

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	-	Closed Ph.D file no (459,464)	COE	12.11.18	COE	13.11.18	
2	13082/R	MoU Between CSIR-AMPRI and BBAU- Prof. BC Yadav, DAP	R	12.11.18	R	13.11.18	Ok Processd with any Library
3	11844/R	El Crediting -Establishment Section Vo-2	R	12.11.18	DR (Estt.)	13.11.18	As discussed with DR(Estt) Recheck it
4	16045/R	Duty Leave to Prof. BS Bhadauria for Nov 15-16, 2018- DAM	R	12.11.18	R	13.11.18	Already DEAN has approved as per rules why VC?
5	6849/R	DRC-VOL- IV ,DES	R	12.11.18	R	13.11.18	Ok Also report to BPGS
6	15028/R	Representation of Shri A.K. Maurya, DR with regard to Represent/Submission/Appeal to the BOM under Section 33 of BBAU Act, 1994- Estt./BBAU/2018	R	12.11.18	R	13.11.18	May process for interview date fixing see details
7	12785/R	Authorisation of Hospitals- Estt. Section	R	12.11.18	R	13.11.18	Examine its rating process

8	3733/R	Membership of Association of Commonwealth Universities ACU and International Association of Universities IAU- Academic Section	R	12.11.18	FO	13.11.18	OK
9	-	मानव विकास एवं परिवार अध्ययन सूचना पट द्विभाषीय करने हेतु फाइल - HD&FS	FO	12.11.18	R	13.11.18	Notify through website to all concured to follow
10	3838/R	Servicing of Agriculture Equipment-GBS	FO	12.11.18	Prof. Deepa Dwivedi, Horticulture	13.11.18	Prof. Deepa H Dwivedi to suggest as GBS codination
11	8495/R	Insect and Rodent Control in the Library-GBL	R	12.11.18	Estate Officer	13.11.18	Examine the proposal after site visit.
12	16061/R	Canteen DMCJ RCA Building	R	12.11.18	EE	13.11.18	Examine the proposal and fix rates for running of canteen.

13	-	JRF Salary File-DST SERB Project- Dr. Venkatesh Kumar R., DAAS	FO	13.11.18	FO	13.11.18	Ok. Proceed as per Project norms.
14	12713/R	Maintenance of Instrument-I DES	FO	13.11.18	FO	13.11.18	Ok. Proceed as per rules.
15	12849/R	SERB-Research Grand Overhead Charge Dr. Gaurav Kaithwas Deptt. of pharmaceutical sciences	FO	13.11.18	FO	13.11.18	Ok. Proceed as per Project Guidelines.
16	12252/R	UP-CST Project (Salary of the Research Assistant)- Dr. Monica Sharma, DBT	FO	13.11.18	FO	13.11.18	Ok. Proceed as per Project norms.
17	16067/R	Sabad rang- Hindi Deptt.	R	13.11.18	I/c Guest House	13.11.18	Yes.
18	16012/R	Dept./ of Computer Science For Refresh , Research Methodology Dr. Narinder Kumar	R	13.11.18	R	13.11.18	Ok. See that teaching do not suffice.