

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	7356R	IQAC	VC	4/27/2016	soi/SA/ARF/fo	10.05.16	
2	7367R	PURCHASE OF SONICATOR	R	4/28/2016	SA/arf/soi/arf	10.05.16	
3		fnukad 25 ,oa 26 vizSy] 16 dks paMhx< esa ikap {ks=h; nks fnolh; lEesyu esa izks0 izhrh IDlsuk }kjk VSDlh ,oa tyiku esa gq, O;; dh izfriwfrZ	Head	5/3/2016	ldc/arf/FO	10.05.16	
4		FIELD visit	DAPS	5/4/2016	soi/LDC/arf	10.05.16	
5		;k=k HkRrk izkflr gsrq dk;ksZRrj Lohdz`fr gsrw }kjk izks0lqn'kZu oekZ	dhr	5/4/2016	LDC/arf/fo	10.05.16	
6	8267r	RGNF- PANKAJ KUMAR CHOWDHARY	DEM	5/5/2016	STENO/arf	10.05.16	
7	8310R	LECTURE SERIES	DCS	5/5/2016	LDC/arf/fo	10.05.16	
8	4108R	JRF PANKAJ & RAJ KUMAR PARICHETA	LAW	5/5/2016	steno/arf/fo	10.05.16	
9		GUEST FACULTY PAYMENT(Dr. Richa Srivastava)	das	5/5/2016	co-das	10.05.16	
10	8336R	WATER COOLER	rca	5/5/2016	sa/arf/soi/arf	10.05.16	
11	1424F	CONTINGENCY& ALLIED EXPENDITURE FILE	DPS	5/6/2016	SA/ARF/fo	10.05.16	
12		part time assistant data entry ICSSR PROJ	DPS	5/6/2016	SA/arf/fo	10.05.16	
13	5261R	Releasing JRF-2012	ACAD	5/6/2016	steno/arf	10.05.16	
14	4679R	NET-COACHING	VC	5/6/2016	Cashier	10.05.16	dispose off

15	4278R	IMPREST	ACAD	5/6/2016	steno/arf/FO	10.05.16	
16	28NO	IMPREST	DAM	5/6/2016	steno/arf/FO	10.05.16	
17	6927R	IMPREST	sports	09.05.16	steno/arf/fo	10.05.16	
18	3255R	INTERNET CONNECTION TYPE-A RESIDENCE/ANTIVIRUS	CC	09.05.16	SA/arf/fo	10.05.16	
19	8371R	SHS LABORATERY WORK	R	09.05.16	SA/arf	10.05.16	
20	8372R	POWER SUPPLY EXTENSION TO SHADE NET/POLYHOUSE	R	09.05.16	SA/arf	10.05.16	
21	8387R	GENERAL STORE	R	09.05.16	soi/arf/fo	10.05.16	
22	3675r	GUNNER FOR HON'BLE VC	R	09.05.16	LDC/arf/fo	10.05.16	
23	8423R	PURCHASE OF UPS	R	09.05.16	LDC/arf	10.05.16	
24	8424R	PURCHASEJ OF KEY BOARD FOR FINANCE SECT.	R	09.05.16	LDC/arf	10.05.16	
25	7935R	Purchase of online UPS & Fax Machine	R	09.05.16	SA/arf	10.05.16	
26	8377R	RE-CONSTRUCTION OF MAIN GATE NEAR SBH	R	09.05.16	SOI/arf/fo	10.05.16	
27	8069R	CO-OPERATIVE GENERAL STORE	R	09.05.16	SA/arf	10.05.16	
28	2544F	ONE YEAR LLM	SLS	09.05.16	STENO/arf/fo	10.05.16	
29	5628R	INDO-RUSSIAN PROJ.(MAIN FILE)	DAP	09.05.16	SA/arf	10.05.16	
30	7999R	ESTABLISHMENT OF NURSERY	R	09.05.16	LDC/arf	10.05.16	
31	3545R	Plantation work P-ii	R	09.05.16	steno/arf/fo	10.05.16	
32	6772R	supply of electical goods P-3	R	09.05.16	SA/arf	10.05.16	
33	4117R	Payment of Vc's Mobile bill	R	09.05.16	LDC/arf/fo	10.05.16	

34	3164R	PROPOSAL/PURCHASE OF PUMPING SET	R	09.05.16	SA/arf	10.05.16	
35	3163R	IMPREST P-5	R	09.05.16	steno/arf/fo	10.05.16	
36	8279R	टाइप-ए आवास अनुरक्षण कार्य	R	09.05.16	ldc/arf	10.05.16	
37	1828F	Imprest	DPR	09.05.16	STENO/ARF/fo	10.05.16	
38	5070R	IMPREST	CGH	09.05.16	steno/arf	10.05.16	
39		PURCHASE OF LAB EQUIPMENT	DAPS	09.05.16	SA/arf	10.05.16	
40	5650R	CASH ADVANCE P-2	EO	09.05.16	SA/arf	10.05.16	
41	4189R	AMC CEILING FANS & EXAUST FANS P-2	R	09.05.16	STENO/arf	10.05.16	
42	8224R	REQUEST FOR COMPUTER, PRINTER AND AC	R	09.05.16	ARF/fo	10.05.16	
43	7253R	OPEN GATE & MS RAILING OF BOTANICAL GARDEN+2FILE ATTACHED	R	09.05.16	SA/arf	10.05.16	
44	5960r	REQUIREMENT OF COMPUTER/PRINTER	R	09.05.16	SA/arf	10.05.16	
45	6980R	JRF- MR. AMIT SINGH	R	09.05.16	Cashier	10.05.16	dispose off
46	6992R	Medical reimbursement(Retired Employee)	R	09.05.16	STENO/arf	10.05.16	
47	8097R	PURCHASE OF GLASSWARE,CHEMICALS AND PLASTICWARE	DEM	09.05.16	SA	10.05.16	
48		plant & publication committee national symposium....		10.05.16	sa	10.05.16	
49	3213R	ICSSR PROJ dr. shashi kumar	PI	10.05.16	SA/arf	10.05.16	
50	3855R	IMPREST	UIET	10.05.16	steno	10.05.16	
51	1392F	IMPREST	DAAS	10.05.16	steno	10.05.16	
52		जी०पी०ए०टी० छात्रवृत्ति प्रकरण पत्रावली-2	ACAD	10.05.16	fo	10.05.16	
53	3786R	Tata Photon Data Card	R	10.05.16	LDC	10.05.16	

54	6953R	PF OF SHRI GOKRAN PRASAD	R	10.05.16	STENO	10.05.16	
55	7982r	Ramanujam fellow Purchase of furniture	R	10.05.16	fo	10.05.16	
56		पाच वर्षीय बीबीए एलएलबी कोर्स में बार काउंसिल आफ इंडिया.	R	10.05.16	fo	10.05.16	
57		purchase of accession register	R	10.05.16	fo	10.05.16	
58	4703R	Advance/imprest	lib	10.05.16	steno	10.05.16	