

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	8060r	Two day national seminar	dhr	4/7/2016	Cashier	17.05.16	
2	8273R	क्रेडिट बेसिस पर पेट्रोल डीजल भरवाये जाने के संबंध में	R	4/21/2016	VC	17.05.16	
3	8261R	IMPRESTT	VC	4/27/2016	VC	17.05.16	
4	7356R	IQAC	VC	4/27/2016	soi/SA/ARF/fo/ARF	17.05.16	
5	7288R	LTC OF Dr. Gopal singh	R	4/28/2016	VC	17.05.16	
6	7098R	T/C PF of dr. shashi kant pandey(LTC)	R	4/28/2016	fo/ARF	17.05.16	
7	8337R	ADJUSTMENT OF LTC (PROF. SANATAN NAYAK)	R	4/28/2016	VC	17.05.16	
8	5647R	IMPREST+1 FILE	R	4/28/2016	Cashier	17.05.16	dispose off
9	8118r	medical (teaching)+REGISTER & BILL	R	4/28/2016	VC	17.05.16	
10	4584R	PURCHASE OF PRINTER CARTRIDGE	R	4/28/2016	AR(S&P)	17.05.16	
11	8096R	estate maintenance works P-2	R	4/29/2016	VC	17.05.16	
12	4009R	IMPREST	ESTT	5/2/2016	Cashier	17.05.16	dispose off
13	7631R	Civil Maintenance work P-2	EE	5/2/2016	EE	17.05.16	
14	4086R	CAUTION MONEY	R	5/3/2016	Cashier	17.05.16	dispose off
15		publication of admission notification-2016.	coe	5/3/2016	VC	17.05.16	
16	6369R	IMPREST	DSW	5/3/2016	Cashier	17.05.16	dispose off
17		fnukad 25 ,oa 26 vizSy] 16 dks paMhx< esa ikap {ks=h; nks fnolh; IEesyu esa izks0 izhrh IDIsuk }kjk VSDlh ,oa tyiku esa gq, O;; dh izfriwfrZ	Head	5/3/2016	ldc/arf/FO/ARF	17.05.16	
18	4756R	PF of Smt. Sunita Pal, TA	R	5/3/2016	ldc/arf/fo/ARF	17.05.16	

19	4671R	bEiszLV euh fg0 vf/k0	R	5/3/2016	Cashier	17.05.16	dispose off
20		Imprest	NCC	5/4/2016	Cashier	17.05.16	dispose off
21	5600r	purchase of three seater seat cum-bench	str	5/4/2016	arf/fo/arf	17.05.16	
22		;k=k HkRrk izkflr gsrq dk;ksZRrj Lohdz`fr gsrw }kjk izks0lqn'kZu oekZ	dhr	5/4/2016	LDC/arf/fo/ARF	17.05.16	
23	8373R	LADDER	R	5/5/2016	fo/SOI/SA/ARF/fo/AE(E)	17.05.16	
24	8310R	LECTURE SERIES	DCS	5/5/2016	Cashier	17.05.16	dispose off
25		AMBEDKAR JAYANTI CULTURAL PROGRAMME	SHS	5/5/2016	VC	17.05.16	
26		IMPREST	CPC	5/5/2016	Cashier	17.05.16	dispose off
27	1424F	CONTINGENCY& ALLIED EXPENDITURE FILE	DPS	5/6/2016	VC	17.05.16	
28		part time assistant data entry ICSSR PROJ	DPS	5/6/2016	VC	17.05.16	
29		,;j dUMh'ku yxkus ds lac/ak esa	ae(e)	5/6/2016	fo/AE(E)	17.05.16	
30	4278R	IMPREST	ACAD	5/6/2016	Cashier	17.05.16	dispose off
31	28NO	IMPREST	DAM	5/6/2016	Cashier	17.05.16	dispose off
32	6927R	IMPREST	sports	09.05.16	Cashier	17.05.16	dispose off
33	3255R	INTERNET CONNECTION TYPE-A RESIDENCE/ANTIVIRUS	CC	09.05.16	VC	17.05.16	
34	4846R	DG SET MAINTENANCE WORK	R	09.05.16	AR(S&P)	17.05.16	
35	2544F	ONE YEAR LLM	SLS	09.05.16	Cashier	17.05.16	dispose off
36	7999R	ESTABLISHMENT OF NURSERY	R	09.05.16	Cashier	17.05.16	dispose off
37	3545R	Plantation work P-ii	R	09.05.16	Cashier	17.05.16	dispose off
38	4117R	Payment of Vc's Mobile bill	R	09.05.16	Cashier	17.05.16	
39	8201r	national flag	R	09.05.16	FO/ARF	17.05.16	
40	1828F	Imprest	DPR	09.05.16	Cashier	17.05.16	dispose off
41	5070R	IMPREST	CGH	09.05.16	Cashier	17.05.16	dispose off

