

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	12813R	LED STREET LIGHT FROM CENTRAL LIBRARY TO GATE NO. 3	IAO	14.09.18	FO/arf/SOI/ARF/ FO/ARF/FO/ARF /FO/AE(E)	27.11.18	
2	12605R	REQUEST FOR FUND TO PRESENT INTERNATIONAL PAPER IN JAPAN DR. ANJANI K TIWARI	VC	28.09.18	FO/ARF/SOII/ud c/FO/ARF/VC	27.11.18	
3	13063R	CONSTRUCTION OF ANIMAL HOUSE	IAO	22.10.18	FO/ARF/SOI/SA/ FO/ARF/FO/EE	27.11.18	
4	12214R	ELECTRICAL MAINTENANCE WORK IN CENTRAL LIBRARY	EE	29.10.18	SOI/SA/FO/VC/E E	27.11.18	
5	12645R	RELEASE OF RCA CONTRACTUAL STAFF SALARY	BY HAND	30.10.18	FO/ARF/FO/ARF /SOI/FO/VC	27.11.18	
6	9499R	SHIFTING OF ELECTRICAL SUPPLY SYSTEM FOR AMETHI CAMPUS	R	30.10.18	FO/ARF/SOI/FO/ OSD	27.11.18	
7	15061R	PURCHASE OF HP COLOR JET LAGER CARTRIDGE/CANEN CARTRIDGE FOR COE OFFICE	R	02.11.18	ARF/soi/SA/ARF /VC	27.11.18	
8	7475R	केन्द्रीय पुस्तकालय में स्थापित दोनों लिफ्टों का वार्षिक अनु०	EE	02.11.18	ARF/soi/SA/FO/ VC	27.11.18	
9	6369R	IMPREST MONEY FOR DSW	DSW	02.11.18	ARF/SOII/ANKIT /FO/DSW	27.11.18	
10		RAMALINGASWAMI PROJECT (CONTINGENCY GRANTS) DR. PANKAJ KUMAR ARORA	MICRO	02.11.18	UDC/FO/SOI	27.11.18	
11	16034R	RAKESH TRIPATHI SECURITY PAYMENT FILE PART-II OLD	R	02.11.18	FO/ARF/SOI/SA/ FO/SOI	27.11.18	
12	13074R	MAINTENANCE OF EQUIPMENT (NANO PLUS PARTICLE SIZE ANALYSER)	PHARMA	05.11.18	FO/ARF/SOI/FO/ SOI/SA	27.11.18	

13	16038R	FINANCIAL ASSISTANCE FOR ATTENDING AMI-18 UNIVERSITY OF HYDERABAD DECEMBER 9-12,2018	R	05.11.18	FO/ARF/SOII/UDC/SOII	27.11.18	
14	16042R	REPAIRING OF PHOTOCOPIER MACHINE	R	05.11.18	UDC/SOII/ARF/SOII	27.11.18	
15	9566R	FEE REFUND PROCESS FILE	R	12.11.18	ANKIT/ARF/FO/ARF/SOII/FO	27.11.18	
16	12575R	PROPOSAL FOR INSTALLATION OF WATER FACILITY FOR STUDENTS AT THE UNIVERSITY PLAY GROUND	VC	12.11.18	FO/ARF/SOI/FO/IAO/EE	27.11.18	
17	16030R	PARTICIPATION IN 13TH WESTERN PACIFIC ACOUSTICS CONFERENCE, NEW DELHI 11TH-15TH NOVEMBER-2018	R	13.11.18	ARF/SOII/UDC/SOII	27.11.18	
18	9884R	NEW VEHICLE MARUTI ERTIGA VDI SHVS UP 32 HR 6041	R	13.11.18	UDC/FO	27.11.18	
19	11697R	DISSERTATION PROJECT WORK FILE MR. DEEP KUMAR	R	13.11.18	ANKIT/ARF/FO/ARF/SOII/CASHIER	27.11.18	
20	16057R	REFUND OF FEE MS. ANSHI KHANDWAL	R	13.11.18	ANKIT/FO/SOII	27.11.18	
21	16062R	11TH EDITION OF INTERNATIONAL CONFERENCE ON ADVANCES IN MICROBIOLOGY AND PUBLIC HEATH MARCH 18-19,2019 VIENNA AUSTRIA	R	13.11.18	ARF/SOII/UDC/FO	27.11.18	
22	12346R	AMC OF DG SETS PART-III	R	13.11.18	SOI/SA/FO/VC	27.11.18	
23		CGH ME ADVANCE MONEY DOOR REPAIRING REGARDING	CGH	15.11.18	UDC/FO	27.11.18	
24	3303/DAC/17	PURCHASE OF GLASSWARES CHEMICALS FROM CONSUMABLES DST-SERB PROJECT DR. JAWAHAR LAL	DAC	15.11.18	SA/ARF/FO/VC	27.11.18	
25		SERB-DST PROJECT TRAVEL DR. JIWAN SINGH	DES	15.11.18	SA/FO/DES	27.11.18	
26		SERB-DST PROJECT CONTINGENCY DR. JIWAN SINGH	DES	15.11.18	SA/FO/DES	27.11.18	

