

| S.No | File.No | Subject | From whom Received | Received Date | Sent to | Sent Date | Remarks |
|------|---------|---|---------------------|---------------|-----------------|------------|---|
| 1 | 10209/R | PF of Dr. Mahendra Kumar Padhy, Assistant Professor, DMCJ Part-II (PF No. 160) + 7437/R PF of Dr. MK Padhy (02 Files) | R | 01.05.2017 | R | 09.05.2017 | Ok |
| 2 | 10253/R | International Conference-CPD | FO | 03.05.2017 | Dr. LC Mallaiah | 5.9.17 | Please discuss. |
| 3 | - | Resource Person File-CPD (07/CPD/BBAU) | Dr. LC Mallaiah | 03.05.2017 | FO | 5.9.17 | - |
| 4 | 9715/R | TC PF of Shri Rama Shankar Singh, Finance Officer (Reg: Home Town LTC) | Prof. Preeti Saxena | 04.05.2017 | R | 5.9.17 | Yes if as per rules. |
| 5 | 4657/R | DRC 2nd File (Deptt of Sociology) | R | 05.05.2017 | R | 5.9.17 | Seen if Strictly as per rules. |
| 6 | 8487/R | General Office Order/Correspondence w.e.f. May, 2016 | R | 05.05.2017 | R | 5.9.17 | Ok |
| 7 | 10363/R | Counting of Past Services File- Estt. Section | R | 05.05.2017 | R | 5.9.17 | Prof. MY Khan is for Sciences, hence Prof. Ram Chandra is also added. |
| 8 | 10370/R | Research Proposal- Dr. G. Sunil Babu, DBT, SBBT | R | 05.05.2017 | R | 5.9.17 | Ok if as per rules. |
| 9 | 9756/R | Promotion to The Higher Grade of Professor (Stage-6) Under CAS-3 | R | 05.05.2017 | R | 5.9.17 | Ok |

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| 10 | 10288/R | Application Forwarding - Dr. BN Prasad, History | R | 05.05.2017 | R | 5.9.17 | Ok if as per rules. |
| 11 | 10367/R | T/C Promotion of Driver through departmental exam. | R | 05.05.2017 | R | 5.9.17 | Ok |
| 12 | 1816/R | Payment of TA Bills of VC Part-II w.e.f. 21.01.2013 | FO | 05.05.2017 | FO | 5.9.17 | Yes if as per rules. |
| 13 | 9556/R | Establishment of Labs and Resources Centres-Deptt. of Education | FO | 05.05.2017 | FO | 5.9.17 | Yes if as per rules. |
| 14 | 7937/R | CST UP Project (PI-Dr. Sangeeta Saxena, DBT) | FO | 05.05.2017 | FO | 5.9.17 | Yes if as per rules. |
| 15 | 6630/R | For Fees Refund to Toppers- DRM + 9601/R Fee Reimbursed-DIT | R | 05.05.2017 | R | 5.9.17 | Ok |
| 16 | - | Two files 307,298 | COE Office | 05.05.2017 | COE Office | 09.05.2017 | - |
| 17 | - | Purchase of Cot (Students) for Kanishka Boys Hostel- STR/BBAU/2017 | FO | 05.05.2017 | FO | 5.9.17 | Yes, fund of framed for all Girl Hostels. |
| 18 | 7152/R | GPF/CPF Advance/Withdrawal, Non Teaching - Part IV | FO | 05.05.2017 | R | 5.9.17 | Yes if as per rules. |
| 19 | - | Two File in envelop-299,318- COE Office | COE Office | 08.05.2017 | COE Office | 09.05.2017 | - |
| 20 | - | Publication of Tender Notice Part-2 (S&P Section) | FO | 08.05.2017 | FO | 09.05.2017 | Yes if as per rules. |

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| 21 | - | Printing of Report of Functioning of the University- Prof. Rana Pratap Singh, Co-ordinator, CIIPP | FO | 08.05.2017 | FO | 5.9.17 | Ok if as per rules. |
| 22 | 10248/R | DBT Project (PMDE) TDS reduction for development of decolourisation and detoxification | Prof. Ram Chandra | 09.05.2017 | Prof. Ram Chandra | 09.05.2017 | Yes if as per rules. |
| 23 | - | Payment for Frontiers in Microbiology- Prof. Ram Chandra, DEM | Prof. Ram Chandra | 09.05.2017 | FO | 5.9.17 | Yes if as per rules. |
| 24 | - | Approval/Releving Letter for Orientation Programme- Dr. Jawahar Lal, DAC | Dr. Jawahar Lal, DAC | 09.05.2017 | R | 5.9.17 | Ok provided should work do not suffer. |
| 25 | - | Cleaning Work- GBS | GBS | 09.05.2017 | GBS | 09.05.2017 | Yes if as per rules. |
| 26 | - | Zero Semester of UG and PG Stduents- BBAU Satellite Campus, Tikar Mafi, Amethi (File No. 84/OSD/BBAU/17) | OSD, Satellite Campus, Amethi | 09.05.2017 | OSD, Satellite Campus, Amethi | 09.05.2017 | Ok if as per rules. |
| 27 | 4403/R | Requisite for Water Cooler- Engg. Section/store Part-1 5(391)/13 | | | FO | 09.05.2017 | - |