

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	11827R	INTERNATIONAL SYMPOSIUM DR.VINIT KUMAR ASTT.PROFESSOR	DLIS	19.09.18	ARF/FO/A RF/SOII/U DC/ARF/F O/ARF	16.11.18	
2	12605R	REQUEST FOR FUND TO PRESENT INTERNATIONAL PAPER IN JAPAN DR. ANJANI K TIWARI	VC	28.09.18	FO/ARF/S OII/udc/F O/ARF	16.11.18	
3	10705R	REPRESENTATION OF SHRI SUSHIL KUMAR EX-DY REGISTRAR BBAU + PF OF SUSHIL KUMAR	VC	15.10.18	FO/ARF/S OI/UDC/A RF/FO/AR F	16.11.18	
4	13063R	CONSTRUCTION OF ANIMAL HOUSE	IAO	22.10.18	FO/ARF/S OI/SA/FO /ARF	16.11.18	
5	12805R	REFUND/CLAIM OF DR. SUNIL MEHRA CEC NEW DELHI	IAO	22.10.18	FO/CASHI ER/arf/SO II/UDC	16.11.18	
6	12032R	CONTINGENCY DR.SUNIL BBAU GOSIPATALA	DST	26.10.18	SA/FO/AR F/soi/CAS HIER	16.11.18	
7	8903r	pf of servjeet mts	R	26.10.18	FO/ARF/S OI/UDC/F O/IAO	16.11.18	
8		ADVANCE FOR ANTI RAGGING COMMITTEE/PROCTORIAL BOARD MEETING-02 AUGUST 2018	DEM	30.10.18	UDC/FO	16.11.18	
9		REQUIREMENTS OF CHEMICALS /GLASSWARE/PLASTICWARES &MAINTENANCE	PHARMA	30.10.18	FO/VC	16.11.18	

10	7465R	PAYMENT OF LETTER PAD FOR VC OFFICE	VC	01.11.18	udc/arf/FO/ARF/SOII/CASHIER	16.11.18	
11	16014R	DEPARTMENT OF RURAL MANAGEMENT SBBT PHASE-III WORKS IN COMPUTER LAB	R	02.11.18	ARF/SOI/SA/FO/ARF	16.11.18	
12	12578R	ADVANCE FOR BOM (TEA & SNACKES)	R	02.11.18	ARF/SOII/UDC/FO/ARF	16.11.18	
13		COE OFFICE ME PRINTER PURCHASE KRY HETU FILE	COE	02.11.18	FO/ARF/SOI/FO/DR (S&P)	16.11.18	
14		IMPREST MONEY FOR IAO	IAO	02.11.18	FO/ARF/SOII	16.11.18	
15	12768R	FILE FOR THE TONER OF PHOTOCOPIER MACHINE (TOSHIBHA MODEL. NO. C- STUDIO 2309) FOR CENTRE OF POST GRADUATE LEGAL STUDIES	STR	02.11.18	UDC/FO/ARF/CASHIER	16.11.18	
16	11993R	ADVANCE FOR R-OFFICE	R	05.11.18	ANKIT/FO/ARF/CASHIER	16.11.18	
17	11017r	e-rti med legal cell	R	05.11.18	SOI/SA/ARF/	16.11.18	
18	10962R	PAYMENT FOR DISSERTATION OF ONE YEAR LLM II	R	05.11.18	ANKIT/FO/ARF/CASHIER	16.11.18	
19	16047R	DISSERTATION WORK FILE FOR EDUCATION SHRI MANOJ KUMAR	R	05.11.18	ANKIT/FO/ARF	16.11.18	
20	3022R	INTERNATIONAL JOURNAL OF SCIENCE TECHNOLOGY AND SOCIETY PROF RANA PRATAP SINGH	VC	12.11.18	FO/ARF/SOII/COR.CIIPP	16.11.18	

