

S.No	File.No	Subject	From whom Received	Received Date	Sent to		Remark
1	7812R	EARN WHILE LEARN SCHEME	VC	26.07.17	FO/ARF/SOI/ SA	17.11.17	
2		HUZAIFA MANSSOR SIDDIQUI REIMBURSEMENT	VC	27.07.17	FO/ARF/SOI	17.11.17	
3		ADVANCE FOR PESTICIDE & ORGANIC FERTILIZER (MULBERRY GARDEN REARING HOUSE)	DAAS	22.09.17	ARF/SOI/LDC /so/arf/fo/A RF/SOI /CASHIER	17.11.17	disposed off
4		TENDER FOR MANPOWER/SECURITY AGENCY AND SANITATION SERVICES AT BBAU AMETHI	VC	25.09.17	FO/SO/ARF/ SO/CASHIER/ FO/ARF/SOI/ AR(S&P)	17.11.17	
5		PURCHASE THROUGH CARD PAYMENT	GBS	26.09.17	ANKIT/SO/A RF/FO/ARF/F O/ARF/SOII/ CASHIER	17.11.17	
6		NEWSPAPER & PERIODICALS	RCA	09.10.17	LDC/so/arf/f o/ARF/SOII/ CASHIER	17.11.17	disposed off
7		adjustment of file of due amount (7500/-) dr.D.K.YADAV.	DE	10.10.17	FO/ARF/SOII /CASHIER	17.11.17	disposed off
8	11029R	ENGAGEMENT OF LEGAL CONSULTANT (METAR IN RAJAN MISHRA)	R	10.10.17	FO/ARF/SA(L)	17.11.17	
9	3128R	repair of spectrophotometer	des	10.10.17	fo/ARF/SOI/ SA	17.11.17	
10		HONORARIUM TO RCP COORDINATOR	rcp	10.10.17	fo/ARF/SOII/ LDC	17.11.17	
11	3807R	SPOKEN ENGLISH PROGRAMME	RCP	11.10.17	fo/ARF/SOII/ LDC	17.11.17	

12	10503R	POST MATRIC SCHOLARSHIP & FEE REIMBURSEMENT 2017-18	VC	25.10.17	FO/ARF/SOII /ARF	17.11.17	
13	10983R	UTILIZATION CERTIFICATE 12TH PLAN	R	26.10.17	FO/ARF/SOI	17.11.17	
14	6111R	PART TIME MEDICAL ATTENDANT APPOINTMENT OF CONTACT BASIS	R	26.10.17	Idc/FO/VC	17.11.17	
15	5873R	PURCHASE OF EQUIPMENTS	DES	27.10.17	SA/SO/ARF/F O/ARF/SOI	17.11.17	
16	7268R	PAYMENT FOR NEWSPAPER AND MAGAZINE	LIB	30.10.17	LDC/SO/ARF /FO/ARF/SOI I/CASHIER	17.11.17	
17	9197R	DISSERTATION FILE PROF R.B.RAM	DAPS	30.10.17	ANKIT/SO/A RF/FO/ARF/S OII/CASHIER	17.11.17	disposed off
18	7370R	BOOK-STOPPERS	GBL	30.10.17	FO/ARF/SA/S O/ARF	17.11.17	
19	11110r	consumable sports items requirement-2017/18	r	01.11.17	fo/ARF/SOI/L DC	17.11.17	
20		MODULAR LAB FURNITURE SHIFTING AND INSTALLATION	EE	01.11.17	SA/SOI/ARF/ FO/ARF/SOI/ CASHIER	17.11.17	disposed off
21		IMPREST MONEY FOR DMCJ	DMCJ	01.11.17	ANKIT/FO/A RF/SOII/CAS HIER	17.11.17	disposed off
22	10981R	NAME PLATE PAYMENT	DRM	02.11.17	LDC/fo/arf/S OII/CASHIER	17.11.17	

23		IMPREST MONEY FOR SGH	SGH	06.11.17	ANKIT/SO/ARF/FO/ARF/SOII/CASHIER	17.11.17	disposed off
24	7902R	COLOURING/FINISHING OF CEMENTED POTS/PLANTS P-2	GBS	06.11.17	LDC/SO/ARF/FO/ARF/SOII/CASHIET	17.11.17	
25	9068R	PAY FIXATION OF TEACHERS UNDER CAS VENKATESH DUTTA	AR(E)	06.11.17	fo/ARF/SOII/LDC	17.11.17	
26	3545R	PLANTATION WORK BY GBS PART-II	GBS	08.11.17	ANKIT/SO/ARF/FO	17.11.17	
27	9616R	COMMON TENDER COMMITTEE/PURCHASE COMMITTEE	VC	08.11.17	AERF/FO/ARF/SOII/AR(S&P)	17.11.17	
28		fellowship atul kumar upadhyay	vc	10.11.17	arf/SOII/CASHIER	17.11.17	disposed off
29	4776R	ADVANCE/BRNS/DAP DR B C YADAV	vc	10.11.17	ARF/SOII/CASHIER	17.11.17	disposed off
30		CASH ADVANCE AE(E)	EE	10.11.17	ARF/SOII/ARF/fo/SA	17.11.17	
31	5058R	PROPOSAL FOR GRANT FROM THE VC'S DESCRETIONARY FUND+1 FILE ATTACHED	AR(A)	10.11.17	FO/ARF/SOII/CASHIER	17.11.17	disposed off
32	11157r	special lecture	dps	13.11.17	ldc/SO/ARF/FO	17.11.17	
33	11032R	DR.SARITA YADAV FELLOWSHIP	VC	14.11.17	ARF/SOII/CASHIER	17.11.17	disposed off
34	4647R	DST CENTRE FOR POLICY RESEARCH VOLUME II	VC	15.11.17	ARF/SOII/CASHIER	17.11.17	disposed off
35	3043R	SOCIAL SCIENCE JOURNALS PRINTING NMP VERMA	VC	14.11.17	ARF/SOII/LDC	17.11.17	