27	11203R	DR. RIMA KUMARI CSIR SENIOR RESEARCH ASSOCIATESHIP	R	16.11.18	ANKIT/FO/ARF/FO/R	27.11.18	
28	16011R	INTERNATIONAL CONFERENCE ON NATURAL POLYMESS.....NANO SCALES 6-9 DEC, 2018 KOTTAYAM KERALA	R	16.11.18	ANKIT/SOII/ARF/SOII	27.11.18	
29	3043R	SOCIAL SCIENCE JOURNALS PRINTING NMP VERMA	DE	16.11.18	UDC/ARF/FO/UDC	27.11.18	
30	7558R	HINDI PRASIKSHAN	HINDI	16.11.18	FO/ARF/UDC/FO	27.11.18	
31	6808R	MAINTENANCE OF LAB. & STORE.	STR	16.11.18	SA/FO/DR(S&P)	27.11.18	
32	16025R	FILE FOR REPAIRING OF TOSHIBA E- STUDIO 256 SE PROF MADHULIKA DUBE	R	16.11.18	SA/arf/fo/VC	27.11.18	
33	16034R	FILE FOR THE PURCHASE OF ONE SCANNER/PHOTOCOPIER CUM PRINTER PROF MADHULIKA DUBE	R	16.11.18	SA/ARF/FO/HOD.STATIECS	27.11.18	
34	15085R	T/C FILE OF DIESEL FOR DG SET PAYMENT BBAU SATELLITE CAMPUS AMETHI	VC	19.11.18	FO/ARF/SOII	27.11.18	
35		REQUIREMENTS OF CHEMICALS /GLASSWARE/PLASTICWARES &MAINTENANCE	VC	19.11.18	FO/ARF/CASHIER	27.11.18	
36		imprest money for kbh dr. pradeep kumar	kbh	20.11.18	ankit/FO/SOII/CASHIER	27.11.18	
37	16099R	FILE RELATED TO FINANCIAL SUPPORT FOR STUDENTS DURING THE YEAR 2017-18	R	20.11.18	SOII/ARF/FO/R	27.11.18	
38	13084R	T/C PF LTC OF SHRI RAMESH KUMAR YADAV LDC	R	20.11.18	ANKIT/FO/R	27.11.18	
39		REPAIR ESTIMATE OF INCUBATOR DR. D R MODI	DBT	20.11.18	UDC/FO	27.11.18	
40		IMPREST MONEY FOR DES	DES	20.11.18	ANKIT/FO	27.11.18	
41	7048R	SERVICING OF ELECTRIC LAWN MOWER	GBS	20.11.18	UDC/FO	27.11.18	
42	3483R	PURCHASING OF NURSERY SEEDS	GBS	20.11.18	UDC/FO/	27.11.18	
43	4311R	Civil Maintenance work 2014-15	EE	20.11.18	SA/ARF/FO	27.11.18	

