

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	8201 R	National Flag. 5(597)/16	EE	6.4.16	FO	9/May	For need full.
2	8226 R	55th Emergent meeting of A.C.,5.4.16	AR/A	6.4.16	AR/A	9/May	For need full.
3	8369 R	T/C PF of Dr. D.R.Modi (LTC).	AR/Estt	2.5.16	VC	9/May	For approval
4	8370 R	T/C PF of Dr.Sunil Gorla. (Librian).	AR/Estt	2.5.16	IAO	9/May	For need full.
5	6266 R	Breif Note of Daily Paid Worker (DPW)	AR/Estt	2.5.16	AR/Estt	9/May	For need full.
6	5684 R	Advance for Cartridge.	AR/Snp	2.5.16	Cor-DAC	9/May	For need full.
7	8371 R	School of home science Laboratory work 5(33)ELECT/2016.	EE	2.5.16	FO	9/May	For need full.
8	8372 R	Power Suplly Extention to shed net/Polyhouse. 5(32)/2016.	EE	2.5.16	FO	9/May	For need full.
9	7187 R	Grass in Children Park	Cor-	2.5.16	Cor-GBS	9/May	For need full.
10	7811 R	Grammarly Software.	Librarian	3.5.16	VC	9/May	For approval
11	6849 R	DRC- IV alongwith 4898/R	AR/A	3.5.16	AR/A	9/May	For need full.
12	7200 R	Purchase of Computer for computer Lab.	AR/Snp	3.5.16	AR/Snp	9/May	For need full.
13	3164 R	Proposal/Purchase of Pumpingset 14-15	EE	3.5.16	FO	9/May	For need full.
14	8205 R	JRF of Narendra Gupta.& Sangeeta Kumari.	AR/A	3.5.16	AR/A	9/May	For need full.
15	8327 R	PDF Fellowship File Dr. Ved Prakash	AR/A	3.5.16	AR/A	9/May	For need full.
16	3609 R	Contingency, Consumable & Travel, SERB Project. Dr. Ramesh Cahndra.	DR-SC/ST	4.5.16	FO	9/May	For need full.
17	7146 R	PF of Dr. Alka, Asstt. Prof. DIT	FO	4.5.16	FO	9/May	For need full.
18	8384 R	ICSSR Doctoral Fellowship, Ms. Anjali Verma.	Hod	4.5.16	AR/A	9/May	For need full.
19	8255 R	JRF fellowship of Veer Kumar.	Hod	4.5.16	AR/A	9/May	For need full.
20	8385 R	JRF fellowship of Mr. Rohit Kumar.	Hod	4.5.16	AR/A	9/May	For need full.
21	7525 R	JRF payments of Ms. Maya Bharti.	Hod	4.5.16	AR/A	9/May	For need full.
22	7970 R	Works Distribution Electical ,	IAO	4.5.16	EO	9/May	For need full.
23	8366 R	Type-A, Quarters/ Tansite Hostal- कर्मचारियो की आवस्यक्ता	IAO	4.5.16	IAO	9/May	For need full.
24	8387 R	Genral Store, BBAU.	EO	4.5.16	FO	9/May	For need full.
25	8388 R	अन्य संस्थानो/कार्यालयो से प्राप्त पत्रिका ।	HO	4.5.16	HO	9/May	For need full.
26	8389 R	Honorarium File.	Dir-	4.5.16	FO	9/May	For need full.

