

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	13065/R	Relieving for Participation in Two Weeks Inter Disciplinary Capacity Building Programme Scheduled from 27.11.2018 to 07.12.2018- Dr. Brajesh Kumar, Deptt. Of Sociology	R	19.11.18	Dr. Brajesh Kumar, Sociology	22.11.18	By Hand.
2	12680/R	Proposal for Creation of Capital Assests From HEFA- 5(692)/2018	R	20.11.18	EE	22.11.18	Submit the proposal duly approved by FO/BOM.
3	7087/R	विश्वविद्यालय अनुदान आयोग से पत्राचार - हिंदी प्रकोष्ठ	R	20.11.18	R	22.11.18	Ok
4	9616/R	Common Tender Committee/Purchase Committee (Vol-II)	Dr. G Sunil Babu, DBT	20.11.18	R	22.11.18	Approved. Proceed as per rules.
5	10884/R	DBT Project- Purchase of Consumables- Dr. G. Sunil Bab, DBT	Dr. G Sunil Babu, DBT	20.11.18	Prof. RP Singh, Dean Academic Affairs	22.11.18	Suggest.
6	-	Development of Orchard of Dragon Fruit- Dr. Sutanu Maji, Deptt. of Horticulture			In-Charge, GBS	22.11.18	Suggest/C omments.

7	10224/R	Maintaining & Uploading the Data Pertain to Ph.D Scholars on the Website of BBAU (F. No. 155/BBAU/SC/ST/Cell)	R	15.10.18	R	22.11.18	Prepared duly Check as per the guidelines of SC/ST Cell (Establishment Office)
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