21		TRAINING ON GEM & GST	FW	12.11.18	FO/ARF/S OII/CASHI ER	16.11.18	
22	4412R	BIBEKANAND NAYAK FIELD WORK/MRP-ICSSR	VC	12.11.18	ARF/SOI/ CASHIER	16.11.18	
23	12586R	COMMITTEE TO LOOK INTO PAY RELATED ISSUES OF MO & IAO	DR(E)	13.11.18	ARF/SOI/ UDC	16.11.18	
24	3733R	MEMBERSHIP OF ASSOCIATION OF COMMONWEALTH UNIVERSITIES ACU AND INTERNATIONAL ASSOCIATION OF UNIVERSITIES IAU	VC	13.11.18	FO/ARF/S OI/CASHI ER	16.11.18	
25	16050R	PURCHASE OF 18A TONER FOR THE USE OF SECURITY SECTION	R	13.11.18	UDC/ARF/ FO/ARF	16.11.18	
26	16049R	PURCHASE OF DVDS COVER FOR THE USC OF SC/ST CELL	R	13.11.18	UDC/ARF/ FO/ARF	16.11.18	
27	12252R	SALARY HEAD FOR RESEARCH ASSISTANT CST UP PROJECT	VC	14.11.18	ARF/CASH IER	16.11.18	
28		JRF SALARY FILE DR VENKATESH KUMAR R	VC	14.11.18	ARF/SOI/ CASHIER	16.11.18	
29	12849R	SERB RESEARCH GRANT: OVERHEAD CHARGES DR. GAURAV KAITHWAS	VC	14.11.18	ARF/SOI/ CASHIER	16.11.18	
30	9641R	PROPOSAL FOR TOURISM & WELLNERS CONFERENCE	PHARMA	15.11.18	ARF/SOII/ ANKIT	16.11.18	
31		DATA CARD USED BY FINANCE WING 2014-2015	FW	15.11.18	FO/ARF	16.11.18	
32		PAYMENT TO CRA FOR SERVICE CHARGE NPS(NSDL)	FW	15.11.18	FO/ARF/S OII	16.11.18	
33	12564R	PF OF PROF. MY KHAN	R	15.11.18	SOI/UDC	16.11.18	
34		SALARY RELEASE OF MEDIA CENTRE	FW	15.11.18	FO/R	16.11.18	
35		T/C PF LTC OF DR. MANOJ KUMAR DHADWAL ASST.DIRECTOR OF PHYSICAL EDUCATION	R	15.11.18	ANKIT/FO /VC	16.11.18	
36		T/C PF LTC OF DR. SUNIL GORIA LIBRARIAN	R	15.11.18	ANKIT/FO /VC	16.11.18	
37	12765R	TA BILL FOR VC SIR	VC	16.11.18	ARF	16.11.18	