27	8390 R	UGC-JRF, Atul Singh.	HoD	4.5.16	AR/A	9/May	For need full.
28	8391 R	Rusa Scheme for 26 model Degree Collage in U.P. 5(603)/16	AR/Estt	4.5.16	AR/Estt	9/May	For need full.
29	7552 R	CAS file of Dr. Sangeeta Krishna, CSSEIP.	PIC/Estt	4.5.16	AR/Estt	9/May	For need full.
30	7837 R	Approval for Registration Form, NSS	PIC/Estt	4.5.16	PO	9/May	For need full.
31	8392 R	Appointment of Heads of verious Departments	PIC/Estt	4.5.16	VC	9/May	For approval
32	7881 R	Appointment of Incharge guest House.	PIC/Estt	4.5.16	AR/Estt	9/May	For need full.
33	7087 R	विश्वविद्यालय अनुदान आयोग से पत्राचार.	HO	4.5.16	AR/A	9/May	For need full.
34	8393 R	RGNF of Mr. Rishish mishra.	HoD	4.5.16	AR/A	9/May	For need full.
35	8394 R	RGNF of Mr. Mussa Mohammad.	DoD	4.5.16	AR/A	9/May	For need full.
36	8395 R	External Expert for Viva-Voce Exam	HoD	4.5.16	AR/A	9/May	For need full.
37	4846 R	DG set Maintenance Work.	EO	4.5.16	FO	9/May	For need full.
38	8396 R	Post - Doctoral Fellowship Application file , Dr. Rashmi, DE	HoD	4.5.16	AR/A	9/May	For need full.
39	8362 R	Requiremeant of Steplizer.	Hod	5.5.16	AE-E	9/May	For need full.
40	8320 R	Requiremeant of five Split AC's for the Labs & office.	AR/Snp	5.5.16	EE	9/May	For need full.
41	8069 R	Co-Operetive General Store	AR/Snp	5.5.16	FO	9/May	For need full.
42	8365 R	Requiremeant of Cooler.	AR/Snp	5.5.16	VC	9/May	For approval
43	4115 R	Rate Contract For Chemicals/ Glassware/ Plastics Ware/Labware Voll-II	AR/Snp	5.5.16	AR/Snp	9/May	For need full.
44	8110 R	Purchase of furniture For RCA.	AR/Snp	5.5.16	FO	9/May	For need full.
45	7253 R	Requirment of Furniture for Newly Appointment Staff.	IAO	5.5.16	FO	9/May	For need full.
46	8191 R	Barbed wire fancing on angle iron pol for botanical garden. 5(597)/16	IAO	5.5.16	EE	9/May	For need full.
47	8333 R	International Congress of Immunology-2016 Australia.	AR/A	5.5.16	VC	9/May	For approval
48	6214 R	UGC JRF Swati Sachdev	AR/A	5.5.16	AR/A	9/May	For need full.
49	5741 R	RGNF/Ms.Babita/295	AR/A	5.5.16	AR/A	9/May	For need full.
50	8397 R	Dr. Anjali Singh Guest Faculty	AR/A	5.5.16	VC	9/May	For approval

51	8236 R	T/C Payment of vice Chancellor Mobile bill BSNL	AR/Tele	5.5.16	AR/Vehi	9/May	For need full.
52	8398 R	RGNF File Mr. Ravi Kumar Angare.	Hod	5.5.16	AR/A	9/May	For need full.
53	8399 R	Self Aprisial Repaort PBAS Dr. NaveenKumar Arora.	Hod	5.5.16	AR/Estt	9/May	For need full.
54	8400 R	RGNF file of Mr. Siddharth Boudh ph.D.	Hod	5.5.16	AR/A	9/May	For need full.
55	7475 R	केन्द्रीय पुस्तकालया मे स्थापित दोनो लिफ्टों का अनुरकछनीय अनबंध 5(584)/2015	DR/Legal	5.5.16	VC	9/May	For approval
56	3566 R	Enggagement of LDC (02 Nos) and Driver (02 Nos) in VC Sectt./VC office.	DR/Legal	5.5.16	VC	9/May	For approval
57	8106 R	T/C PF of Dr. Brijesh Kumar, Assistant Prof. Sociology.	DR/Legal	5.5.16	AR/Estt	9/May	For need full.
58	6561 R	T/C Nomination of BOM.	PIC/Esstt	5.5.16	VC	9/May	For approval
59	8295 R	To Attand short Term Course. University of Burdwan	PIC/Esstt	5.5.16	VC	9/May	For approval
60	5613 R	MHRD/UGC, Corespondence.	PIC/Esstt	5.5.16	AR/Estt	9/May	For need full.
61	7190 R	PF of Sh. Arvind Shukla. RSO	PIC/Esstt	5.5.16	IAO	9/May	For need full.
62	7845 R	TC/ डा.बेला तुर्की कौशल शोध छात्र DAAS	PIC/Esstt	5.5.16	Proctor	9/May	For need full.
63	8161 R	Promotion Under CAS Dr. Jya Srivastava.	PIC/Esstt	5.5.16	Chair-MYK	9/May	For need full.
64	8326 R	Refresher Course in Academic Staff Collage, LU. Dr. G.S.babu	PIC/Esstt	5.5.16	VC	9/May	For approval
65	8187 R	Complaint reg. Tender Doucument of Man Power Suplly Store Section.	PIC/Esstt	5.5.16	IAO	9/May	For need full.
66	8348 R	Redusing electricity Transmision Loss in the University.	PIC/Esstt	5.5.16	AR/Estt	9/May	For need full.
67	8401 R	Dr. Venkatesh Kumar, DAAS.	PIC/Esstt	5.5.16	VC	9/May	For approval
68	8402 R	Re-employeant of Teachers staff Superannuation.	PIC/Esstt	5.5.16	VC	9/May	For approval
69	8403 R	Application Apply through proper channel to different Bibekanand Nayak, CSSEIP, SAS.	PIC/Esstt	5.5.16	VC	9/May	For approval
70	8404 R	T/C Dr. Shalini Chandra, DCS.	PIC/Esstt	5.5.16	VC	9/May	For approval

