

S.No	File.No	Subject	From whom Received	Received Date	Sent to		Remark
1	10468R	T/C PF OF SHRI AJAY LAL	ARE	09.06.17	ARF/SOII/LDC/ARF/FO/ARF/SOI/LDC/SOF/ARF/FO/R	23.11.17	BY HAND AJAY LAL
2	3128R	repair of spectrophotometer	des	10.10.17	fo/ARF/SOI/SA/ARF	23.11.17	
3	7370R	BOOK-STOPPERS	GBL	30.10.17	FO/ARF/SA/SO/ARF/AR(S&P)	23.11.17	
4	2061F	REPAIR OF UPS AND COMPUTER SYSTEM	CC	02.11.17	FO/ARF/SOI/LDC/SO/ARF	23.11.17	
5	4426R	LED/ ELECTRONIC SIGN BOARD MAIN GATE NO 1 & 3	EE	06.11.17	ARF/SOI/SA/FO/ARF	23.11.17	
6	3545R	PLANTATION WORK BY GBS PART-II	GBS	08.11.17	ANKIT/SO/ARF/FO/ARF/SOII/CASHIER	23.11.17	disposed off
7		ugc audit committee visit under most work (urgent basis) regarding payment	de	08.11.17	FO/ARF/SOI/LDC/SO/ARF	23.11.17	
8	10625R	TECHNICAL COMMITTEE FOR THE PURCHASE OF EQUIPMENTS HCMV DR G SUNIL BABU AND DR SANGEETA SAXENA	VC	08.11.17	FO/SA/SO/ARF/FO	23.11.17	
9		IMPREST MONEY FOR DAAS	DAAS	08.11.17	ANKIT/SO/ARF/FO	23.11.17	
10		GUEST FACULTY PAYMENT DR SURINDER KUMAR	DAS	08.11.17	LDC/SO/ARF/HOD DAS	23.11.17	

11	9066R	DR. DEEPTI BARNWAL NATIONAL POST DOCTORAL FELLOWSHIP	DES	09.11.17	SA/SO/ARF/ FO	23.11.17	
12	11067R	PAYMENT OF WINDOW SHIFTING & GODREJ MODULAR LAB FINISHING CHARGE	R	09.11.17	ARF/SOI/LD C/SO/ARF/F O	23.11.17	
13		CASH ADVANCE AE(E)	EE	10.11.17	ARF/SOI/AR F/fo/SA/SO /ARF	23.11.17	
14	10538R	B.ED 4TH SEM BBAU CAUTION MONEY FILE	VC	14.11.17	ARF/SOII/C ASHIER	23.11.17	disposed off
15	3043R	SOCIAL SCIENCE JOURNALS PRINTING NMP VERMA	VC	14.11.17	ARF/SOI/LD C/SO/ARF/F O	23.11.17	
16	11175R	CCTV CAMREA AT NEWLY BUILT VC CAMP OFFICE	VC	15.11.17	FO/SA/SO/ ARF	23.11.17	
17		CAMPUS INSPECTION	EE	16.11.17	SA/SO/ARF/ FO/VC	23.11.17	
18	4094R	UP32DC4006 TATA INDIGO	AR(V)	16.11.17	LDC/SO/AR F	23.11.17	
19		DST-SERB GRANT OF DR JAWAHAR LAL HEAD: MANPOWER SALARY (PROJECT FELLOW, RECURRING ITEMS-A	DAC	16.11.17	SA/SO/ARF/ FO	23.11.17	
20		PURCHASE OF UPS/BATTERY-2017	DIT	16.11.17	SA/SO/ARF	23.11.17	
21		AGENDA FOR FINANCE COMMITTEE	GBL	16.11.17	FO/ARF/SOI /SA/ARF	23.11.17	
22	10681R	PURCHASE OF KIT FOR BOM MEMBERS MEETING SCHEDULED ON 22.07.17	R	16.11.17	ARF/SOI/LD C/SO/ARF/F O	23.11.17	