38		REMUNERATION BILLS OF GUEST FACULTY FOR END SEMESTER EXAMINATION DEC-2018	VC	16.11.18	ARF	16.11.18	
39	8426R	MAINTENACE OF CENTRAL LIBRARY	IAO	16.11.18	FO	16.11.18	
40	12852R	MAINTENANCE OF CANTEEN NEAR UIET BUILDING	IAO	16.11.18	FO/ARF	16.11.18	
41	8683R	OUTDOOR LT PANEL MAINTENANCE WORKS	IAO	16.11.18	FO	16.11.18	
42	12257R	CONSRUCTION PURCHASING OF IRONGATE & SUMMER PLOYING DR. R S VERMA	BOTENICAL	16.11.18	ARF	16.11.18	
43	12641R	AC FOR COMMITTEE ROOM	R	16.11.18	SA	16.11.18	
44	11110R	consumable sports items requirement-2017/18	VC	16.11.18	FO/ASS.DI R.PHY.ED UCATION	16.11.18	
45	12120R	REQUIREMENT OF FUME HOOD DR.JYOTI PANDAY	VC	16.11.18	FO/DAC	16.11.18	
46		SIGN BOARD FOR PILOT PLANT OF DBT PROJECT AT FIELD PROF. RAM CHNDRA	DEM	16.11.18	SA	16.11.18	
47	12034R	TECHNICAL COMMITTEE FOR THE PURCHASE OF EQUIPMENTS DR. G SUNIL BABU	DBT	16.11.18	SA	16.11.18	
48	12321R	LABORATORY UP-GRADATION WORKS PART-I	IAO	16.11.18	FO/VC	16.11.18	
49	11203R	DR. RIMA KUMARI CSIR SENIOR RESEARCH ASSOCIATESHIP	R	16.11.18	ANKIT	16.11.18	
50	16011R	INTERNATIONAL CONFERENCE ON NATURAL POLYMESS.....NANO SCALES 6-9 DEC, 2018 KOTTAYAM KERALA	R	16.11.18	ANKIT	16.11.18	
51	16031R	FELLOWSHIP RECOVERY FILE NFST CHANDRA MOHAN MEENA	R	16.11.18	ANKIT	16.11.18	
52	8998R	TA BILL OF REGISTRAR ON TOUR OF NEW DELHI	R	16.11.18	FO/VC	16.11.18	
53	15046R	VEHICLE MAINTENAINCE OF UP32DC4006 & UP32CX6091	AR(V)	16.11.18	UDC	16.11.18	
54	3043R	SOCIAL SCIENCE JOURNALS PRINTING NMP VERMA	DE	16.11.18	UDC	16.11.18	

55	16070R	OFFICE ORDER OF PAY FIXATION UNDER CAS	R	16.11.18	UDC/ARF/ FO/R	16.11.18	
56		REPAIRING OF LAB EQUIPMENT (DAPS) HORTICULTURE	R	16.11.18	UDC	16.11.18	
57	16073R	APPROVAL FOR REPAIRING OF BOARD	DMCJ	16.11.18	UDC	16.11.18	
58		DIPLOMA IN DIETETICS AND NUTRITION RESOURCE PERSON APPOINTMENT SESSION 2018-19		16.11.18	FO/VC	16.11.18	
59	16044R	SELECTION TRIALS FOR INTERVERSITY KHO-KHO & VOLLEYBALL BBAU TEAM	VC	16.11.18	FO/ARF	16.11.18	
60	7558R	HINDI PRASIKSHAN	HINDI	16.11.18	FO/ARF	16.11.18	
61	15058R	reparing of ups & batteries & olt system bbau	coe	16.11.18	SOI/UDC	16.11.18	
62	12997R	T/C PF OF PROF. RIPU SUDAN SINGH DEPARTMENT OF POLT. SCIENCE (HOME TOWN CONVERTED TO J &K)	R	16.11.18	FO	16.11.18	
63		ADVANCE FILE FOR DCS	DCS	16.11.18	UDC	16.11.18	
64	12290R	IMPREST DIESAL FOR D.G.SET BBAU	R	16.11.18	ANKIT	16.11.18	
65	3846r	विश्वविद्यालय के सीवर संयोजन सीवर डिस्पोजल चार्जेज	R	16.11.18	FO	16.11.18	
66	6808R	MAINTENANCE OF LAB. & STORE.	STR	16.11.18	SA	16.11.18	
67	16025R	FILE FOR REPAIRING OF TOSHIBA E- STUDIO 256 SE PROF MADHULIKA DUBE	R	16.11.18	SA	16.11.18	
68	16034R	FILE FOR THE PURCHASE OF ONE SCANNER/PHOTOCOPIER CUM PRINTER PROF MADHULIKA DUBE	R	16.11.18	SA	16.11.18	
69	16087R	MAINPOWER RELETED FILE	R	16.11.18	FO	16.11.18	
70		PAYMENT OF GST FINANCE SECTION 2018-19	FW	16.11.18	FO/VC	16.11.18	
71		COE OFFICE ME PRINTER PURCHASE KRY HETU FILE	STR	16.11.18	FO	16.11.18	