71	8405 R	Approval For Guest Faculty & Non teaching Staff , Remidial Languge- English.	PIC/Esstt	5.5.16	VC	9/May	For approval
72	8406 R	TO attend Refresher Course Dr. Narendra Kumar.	Hod	5.5.16	AR/Esstt	9/May	For need full.
73	8407 R	BPGS-DCS, Part-III.	Hod	5.5.16	AR/A	9/May	For need full.
74	6992 R	Medical Reimbursement File Retired Employee.	CMO	5.5.16	FO	9/May	For need full.
75	6980 R	JRF file Mr. Amit Singh.	FO	5.5.16	FO	9/May	For need full.
76	6392 R	UGC-JRF, Reasearch Scholar Mr. Shamshad Ahmad	AR/A	5.5.16	AR/A	9/May	For need full.
77	8377 R	R-Construction Of Main GateNear Siddhartha Boys Hostel 5(601)/2016.	IAO	5.5.16	FO	9/May	For need full.
78	4189 R	AMC.of Ceiling Fan & Exhaust Fan. Part-2, 5(271)/14	EE	5.5.16	FO	9/May	For need full.
79	5641 R	Supervisor Dr. Sangeeta Saxena DBT, Verendra Shukla	HoD	5.5.16	AR/A	9/May	For need full.
80	8411 R	Proposal submission for Early Career Grant, By Monika Shrma.	HoD	5.5.16	RSO	9/May	For need full.
81	4393 R	Man Power Requirment / DEM, DST-SERB Project.	HoD	5.5.16	AR/A	9/May	For need full.
82	8412 R	Remuneration of Examination.	CoE	5.5.16	IAO	9/May	For need full.
83	8367 R	UGC-SRF- Sushile Kumar Bharti.	VC	5.5.16	AR/A	9/May	For need full.
84	8368 R	PBAS- Dr. U.V.Kiran, HD&FS, SHSc.	VC	5.5.16	AR/Esstt	9/May	For need full.
85	8322 R	Dr. Neetu Singh CAS (Reder).	VC	5.5.16	AR/Esstt	9/May	For need full.
86	8414 R	T/C PF of Dr. Mahadeva A. RCA	PIC/Esstt	6.5.16	IAO	9/May	For need full.
87	8057 R	Representation from Sh. Bodh Lal & R.S. Rai.	PIC/Esstt	6.5.16	DR-SC/ST	9/May	For need full.
88	8347 R	Permanent Decorative Light Focus in the Admin. Bulding.	PIC/Esstt	6.5.16	AR/Esstt	9/May	For need full.
89	8415 R	T/C Planning Board	PIC/Esstt	6.5.16	VC	9/May	For approval
90	8416 R	Complaint of Dr. Venkatesh Dutta, DST-CPR	PIC/Esstt	6.5.16	VC	9/May	For approval
91	6060 R	fees jama krne hetu aavedan patra	AR/A	6.5.16	VC	9/May	For approval

92	7600 R	Resignation From the Post Of DST Inspire Faculty Position Dr. Pramod Kumar Kushwaha.	AR/A	6.5.16	HoD DBT	9/May	For need full.
93	6630 R	For Fees Refund to Toppers.	AR/A	6.5.16	VC	9/May	For approval
94	7300 R	केन्द्रीय पुस्तकालय अनुरक्छडिय कार्य 5(580)/2015.	IAO	6.5.16	FO	9/May	For need full.
95	5952 R	JRF Fellowship Of Mr. Suchitra Diwaker Reserch Schollar.	Hod	6.5.16	AR/A	9/May	For need full.
96	8417 R	JRF Continuation Certificate, Sandeep Kr. Aditya.	Hod	6.5.16	AR/A	9/May	For need full.
97	7092 R	RGNF Joining of Mr. Girijesh Kr. Singh.	AR/A	6.5.16	AR/A	9/May	For need full.
98	8418 R	Teaching of moral Studies & Ambedkar Studies	AR/A	6.5.16	AR/A	9/May	For need full.
99	5808 R	191/RGNF Shweta Sankhwar/ DIT/BBAU/2015	AR/A	6.5.16	AR/A	9/May	For need full.
100	4993 R	Fellowship RGNF- JRF (2012-13), Rachna singh DEM	AR/A	6.5.16	AR/A	9/May	For need full.
101	3586 R	Permission for PDF DAPS, Ms. Namria Sing	AR/A	6.5.16	AR/A	9/May	For need full.
102	6240 R	RGNF 2014-15 Sonam	AR/A	6.5.16	AR/A	9/May	For need full.
103	7274 R	JRF , Hage Tam.	AR/A	6.5.16	AR/A	9/May	For need full.
104	8133 R	RGNF Fellowship Arvind Swaroop & Alok Saroj.	AR/A	6.5.16	AR/A	9/May	For need full.
105	8419 R	Appointment of Project Staff, Dr. Surendra Meher.	HoD	6.5.16	VC	9/May	For approval
106	8420 R	NOC for RGNF, Ms Pratinidhi.	HoD	6.5.16	AR/A	9/May	For need full.
107	4117 R	Payment of vice Chancellor Mobile bill Post Paid Sim For VC.	AR/Tele	6.5.16	FO	9/May	For need full.
108	6908 R	PG Indira gandhi scholarship for single girl Child.	AR/A	6.5.16	AR/A	9/May	For need full.
109	6342 R	JRF - Fellowship, Mahesh Kumar	AR/A	6.5.16	AR/A	9/May	For need full.
110	8182 R	RGNF Virendra Kumar-M.Phil.	AR/A	6.5.16	AR/A	9/May	For need full.
111	6772 R	Suply of Electrical Goods 5(535)/2015 Part-3	EE	6.5.16	FO	9/May	For need full.
112	3163 R	Imprest Payment Adjustment 5 (194)14-15	EE	6.5.16	FO	9/May	For need full.
113	8279 R	Type-A, आवास अनुरक्छड कार्य 5(326)/2011, Part-1.	EE	6.5.16	FO	9/May	For need full.
114	7432 R	Advance for meeting.	EE	6.5.16	AR/Snp	9/May	For need full.
115	3675 R	मा. कुलपति महोदय के अंगरक्षक	EO	6.5.16	FO	9/May	For need full.