36	9318R	DR. MADHURKAR SAXSENA FELLOWSHIP GRANT	VC	15.11.17	ARF/SOI/CAS HIER	17.11.17	DISPOSED OFF
37		CONTINGENCY DR. JAWAHAR	VC	15.11.17	ARF/SOI/CAS HIER	17.11.17	disposed off
38	8703R	MEDICAL REIMBURSEMENT NON-TEACHING BILLS	VC	15.11.17	ARF/SOII/CA SHIER	17.11.17	disposed off
39	7937R	CST UP PROJECT CONTINGENCY DR. SANGEETA SAXENA	VC	15.11.17	ARF/SOI/CAS HIER	17.11.17	disposed off
40		DR. VENKATESH KUMAR JRF SALARY FILE	VC	15.11.17	ARF/SOI/CAS HIER	17.11.17	disposed off
41		DST-SERB GRANT OF DR JAWAHAR LAL HEAD: MANPOWER SALARY (PROJECT FELLOW, RECURRING ITEMS-A	DAC	16.11.17	SA/SO/ARF	17.11.17	
42		PHOTO COPY MACHINE FUJER KIT AND POWER SUPPLY MENITANCE REGARDING	VC	16.11.17	ARF/SOI/HE AD DEPT ECONOMICS	17.11.17	
43	7601R	Repairing of stage in main auditorium	VC	16.11.17	ARF/SOI/EE	17.11.17	
44	7205R	221/UGC-MRP (2015-16) DIT BBAU/15 OF INFORMATION TECHNOLOGY	VC	16.11.17	ARF/SOI/cas hier	17.11.17	disposed off
45		UGC NON NET FELLOWSHIP FINANCE	VC	16.11.17	ARF/SOII/cas hier	17.11.17	disposed off
46	10681R	PURCHASE OF KIT FOR BOM MEMBERS MEETING SCHEDULED ON 22.07.17	R	16.11.17	ARF/SOI/LDC	17.11.17	
47	8926R	GAURAV RAJ DEWIVEDI YOUNG SCIENTIST (CSRB) UTILIZATION FILE	DES	16.11.17	SA/SO/ARF	17.11.17	
48	11169R	DR D.R. MODI PAY FIXATION	DBT	16.11.17	ARF/SOI/LDC	17.11.17	
49	11026R	SPORTS EVENTS TO BE CONDUCTED FOR THE A/C YEAR 2017-18	VC	16.11.17	FO/VC	17.11.17	
50	11182R	MONITORING & INVESTMENT OF FUND BBAU ENDOWMENT CORPUS FUND	VC	16.11.17	FO/SOII	17.11.17	
51		PURCHASE OF COMPUTER CHAIR & TBLE AMBEDKAR BHAWAN COMPUTER CENTRE	CC	17.11.17	SA	17.11.17	

52	10979R	CAUTION MONEY MSC ZOOLOGY	DAAS	17.11.17	ANKIT	17.11.17	
53	11028R	RM-SPSS WORKSHOP DR RAMESH KUMAR CHATURVEDI	DRM	17.11.17	VC	17.11.17	BY HAND DR RAMESH SIR
54	11011R	CV RAMAN INTERNATIONAL FELLOW DR OLFA BEN TUNISIA UNDER THE GUIDANCE OF DR RAJESH KUMAR	R	17.11.17	ANKIT	17.11.17	
55		shifting of lab equipment usic	VC	17.11.17	FO	17.11.17	
56		ICSSR RESEARCH PROJECT (PROF.S.NAYAR) HEAD C CONTINGENCY	DE	17.11.17	ARF	17.11.17	
57		ICSSR RESEARCH PROJECT (PROF S NAYAK) HEAD B FIELD WORK COST AOURSE WATENICLS/SOFTWARE/DUTA BASE ETC.	DE	17.11.17	FO	17.11.17	
58	204/F	SOFTWARE/TALLY PACKAGE		17.11.17	FO/VC	17.11.17	
59	2687F	ADVANCE ADJUSTMENT FINANCE SECTION	FW	17.11.17	FO/VC	17.11.17	
60		DYNING HOLL REPARING REGARDING	VC	17.11.17	FO	17.11.17	
61	10996R	HEAD FURNITURE FILE	STORE	17.11.17	FO/vc	17.11.17	
62	7315R	PURCHASE OF TONER FOR VC SECT	STORE	17.11.17	LDC	17.11.17	
63		VISIT OF ACADEMIC AUDIT TEAM ON 14.10.17 TO 16.10.17	RTI	17.11.17	LDC	17.11.17	
64		ELECTRICAL WORKS/SUPPLY FOR BBAU SATELITE CAMPUS AMETHI	AE(E)	17.11.17	FO	17.11.17	