

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	3247/R	PF of Dr. Beer Singh Bhadauria, Prof. of DAM&S	R	27/4/2016	R	2/5/2016	Ok, But registrar must ensure that everything is within the rules & regulations. If as per latest letter issued by the MHRD that if any thing goes wrong Registrar/FO will be responsible.
2	8246/R	RGNF file of Ms. Sujata, DEM	R	28/4/2016	R	2/5/2016	Yes as per rules
3	7239/R	T/C PF of Dr. Rashida Ather, Asstt. Prof. (LTC)	R	28/4/2016	R	2/5/2016	अनुमोदित अगर नियमानुसार है
4	4244/R	Health Centre	R	28/4/2016	R/CMO	2/5/2016	Please start implementation immediately

5	8338/R	Introduction & Swach Bharat Pakhwada in Central Universities	R	28/4/2016	Dr. D.P.Singh	2/5/2016	Dr. D.P.Singh to please discuss, Their was another file Dr. Dutta must be aware of
6	8191/R	Barbed wire Fencing on angle Iron Port for botanical garden	R	28/4/2016	R	2/5/2016	Ok as per rules
7	5620/R	Constitution of planning Board	R	28/4/2016	R	2/5/2016	Yes & Immediately
8	8315/R	Budget Requirement 2016-19	R	28/4/2016	FO	2/5/2016	-
9	5881/R	General office order	R	28/4/2016	R	2/5/2016	Please give recommendati on by 9/5/16 positively
10	8222/R	Request for the Approval of Open a Saving Project account for SERB-Start up Grant, Dr. Jawahar Lal, DAC	R	28/4/2016	R	2/5/2016	Ok
11	8266/R	T.A. File, DES	R	28/4/2016	R	2/5/2016	Ok as per rules but please avoid private air lines

12	8340/R	One confidential file of 57th BOM in a closed envelope	R	28/4/2016	Prof. R.B.Ram	2/5/2016	Confidential
13	6853/R	GPAT Fellowship (Batch-2012-14), D.Ph.S.	FO	28/4/2016	FO	2/5/2016	Yes as per rules
14	7440/R	Advance for 103rd Indian Science Congress, 2016-held at Univ. of Mysore, Mysuru.- Prof. R.P.Singh, DES	FO	29/4/2016	FO	2/5/2016	अनुमोदित अगर नियमानुसार है
15	8283/R	Equipment-Dr. Jawahar Lal, DAC-Approval for Technical Committee(DST-SERB, Start Up Grant)	FO	29/4/2016	FO	2/5/2016	अनुमोदित अगर नियमानुसार है
16	8131/R	UGC Start-UP-Grant, DAS	FO	29/4/2016	FO	2/5/2016	Seen
17	6843/R	Dr. Nirula, Research scientist 'B', DH	R	29/4/2016	R	2/5/2016	Registrar to ensure that the fact mentioned in the letter are correct
18	7978/R	XVI Advisory Committee Meeting for SC/ST 2016	R	29/4/2016	R	2/5/2016	अनुमोदित अगर नियमानुसार है
19	8348/R	Reducing electricity transmission loss in the University, EO	R	29/4/2016	R	2/5/2016	yes as per rules
20	8347/R	Permanent decorative lights (focus) in the Administrative Building, EO	R	29/4/2016	R	2/5/2016	yes as per rules
21	8282/R	Dr. Jawahar Lal, Allocatoin of Recurring Budget (DST-SERB, Start Up Grant)	FO	29/4/2016	FO	2/5/2016	अनुमोदित अगर नियमानुसार है

22	-	टाइप 'ए' क्वार्टर्स, टांजिट होस्टल हेतु कर्मचारियों की आवश्यकता	FO	29/4/2016	R	2/5/2016	-
23	8357/R	National service scheme Approval for programs, NSS	R	2/5/2016	R	2/5/2016	Very good
24	R	One file of Tender/Purchase committee in a closed Envelope	R	2/5/2016	R	2/5/2016	Confidential