

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	-	Requirement of Chemicals/Glasswares & Plasticwares for Financial Year 2016-17- Department of Phamacutical Sciences	FO	05.05.2017	FO	5.11.17	Please discuss.
2	-	Classes for Moral studies & Ambedkar Studies	Head DEM	09.05.2017	FO	5.11.17	Ok
3	3930/R	AMC of DG Sets Part-II AE (Elec)/3930/R	EE	09.05.2017	FO	11.05.2017	Ok if as per rules.
4	4082/R	Children Education Allowance, Part III	FO	09.05.2017	FO	11.05.2017	Yes if as per rules only.
5	10318/R	International Conference at Bogor (Indonesia)- Prof. Rana Pratap Singh, DES	FO	09.05.2017	FO	11.05.2017	Please discuss.
6	-	File No. 29 - COE Office	COE Office	09.05.2017	COE Office	11.05.2017	-
7	10396/R	Orientation Programme (Dr. Pranav Kumar Anand, Assistant Professor, DE)	R	09.05.2017	R	11.05.2017	Ok if Classes & student work dose not suffer.

8	9846/R	CCTV Camera Requirement for Registrar Office, Finance Office & COE Office-5(72)Elect/2017	FO	09.05.2017	FO	11.05.2017	Yes if as per rules.
9	-	Purchase of Curtain for Incharge Office and Lobby of the Guest Hosue-			I/c Guest House	11.05.2017	Yes as per rules.
10	-	Bathroom Fittings in the VVIP Rooms of Type-'A'- Guest Hosue			I/c Guest House	11.05.2017	Yes as per rules.
11	-	Requirement of Table of Chairs in the Open Area of Guest House			I/c Guest House	11.05.2017	Yes as per rules.
12	-	Requirement of Swing in the Hut of Guest House			I/c Guest House	11.05.2017	Yes as per rules.
13	-	Fixing of Runner's of Cushion, Rubber Runner's etc. in the Guest House and VVIP Type-'A'- Guest House			I/c Guest House	11.05.2017	Ok if as per rules.
14	-	Payment of TA - Prof. Nirmal Singh			FO	11.05.2017	Ok as per rules.
15	10215/R	Appointment of Dean Alumani Relations- Esst. Section			R	11.05.2017	Ok

16	10224/R	Maintaining & Uploading the DATA Pertaining to Ph.D Scholars on the website of BBAU (File No. 155/BBAU/SC/ST/Cell/20 17)			R	11.05.2017	As ammended.
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