

S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	8451/R	Presence of PAC in Campus	R	10/5/2016	Proctor	18/05/2016	Yes if as per rules
2	-	Institution Biosafety Committee, DBT	R	12/5/2016	R	18/05/2016	Will it be lucknow body?
3	4609/R	Confirmation of Teachers/ Non-Teaching Employees	R	12/5/2016	R	18/05/2016	Please suggest
4	7856/R	Dr. Raj kumar, DHR	Dean SLS	12/5/2016	Dean SLS	18/05/2016	Seen
5	7948/R	PhotoCopier Machine, GBL	FO	12/5/2016	FO	18/05/2016	Yes if as per rules
6	7000/R	JRF File Payment, Deptt. Of Economics	FO	12/5/2016	FO	18/05/2016	Yes if as per rules
7	-	Workshop on Film Making, Media centre	I/C Director (DMCJ)	12/5/2016	I/C Director (DMCJ)	18/05/2016	Ok if as per rules
8	7505/R	Compassionate Appointment (Against Late Shri Ishwar Chand)	R	13/05/2016	R	18/05/2016	He can be considered for MTS post
9	-	Pump Maintenance Work, EE	FO	16/05/2016	FO	18/05/2016	Yes if as per rules
10	7922/R	Re-advertisement of Teaching Posts 01/(2106)	FO	16/05/2016	FO	18/05/2016	Yes if as per rules
11	4876/R	Supply of Electrical Goods 5(535)/2015 Part I	FO	16/05/2016	FO	18/05/2016	Yes if as per rules
12	8437/R	Providing the copy of <b>Indian Bar Review 2015 &amp; 2016</b> in Departmental Library, DHR	FO	16/05/2016	FO	18/05/2016	Yes as per rules
13	8473/R	Proposal to start B.A.L.L.B. (5 Year) Integrated Course, Dept. Of Law	R	16/05/2016	R	18/05/2016	A-Please prepare this proposal

14	8407/ R	BPGS-DCS (Part-III), DCS	R	16/05/2016	R	18/05/2016	Yes if strictly as per rules
15	8200/ R	Medial Reimbursement, Dr. S.Maji, Asstt. Prof., DAPS	R	17/05/2016	R	18/05/2016	A-Ok
16	8118/ R	Teachers Medical Bills	FO	17/05/2016	FO	18/05/2016	Yes if as per rules
17	8273/ R	Reg. Filling of Petrol/Desiel on credit basis	FO	17/05/2016	R	18/05/2016	For comment
18	-	Publication of Admission Notification-2016	FO	17/05/2016	FO	18/05/2016	Yes if as per rules
19	3255/ R	Internet connection, Type-A Residence/Antivirus, C.C.	FO	17/05/2016	FO	18/05/2016	Yes if as per rules
20	-	Part Time Assistant Data Entry ICSSR Project/DPS, Dr. Sartik Bagh	FO	17/05/2016	FO	18/05/2016	Yes if as per rules
21	8261/ R	Imprest Money File, RCA Boys Hostel	FO	17/05/2016	FO	18/05/2016	Yes if as per rules
22	1424/F O	Contingency & Allied Expenditure File, ICSSR-N.Delhi, Prof. Narendra Kumar & Dr. Sartik Bagh (Pol. Sci.)	FO	17/05/2016	FO	18/05/2016	Yes if as per rules
23	8096/ R	Estate Maintenance Works, Part 2nd	FO	17/05/2016	FO	18/05/2016	Yes if as per rules
24	-	(Ambedkar Jayanti) Cultural Program, Home Scinces	FO	17/05/2016	FO	18/05/2016	Where the complete account adjustment Act?
25	-	One confidential file in a closed envelope	COE office	17/05/2016	COE office	COE office	Confidential

26	7288/ R	LTC of Dr. Gopal Singh, DMCJ	FO	17/05/2016	FO	18/05/2016	अनुमोदित अगर पूर्णतया नियमानुसार है तो
27	-	Adjustment of LTC (Prof. Sanatan Nayak), DE	FO	17/05/2016	FO	18/05/2016	Yes if strictly as per rules
28	3213/ R	ICSSR Project, Dr. Shashi Kumar, Asstt. Prof., DHR	FO	17/05/2016	FO	18/05/2016	अनुमोदित अगर पूर्णतया नियमानुसार है
29	-	T/C Nomination of BOM	Pi/c(Estt.)	17/05/2016	Pi/c(Estt.)	17/05/2016	Approved member of BOM
30	8392/ R	Appointment of Head of Various Deptt.	Pi/c(Estt.)	17/05/2016	Pi/c(Estt.)	17/05/2016	Approved appointment of Head
31	8468/ R	Confirmation, Dr. Taruna, DRM	R	12/5/2016	R	18/05/2016	Where is the original file?
32	-	राहुल सास्कृत्यायन की जन्म शताब्दी 2016	FO	17/05/2016	FO	18/05/2016	Ok if as per rules
33	8467/ R	Institution Biosafety Committee, DBT	R	18/05/2016	R	18/05/2016	As ammended
34	8456/ R	Dr. Manoj Kumar, DCS, Reg Refresher Course	R	18/05/2016	R	18/05/2016	Who will take his classes?
35	8463/ R	Academic activities, Dr. M.L.Meena, DAPS(Horti.)	R	18/05/2016	R	18/05/2016	Yes if as per rules
36	8492/ R	Grievances related to Project Fellow, SC/ST cell	R	18/05/2016	R	18/05/2016	Ok
37	7811/ R	Grammarly Software, GBL	R	18/05/2016	R	18/05/2016	Yes if as per rules

38	8317/ R	Application form for Refresher Course, DAS, Dr. Amit Kumar Misra, Asst. Prof.	R	18/05/2016	R	18/05/2016	Is he regular & confirmed employee
39	4609/ R	Confirmation of Teachers/ Non-Teaching Employees	R	18/05/2016	R	18/05/2016	I am not asking personal opinion Registrar is to supposed to give the names
40	8397/ R	Dr. Anjali Singh, Guest Faculty Applied Geology	R	18/05/2016	R	18/05/2016	Registrar to take appropriate action if she deems fit
41	8488/ R	T/C PF of Sufia Ahmed, Asst. Prof., Dept. of Law(LTC)	FO	18/05/2016	R	18/05/2016	Yes if as per rules
42	8226/ R	55th emergent meeting of Academic Council held on 05.04.2016	Pi/c(Estt.)	18/05/2016	R	18/05/2016	Ok if as per rules
43	8164/ R	54th meeting of Academic Council held on 21.03.2016	Pi/c(Estt.)	18/05/2016	R	18/05/2016	Ok if as per rules
44	5459/ R	Appointment-Proctor & Constitution of Proctorial Board	Dr. Victor Babu	18/05/2016	R	18/05/2016	Please change the order as per statutes
45	8461/ R	56th Emergent meeting of Academic Council held on 11.05.2016	AR(Acad.)	18/05/2016	R	18/05/2016	Ok if as per rules