116	3545 R	Plantation Work By GBS Part -2	Coo/GBS	6.5.16	FO	9/May	For need full.
117	7999 R	Establishment of Nursery	Cord.GBS	6.5.16	FO	9/May	For need full.
118	8423 R	Purchase of UPS Dispatch Sec.	AR/Snp	6.5.16	FO	9/May	For need full.
119	8424 R	Purchase of Key Board for Finance Sec.	AR/Snp	6.5.16	FO	9/May	For need full.
120	7315 R	Purchase of Toner For Toshiba Photocopier Machine For V.C. Office.	AR/Snp	6.5.16	AR/Snp	9/May	For need full.
121	8425 R	Yearly Progress report file.	Hod	6.5.16	AR/A	9/May	For need full.
122	5960 R	Requiremeant of Computers.	AR/Snp	6.5.16	FO	9/May	For need full.
123	8252 R	Inspire Faculty Dr. Alok Kumar Singh.	Hod	6.5.16	AR/A	9/May	For need full.
124	4130 R	UGC- Project U.C File DAAS Dr. V. Elangovan.	FO	6.5.16	FO	9/May	For need full.
125	8408 R	GPAT- Fellowship	FO	6.5.16	Prof. RA. Khan	9/May	For need full.
126	7505 R	Compassionate Appointmeant Against Late Shri ishwar Chand.	PIC/Estt	6.5.16	IAO	9/May	For need full.
127	8426 R	Maintennance Of Central Library 5(599)/2016.	EE	6.5.16	IAO	9/May	For need full.
128	8428 R	RGNF Fellowship File Rashmi Kumari.	Hod	6.5.16	AR/A	9/May	For need full.
129	8429 R	JRF Fellowship File Ruchika Kumari.	Hod	6.5.16	AR/A	9/May	For need full.
130	7612 R	Purchase of Deep Freezer.	AR/Snp	6.5.16	IAO	9/May	For need full.
131	7935 R	Purchase of online UPS & Fax Machine.for VC Sectt.	AR/Snp	6.5.16	FO	9/May	For need full.
132	7995 R	M.Sc. Life Science , Sourabh Verma & Vijay Kumar Singh.	VC	6.5.16	AR/A	9/May	For need full.
133	8376 R	T/C Payment of engagemeant of Driver On Contract For VC Sett.	DR/Legal	6.5.16	AR/Vehi	9/May	For need full.
134	8432 R	T/C Promotion / DPC Group-B Post.	PIC/Esstt	9.5.16	VC	9/May	For approval
135	7919 R	Screeing of application for the Non Teaching posts.	PIC/R	9.5.16	PIC/R	9/May	For need full.
136	8433 R	GPAT- Fellowship Part-2	FO	9.5.16	VC	9/May	For approval
137	8142 R	Recruitment file. DST SERB Project.	Cor/Pharm	9.5.16		9/May	By hand Dr.Sudipta Saha
138	8408 R	GPAT- Fellowship	FO	9.5.16	VC	9/May	For approval

139	8432 R	T/C Promotion / DPC Group-B Post.	VC	9.5.16	AR/Erstt	9/May	For need full.
140	7897 R	Payment of DPW	PIC/Estt	9.5.16	FO	9/May	by hand Anuj.
141	8408 R	GPAT- Fellowship	VC	9.5.16	VC	9/May	For approval