44	13021R	GUNNER OF PAYMENT PART=II	R	20.11.18	UDC/FO	27.11.18	
45		DD AND CHALLAN COPY DETAILS OF 8TH CONVOCATION DD REGARDING FILE	COE	20.11.18	ARF/SOI/CASHIER	27.11.18	
46	12842R	PURCHASE OF PROJECTOR AND SCREEN	STR	20.11.18	SA/ARF	27.11.18	
47		T/C PF LTC OF PROF. R A KHAN	R	20.11.18	ANKIT/ARF/FO/VC	27.11.18	
48	16098R	FINANCIAL SUPPORT TO ATTEND AN INTERNATIONAL CONFERENCE - NON-2018	R	20.11.18	UDC/ARF/SOII/UDC	27.11.18	
49	3342R	IMPREST MONEY FOR OF PETROL FOR BUSH CUTTER	GBS	20.11.18	ANKIT/FO/ARF/SOI/CASHIER	27.11.18	
50		ONE DAY NATIONAL CONFERENCE ATAL VEHARI BAJPEYI CHINTAN AND SAMVADH	DEM	20.11.18	SOII/ankit/FO/SOII/CASHIER	27.11.18	
51	7178R	PURCHASE OF FYM FOR ROSE GARDEN	GBS	20.11.18	UDC/FO	27.11.18	
52	10638R	JRF RECRUIT MENT COMMITTEE HCMV DR G SUNIL BABU, DR SANGEETA SAXENA	DBT	20.11.18	SA/FO/VC	27.11.18	
53	8587R	SUMERSIBBLE/TUBWELL PUMP REPAIRING WORK	EE	20.11.18	SA/ARF/FO	27.11.18	
54	3779r	purchase of postal stamp	R	20.11.18	ANKIT/FO/VC	27.11.18	
55	10633R	CSIR- POOL SCIENTIST DR. VIMAL CHANDRA PANDAY	DES	22.11.18	ANKIT/FO/R	27.11.18	
56	12043R	PURCHASE OF NOTICE BOARD FOR UIET	UIET	22.11.18	UDC/ARF/FO	27.11.18	
57	12722R	DST-INSPIRE FELLOWSHIP ANAMIKA SHUKLA	R	22.11.18	ANKIT/FO/VC	27.11.18	
58	12343R	MAINTENANCE WORK OF SATELLITE CAMPUS AMETHI	OSD	22.11.18	fo/SOI	27.11.18	
59	12120R	REQUIREMENT OF FUME HOOD DR.JYOTI PANDAY	DAC	22.11.18	FO/SOI/SA	27.11.18	
60		REPAIRING OF GREEN HPUSE , D. HOR	VC	22.11.18	FO/ARF/SOI/CASHIER	27.11.18	
61	17010R	NAME PLATE AND NOTIC BOARD DISPLAY BANVANE ADVANCE MONEY HETU	R	22.11.18	FO/STR	27.11.18	
62	16072R	T/C PF LTC OF DR. SUNIL BABU GOOSIPATALA	R	22.11.18	ANKIT/FO/VC	27.11.18	

63	16026R	PERMISSION TO ATTEND AN INTERNATIONAL CONFERENCE DR. R N BHARAGAVA	DM	22.11.18	SA/FO	27.11.18	
64	10919R	ICSSR FORM FILE FOR Abhishek mishra	R	22.11.18	ankit/FO/SOII/CASHIER	27.11.18	
65	15087R	PURCHASE OF WHITE BOARD FOR THE DEPTT. OF PUBLIC ADMINISTRATION & ECONOMICS	VC	22.11.18	FO/IAO	27.11.18	
66		WIFI-RAILTEL BBAU	IAO	26.11.18	FO/VC	27.11.18	
67	11920R	SUBMISSION OF PROJECT PROPOSAL HIGH WORK STATION DR. ANJANI KUMAR TIWARI	IAO	26.11.18	FO/VC	27.11.18	
68	11931R	T/C PF OF DR. S K BHATNAGAR DHR	IAO	26.11.18	FO/R	27.11.18	
69	4211R	PURCHASE OF MEDICINE	IAO	26.11.18	FO/IN.HEALTH CENTRE	27.11.18	
70	15052R	APPROVAL OF SPECIAL LECTURE DEPARTMENT OF CHEMISTRY	DAC	26.11.18	ARF/SOII/UDC/FO/ARF/SOI/CASHIER	27.11.18	
71		ADVANCE FOR SPORT ACTIVITY FESTIVAL FOR UNIVERSITY HEALTH CENTRE	OSD	26.11.18	FO/ARF/SOII	27.11.18	
72	10625R	TECHNICAL COMMITTEE FOR THE PURCHASE OF EQUIPMENTS HCMV DR G SUNIL BABU AND DR SANGEETA SAXENA	DBT	26.11.18	FO/VC	27.11.18	
73	12783R	CONTINGENCY ADVANCE DR. MONICA SHARMA PI	VC	27.11.18	PI	27.11.18	
74		SIGN BOARD FOR PILOT PLANT OF DBT PROJECT AT FIELD PROF. RAM CHNDRA	VC	26.11.18	FO/ARF/SOI/CASHIER	27.11.18	
75	8279R	टाइप-ए आवास अनुसूक्षण कार्य	VC	26.11.18	FO/ARF/SOI/SA	27.11.18	
76		PRINTING OF 'A & B' TYPE ANSWER BOOKS FOR EXAMINATIONS 2018	COE	26.11.18	SOI	27.11.18	