| S.No | File/Letter<br>No. | Subject  | From whom<br>Received | Received<br>Date | Sent to          | Sent Date | Remarks        |
|------|--------------------|--|-----------------------|------------------|------------------|-----------|----------------|
| 1    | 8255 R             | JRF fellowship of Veer Kumar.  | FO                    | 25.5.16          | FO               | 27/May    | For need full. |
| 2    | 8442 R             | Special Lecture Series.  | FO                    | 25.5.16          | HoD              | 27/May    | For need full. |
| 3    | 7525 R             | JRF payments of Ms. Maya Bharti.   | FO                    | 25.5.16          | FO               | 27/May    | For need full. |
| 4    | 8423 R             | Purchase of UPS Dispatch Sec.  | FO                    | 25.5.16          | FO               | 27/May    | For need full. |
| 5    | 8449 R             | Final Technical Report DAAS, Dr.V.Elangvan   | RSO                   | 25.5.16          | Prof.RP<br>Singh | 27/May    | For need full. |
| 6    | 4381 R             | AIU Reply's & Other Reply.   | RSO                   | 25.5.16          | RSO              | 27/May    | For need full. |
| 7    | 8009 R             | Aina Rafat MANF File, M.Phil   | AR/A                  | 25.5.16          | AR/A             | 27/May    | For need full. |
| 8    | 4271 R             | 07/Ph.D.Admission Cum DRC/ D.pharma/BBAU/12  | AR/A                  | 25.5.16          | VC               | 27/May    | For approval   |
| 9    | 5952 R             | JRF Fellowship Of Mr. Suchitra Diwaker Reserch<br>Schollar.                        | AR/A                  | 25.5.16          | AR/A             | 27/May    | For need full. |
| 10   | 8562 R             | Repearing of lab equipmeant of DAP.  | Hod                   | 26.5.16          | FO               | 27/May    | For need full. |
| 11   | 8493 R             | Principal Investigator, DST-SERB Fast Track Researcj Project, With Three More File | RSO                   | 26.5.16          | FO               | 27/May    | For need full. |
| 12   | 8543 R             | Reg. INSA Programme (2016-17) Dr. Abha Mishra.                                     | RSO                   | 26.5.16          | AR/A             | 27/May    | For need full. |
| 13   | 7153 R             | Chemical Purchase.   | Hod                   | 26.5.16          | FO               | 27/May    | For need full. |

| 14 | 8360 R | Yoga International Day.   | AR/V      | 26.5.16 | FO      | 27/May | For need full.            |
|----|--------|---|-----------|---------|---------|--------|---------------------------|
| 15 | 4232 R | dr. Ram Naresh Bharagava/ DEM,Contigency- DST-<br>SERB Project.                 | HoD       | 26.5.16 | FO      | 27/May | For need full.            |
| 16 | 3638 R | Department of Plant Science ka nirman 5(502)/14                                 | EE        | 26.5.16 | VC      | 27/May | For approval              |
| 17 | 4718 R | Ph.D JRF Fellowship File-2014   | AR/A      | 26.5.16 | AR/A    | 27/May | For need full.            |
| 18 | 8349 R | Akilesh Yadav, Fee Concession Orphan Category.                                  | AR/A      | 26.5.16 | AR/A    | 27/May | For need full.            |
| 19 | 8052 R | RGNF File Rakesh Kr. Gautam, M.Phil.  | AR/A      | 26.5.16 | AR/A    | 27/May | For need full.            |
| 20 | 8440 R | RGNF Harinath Kumar, 2015-16  | AR/A      | 26.5.16 | FO      | 27/May | For need full.            |
| 21 | 4796 R | Siddharth Boudh Research Scholar.   | AR/A      | 26.5.16 | AR/A    | 27/May | For need full.            |
| 22 | 8386 R | Reshmi Limboo, Ph.D Sociology N.F.H.S.  | AR/A      | 26.5.16 | AR/A    | 27/May | For need full.            |
| 23 | 7948 R | Photocopier Machine   | Librarian | 26.5.16 | VC      | 27/May | For approval              |
| 24 | 4609 R | Confirmation Of Teachers/ Non Teachers Empolyes.                                | VC        | 26.5.16 | AR/Estt | 27/May | For need full.            |
| 25 | 8567 R | W.P.No(S/B)Of 2016. Dr. Renu Pandey Vs. BBAU University & Other.                | DR/Legal  | 27.5.16 | VC      | 27/May | For approval              |
| 26 | 8379 R | W.P.No. (M/B) of 2016 Pichhda jan Kalyan<br>Samiti V/S Union of India & Others. | DR/Legal  | 27.5.16 | VC      | 27/May | For approval              |
| 27 | 5911 R | Representation of NCSC  | DR/Legal  | 27.5.16 | VC      | 27/May | For approval              |
| 28 | 8538 R | NOC For Poland Visit.   | HoD       | 27.5.16 | VC      | 27/May | By Hand Ripu<br>Sudan Sir |