23	8926R	GAURAV RAJ DEWIVEDI YOUNG SCIENTIST (CSRB) UTILIZATION FILE	DES	16.11.17	SA/SO/ARF/ PI GAURAV RAJ DWIVIDI	23.11.17	
24	11135R	LTC HOME TOWN DR SUNIL BABU GOSIPATALA	R	16.11.17	ANKIT/SO/ ARF/FO	23.11.17	
25		PUBLIC ADMINISTRATION EXPENDITURE OF ACADEMIC AUDIT DEPARTMENT OF PUBLIC ADMINISTRATION		16.11.17	ARF/FO/AR F	23.11.17	
26		POLITICAL SCIENCE EXPENDITURE OF ACADEMIC AUDIT DEPARTMENT OF POLITICAL SCIENCE	SAS	16.11.17	ARF/FO/AR F/SOII/CAS HIER	23.11.17	disposed off
27	11156R	PRINTING OF ANNUAL REPORT 2016-17	STORE	16.11.17	SA/SO/ARF/ FO	23.11.17	
28	7017R	VC RESIDENCE MAINTENANCE WORK	EE	16.11.17	LDC/SO/AR F/FO	23.11.17	
29		PURCHASE OF COMPUTER CHAIR & TBLE AMBEDKAR BHAWAN COMPUTER CENTRE	CC	17.11.17	SA/SO/ARF	23.11.17	
30		ICSSR RESEARCH PROJECT (PROF.S.NAYAR) HEAD C CONTINGENCY	DE	17.11.17	ARF/SO/AN KIT	23.11.17	
31	7315R	PURCHASE OF TONER FOR VC SECT	STORE	17.11.17	LDC/SO/AR F/FO	23.11.17	
32		VISIT OF ACADEMIC AUDIT TEAM ON 14.10.17 TO 16.10.17	RTI	17.11.17	LDC/SO/AR F	23.11.17	
33		ICSSR RESEARCH PROJECT PROF SANATAN NAYAK HEAD: COUNTEINGENCY	DE	17.11.17	ARF/SOI	23.11.17	
34		SALARY OF PROF VIPIN SEXENA		17.11.17	SO/ARF/FO	23.11.17	BY HAND LDC
35		SALARY (DBT PROJECT) DR DEVESH KUMAR	VC	17.11.17	ARF/SOI/CA SHIER	23.11.17	disposed off

36		SERB N-PDF DR. OMESH BAJPAI C/O VENKATESH DUTTA FOR ADVANCE (TOUR ETC)	VC	17.11.17	ARF/SOI	23.11.17	
37	11046R	repair of fume hood for dap	VC	17.11.17	ARF/SOI/DR B C YADAV	23.11.17	
38	4351R	UP32DN3760 MARUTI OMNI AMBULANCE	VC	20.11.17	ARF/SOII/ARF	23.11.17	
39	11055R	LTC FOR HOME TOWN DR R N BHARAGAVA	VC	20.11.17	ARF/SOII/ARF	23.11.17	
40	10996R	HEAD FURNITURE FILE	VC	20.11.17	ARF/SOI/AR(S&P)	23.11.17	
41		LIGHTING CONDUCTOR REQUIREMENTS	VC	20.11.17	ARF/SOIAE(E)	23.11.17	
42	8846R	FELLOWSHIP ABHISHEK KUMAR(CSIR-JRF)	VC	20.11.17	ARF/SOII/CASHIER	23.11.17	disposed off
43	8558R	PURCHASE OF ELECTRICAL CABLES	VC	20.11.17	ARF/SOI/AE(E)	23.11.17	
44	3695R	UTILIZATION CERTIFICATE PI DR ANAND PRAKASH	VC	20.11.17	ARF/SOI/CASHIER	23.11.17	disposed off
45		GUN MAN POST COUNSTRUCTION WORK	VC	20.11.17	ARF/SOI/EE	23.11.17	
46		ICSSR RESEARCH PROJECT (PROF.S.NAYAR)	VC	20.11.17	ARF/SOI/CASHIER	23.11.17	disposed off
47	204F	SOFTWARE/TALLY PACKAGE	VC	20.11.17	ARF/SO/CASHIER	23.11.17	DISPOSED OFF
48	2687F	ADVANCE ADJUSTMENT FINANCE SECTION	VC	20.11.17	ARF/SO/CASHIER	23.11.17	disposed off
49		REMUNERATION BILL FOR ESE,DEC-2016	VC	20.11.17	ARF/SOII/CASHIER	23.11.17	disposed off
50	8656R	CONSTRUCTION WORK AMETHI SATELLITE	VC	20.11.17	ARF/SOI/CASHIER	23.11.17	disposed off