42	3855R	IMPREST	UIET	10.05.16	cashier	17.05.16	
43	1392F	IMPREST	DAAS	10.05.16	Cashier	17.05.16	dispose off
44	4703R	Advance/imprest	lib	10.05.16	Cashier	17.05.16	
45	3919R	landline bill payment	R	11.05.16	Cashier	17.05.16	dispose off
46	3920R	landline/fwll bill payment of VCS&Camp office	R	11.05.16	Cashier	17.05.16	dispose off
47	3935R	Contingency UPCAR Proj.	DAPS	11.05.16	sa/ARF/FO	17.05.16	
48		IMPREST	RCA	12.05.16	FO	17.05.16	
49	4209R	IMPREST	I&GB	12.05.16	STENO/ARF/FO	17.05.16	
50		comparative chart for caqterers service seminar/workshop on developing skills to manage stress.....		12.05.16	fo	17.05.16	
51	8219R	REPAIRING OF SOFA SET	ABH	12.05.16	cashier	17.05.16	dispose off
52	3238R	NET-JRF/UGC	VC	12.05.16	cashier	17.05.16	dispose off
53		HONORARIUM	VC	12.05.16	Cashier	17.05.16	dispose off
54	4108R	JRF PANKAJ &RAJ KUMAR PARICHETA	LAW	13.05.16	ARF	17.05.16	
55	6175R	JRF- CHANDRA SEKHAR SAHAI	HOD	13.05.16	STENO/arf	17.05.16	
56		jrf to srf Ms. Andrey shastri	history	13.05.16	STENO/arf	17.05.16	
57	5952R	JRF FELLOWSHIP OF MS. SUCHITRA DIWAKER	ACAD	13.05.16	STENO/arf	17.05.16	
58	6342R	JRF- MAHESH KUMAR	ACAD	13.05.16	H-DES	17.05.16	
59	6392r	UGC-JRF-MR. SHAMSHAD AHMED	ACAD	16.05.16	STENO/arf	17.05.16	
60	8477r	manpower payment file	R	16.05.16	sa/arf	17.05.16	
61	8110R	PUCHASE OF FURNITURES FOR RCA	rca	16.05.16	SA/arf	17.05.16	

62	8488r	T/C PF OF SUFIA AHMED(LTC)		16.05.16	STENO/arf	17.05.16	
63	7028R	ESTABLISHMENT OF LAB	DAAS	16.05.16	Cashier	17.05.16	dispose off
64	5628R	INDO-RUSSIAN PROJ.(MAIN FILE)	DAP	16.05.16	SA	17.05.16	
65	7239R	T/C PF of Dr. Rashida Ather(LTC)	R	17.05.16	STENO	17.05.16	
66	7510R	PURCHASE OF SYMNASEUM & INDOOR GAMES ITEMS+1FILE ATTACHED	R	17.05.16	SA	17.05.16	
67	8255R	JRF VEER KUMAR RAI	ACAD	17.05.16	steno	17.05.16	
68	8385r	jrf-mr.rohit kumar	ACAD	17.05.16	steno	17.05.16	
69	7525R	JRF Ms. Maya Bharti	ACAD	17.05.16	steno	17.05.16	
70	8393r	RGNF-MR.RISHISH MISHRA	ACAD	17.05.16	steno	17.05.16	
71	6953R	PF OF SHRI GOKRAN PRASAD	VC	17.05.16	ARF	17.05.16	
72	7205R	UGC-MRP 2015-16	VC	17.05.16	ARF	17.05.16	
73		T/C PF OF LATE SHRI ISHWAR CHANDRA	VC	17.05.16	ARF	17.05.16	
74		TA BILL OF EXPERTS	VC	17.05.16	ARF	17.05.16	
75		IMPREST	DIT	17.05.16	STENO	17.05.16	
76	4035R	TWO DAY NATIONAL WORKSHOP ON UIP	CIIPP	17.05.16	STENO	17.05.16	