

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	11094/R	T/c PF of Prof. KL Mahawar, Professor, DLISc (Reg: LTC anywhere in India)	FO	10.11.2017	R	15/11/2017	Ok if as per rules.
2	6415/R	Library Committee (Proceeding)-GBL	R	13/11/2017	R	15/11/2017	Prof. MY Khan to Chair.
3	11175/R	CCTV Camera at Newly Built VC Camp Office 5(86)elect/2017	R	13/11/2017	FO	15/11/2017	-
4	11171/R	Requirement of Electircal Lab-UIET	R	13/11/2017	R	15/11/2017	Please discuss.
5	4647/R	Staff Salary- DST Centre for Policy Research Voloume-III (FY: 2017-18)	FO	13/11/2017	FO	15/11/2017	Ok if as per rules.
6	9318/R	Fellowship Grant (Dr. Madhukar Saxena, DBT, SBBT)	FO	13/11/2017	FO	15/11/2017	Yes if as per rules.
7	-	UGC-BSR Grant (Head: Contingencies)- Dr. Jawahar, DAC	FO	13/11/2017	FO	15/11/2017	Ok if as per rules.
8	8703/R	Medical Reimbursement File Non-Teaching Bills (File No. 2)	FO	13/11/2017	FO	15/11/2017	Ok if as per rules.
9	-	UGC Start Up Research Grant (Consumable)- Dr. Jiwan Singh, DES	FO	13/11/2017	FO	15/11/2017	Yes if as per rules.
10	7937/R	CST UP Project (PI-Dr. Sangeeta Saxena, DBT)	FO	13/11/2017	FO	15/11/2017	Ok if as per rules.

11	-	JRF Salary File (DST-SERB Project)- Dr. Venkatesh Kumar R, DAAS	FO	13/11/2017	FO	15/11/2017	Ok if as per rules.
12	-	Booking of SPS Hall for Conference-Prof. Ram Chandra, AMI-2017	Prof. Kaman Singh, Dean, SPS	13/11/2017	Prof. Ram Chandra, Dean, SES	15/11/2017	Ok if as per rules.
13	11097/R	Duty Leave for Refresher Course- Dr. Preeti Gupta, DAC	R	13/11/2017	R	15/11/2017	Ok if as per rules.
14	-	Requirement of Cartidges- COE	DR (S&P)	14/11/2017	FO	15/11/2017	Why can't we buy in bulk please?
15	-	Confidential (in Sealed Brown Envelop)- ICC			R	15/11/2017	-