S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	9378/R	Deptt. of Environmental Microbiology Partition in Room No-304	F.O.	28-Oct			
2	3228/R	Imparest Money of the Exn. Office 5(430)/13	F.O.	28-Oct			
3		Painting of Ashoka & Kanishka Boys Hostel 5(603)/2016	F.O.	28-Oct			
4	3922/R	Construction of Shelter Shed along Road sice/maintenance work 5(484)/14	F.O.	28-Oct			
5	4311/R	Civil Maintenance work 2014-15 part-2 5(457)/14	F.O.	28-Oct			
6	5107/R	Providing fixing of granite & stainless stell lettering of main gate 5(540)/16	F.O.	28-Oct			
8	5225/R	Renovation of Council Hall 5(440)/14 Part-2			Registrar	28-Oct	