51		THE ACADEMIC UNION	VC	20.11.17	FO/ARF/SOI I/LDC	23.11.17	
52	10638R	JRF RECRUIT MENT COMMITTEE HCMV DR G SUNIL BABU, DR SANGEETA SAXENA	DBT	21.11.17	SA/SO/ARF/ FO	23.11.17	
53	3779r	purchase of postal stamp	R	21.11.17	ANKIT/SO/ ARF	23.11.17	
54	6111R	PART TIME MEDICAL ATTENDANT APPOINTMENT OF CONTACT BASIS	VC	21.11.17	ARF/SO/CA SHIER	23.11.17	disposed off
55	3675R	GUNNER FOR HON'BLE VC	SECURITY	21.11.17	LDC/FO/VC	23.11.17	
56	3566R	ENGAGEMENT OF LDC(02NOS) AND DRIVERS (02NOS) IN VC SECTT./VC'S CAMP OFFICE	VC	21.11.17	ARF/SOI/DR (E)	23.11.17	
57	10287R	MR. RAJVARDHAN,PH.D.SCHOLAR ICSSR FELLOWSHIP	VC	21.11.17	ARF/SOI/CA SHIER	23.11.17	disposed off
58		REPAIRING OF HORTICULTURE TOOLS/MACHINES	VC	21.11.17	ARF/SOI/CA SHIER	23.11.17	disposed off
59	6808R	MAINTENANCE OF LAB. & STORE.	VC	21.11.17	ARF/SOI	23.11.17	
60		REPAIR & MENTAINENCE OF EQUIPMENTS	DAAS	21.11.17	ARF/SOI/SA	23.11.17	
61		statement of expenditure and utilizational certificate dst-inspire faculty dr sarita yadav	DAP	21.11.17	SA/SO/ARF	23.11.17	
62		REQUIRMENT OF CARTIDGE	VC	21.11.17	ARF/SOI/CA SHIER	23.11.17	disposed off
63	10238R	GROUND WATER PROJECT DR. V. DUTTA	DES	21.11.17	SA/SO/ARF	23.11.17	
64	10808R	NATIONAL SPORTS OF DAY 29TH AUG 15000/- ADVANCE	SPORTS	21.11.17	ANKIT/SO/ ARF	23.11.17	
65	3104R	IMPREST MONEY FOR REGISTRAR OFFICE	R	21.11.17	ANKIT/SO/ ARF	23.11.17	
66	11201R	BINDING OF PRINT JOURNALS AND LIBRARY BOOKS	GBL	21.11.17	ARF/SOI/LD C	23.11.17	

67	10905R	NSS PROGRAME	NSS	22.11.17	ARF/SOII/ANKIT	23.11.17	
68		DR. NEELAM (MO) CONTRACT SATELLITE CAMPUS		22.11.17	ARF/FO	23.11.17	
69		PURCHASE OF PRINTER	CC	22.11.17	ARF/SOI/CASHIER	23.11.17	disposed off
70		FILE FOR SALARY OF SRF OF UPCAR FUNDED PROJECT ENTITLED COLLECTION EVALUATION AND CONSERVATION OF UNDERUTILIZED VEGETABLES OF UP PROF SANJAY KUMAR	VC	23.11.17	ARF	23.11.17	
71	9449R	DIESEL FOR DG STE AMETHI CAMPUS	VC	23.11.17	ARF/SOI/CASHIER	23.11.17	disposed off
72		COMPUTER CENTRE REPAIR OF OFC CABLE	BY HAND	23.11.17	ARF/SOI/CASHIER	23.11.17	disposed off
73	11011R	CV RAMAN INTERNATIONAL FELLOW DR OLFA BEN TUNISIA UNDER THE GUIDANCE OF DR RAJESH KUMAR	VC	23.11.17	ARF	23.11.17	
74	8265R	FURTHER BEAUTIFICATION OF RCA BOYS HOSTEL	VC	23.11.17	ARF	23.11.17	
75		IAO- RELEASE OF SALARY	VC	23.11.17	FO	23.11.17	
76		GUEST FACULTY PAYMENT REGARDING OCT-2017	VC	23.11.17	ARF	23.11.17	
77	10626R	CONTINGENCY DR. G SUNIL BABU DR SANGEETA SAXENA	DBT	23.11.17	SA	23.11.17	
78	10278R	ANNUAL REPORT FOR THE YEAR 2016-17	RSO	23.11.17	FO	23.11.17	
79		46TH FC MEETING OF BBAU LUCKNOW	VC	23.11.17	FO	23.11.17	
80	11207R	PAYMENT OF LEGAL FEE VOL-IV	R	23.11.17	ARF	23.11.17	
81	11147R	ADVANCE FOR BOM	R	23.11.17	LDC	23.11.17	
82		PURCHASE OF GYSER FOR SANGHMITRA GIRLS HOSTEL	VC	23.11.17	STR	23.11.17	
83		ADVANCE MONEY	DAAS	23.11.17	ANKIT	23.11.17	
84	9372R	PURCHASE OF EQUIPMENTS FOR DST-SERB PROJECT DR VENKATESH KUMAR R	DAAS	23.11.17	FO	23.11.17	
85		IMPREST MONEY FOR DAPS (HORTI)	DAPS	23.11.17	ANKIT	23.11.17	
86		PURCHASE OF RO/WATER COOLERS FOR THE SANGHMITRA GIRLS HOSTEL	VC	23.11.17	STORE	23.11.17	
87	10795R	COMPUTER CENTRE PURCHASE OF PCI WI-FI ADAPTER	VC	23.11.17	DIR CC	23.11.17	