.18	FO/ARF/SOI	22.03.18	
69	7152R	GPF/CPF ADVANCE/WITHDRAWAL NON-TEACHING PART-IV	R	20.03.18	ANKIT/ARF/FO	22.03.18	
70		REPAIR & FITTING OF LOCK OF LOCK OF ALMIRAH & BOOKSELF OF REGISTRAR OFFICE	STR	20.03.18	UDC/ARF/FO	22.03.18	
71	8903r	pf of servjeet mts	R	20.03.18	FO/UDC	22.03.18	
72		PROPOSAL FOR PURCHASE OF CHEMICAL/GLASSWARE + 2 FILE ATTCH	VC	20.03.18	ARF/SOI	22.03.18	
73	8309r	GPF (ADVANCE & WITHDRAWAL) TEACHING &N/T	VC	20.03.18	ARF/SOII/PS/REGISTRAR	22.03.18	
74	11851R	NFSC (2017-18) SURABHI ZAINITH	VC	20.03.18	FO/ANKIT/ARF/FO	22.03.18	
75		JRF SALARY FILE DR VENKATESH KUMAR R	VC	20.03.18	ARF/SOI	22.03.18	
76		मात्री भाषा दिवस कार्यक्रम	हिंदी	20.03.18	UDC/ARF	22.03.18	
77	11969R	भोजपुरी सेमीनार	VC	20.03.18	ARF/SOI	22.03.18	
78		FILE FOR THE ADVANCE OF RS 5000/- FOR WALL CLOCK CROCKERY,CENTRE OF POST GRADUATE LEGAL STUDIES,	SLS	20.03.18	ARF/SOII/ANKIT	22.03.18	
79		LPG CYLINDER REFILL	DES	20.03.18	ARF/SOI	22.03.18	
80		SERB-DST RESEARCH PROJECT (CONSUMABLE HEAD) DR. JIWAN SINGH	DES	21.03.18	SA/ARF	22.03.18	
81	4853R	CLEANING OF WATER STORAGE TANK	EE	21.03.18	SA/ARF	22.03.18	

82	3152R	OPERATION AND MAINTENACE OF CENTRAL AC PLANT OF AUDITORIUM	VC	21.03.18	ARF/SOI	22.03.18	
83	9378R	ADDITION/ALTERATION WORK FOR MAKING CLASS ROOM NO-304 IN DEM	VC	21.03.18	ARF/SOI	22.03.18	
84	7937R	CST UP PROJECT CONTINGENCY DR. SANGEETA SAXENA	VC	21.03.18	ARF/SOI	22.03.18	
85		APPROVAL OF SPEAKERS FOR CLASSES OF MORAL STUDIES & AMBEDKAR STUDIES	VC	21.03.18	ARF/SOI	22.03.18	
86	6639R	Shiv shankar UPCST Proj. FELLOWSHIP	VC	21.03.18	ARF/SOI	22.03.18	
87	9318R	DR. MADHUKAR SAXENA-FELLOWSHIP GRANT	VC	21.03.18	ARF/SOI	22.03.18	
88	10626R	CONTINGENCY DR. G SUNIL BABU	DBT	22.03.18	SA	22.03.18	
89	5332R	DR. ASHUTOSH AWASTHI DR. D S KOTHARI FELLOWSHIP	DES	22.03.18	ANKIT	22.03.18	
90		REPARING OF SOUND SYSTEM OF SES CONFERENCE HALL	SES	22.03.18	ARF	22.03.18	
91		URGENTLY REGUIRED WOMEN SES BUILDING MAINTENANCE OF SES BUILDING	SES	22.03.18	FO	22.03.18	
92	11728R	DST-STI POST DOCTORAL RESEARCH FELLOW VENKATESH DUTTA STI FELLOW DR.ADITYA VIKRAM AGARWAL	DST	22.03.18	ANKIT	22.03.18	
93	3110/DAC	UGC-BSR HEAD: CONTINGENCIES DR. JAWAHAR,	DAC	22.03.18	SA	22.03.18	
94		WIFI-RAILTEL BBAU	VC	22.03.18	ARF	22.03.18	
95		PURCHASE OF DESKTOP PRINTERS & UPS FOR NEW FACULTY	STR	22.03.18	SA	22.03.18	
96		PURCHASE OF FURNITURE FOR NEW FACULTY	STR	22.03.18	SA	22.03.18	
97	3900R	MISCELLANEOUS CENTRE FOR POLICY REARCH DR. VENKATESH DUTTA	DES	22.03.18	SA	22.03.18	
98	6967R	HIRING OF TAXIES-2016	AR(V)	22.03.18	UDC	22.03.18	
99	9702R	N-PDF RESEARCH GRANT/CONTINGENCY DR. DEEPTI BARNAWAL	DES	22.03.18	ANKIT	22.03.18	
100		PRINTER KRYA HETU	VC	22.03.18	ARF	22.03.18	
101	8214R	SPORTS GRAOUND AREA LIGHTING WORKS	EE	22.03.18	SOI/SA	22.03.18	

102		EMPANELMENT OF CHARTERED ACCOUNTANT FOR FY 2013- 14 N WARDS	FINANCE	22.03.18	FO/VC	22.03.18	
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