

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1		NON DISBURESEMENT OF MINIMUM WAGES TO THE SECURITY GUARDS.....(COMPLAIN OF SECURITY GUARDS)	FINANCE	31.08.16	ARF/soi/arf/FO/ARF/SOI/arf/soi/ARF	25.10.16	
2	9326R	T/C TA BILL REGISTRAR JOURNEY 09.09.16	VC	22.09.16	LDC/ARF/SOII/LDC	25.10.16	
3		DETAILS OF BILLS (REMUNERATION/HONORARIUM)OEE-2016		22.09.16	CO-OEE	25.10.16	
4		REQUIREMENT OF LAB EQUIPMENT	VC	22.09.16	H-DCS	25.10.16	
5	8763R	GIRLS HOSTEL'S STREET LIGHT MAINTENANCE WORKS	AE(E)	30.09.16	FO/arf/SOI/SA	25.10.16	
6	8912R	EARTHING	AE(E)	30.09.16	FO/arf/SOI/SA	25.10.16	
7		RECORD OF LATE PAYMENT FEE OF	LIB	30.09.16	CASHIER	25.10.16	disposed off
8	8264r	further development of recreation/ common room in rca boys hostel	R	26.09.16	DIR-RCA	25.10.16	
9	3786R	Tata Photon Data Card	R	26.09.16	CASHIER	25.10.16	disposed off
10	8358R	NFHE-MOHD. BAQIR	DES	03.10.16	STENO/ARF/FO/ARF/FO	25.10.16	
11	7361R	REQUIREMENT OF 3 IN 1 PRINTER, SCANNER OF COPIES	STR	04.10.16	VC	25.10.16	
12	4351R	UP32DN3760	R	04.10.16	R	25.10.16	
13	7401R	AMC OF WATER COOLER & WATER PURIFIERS- P-2	R	04.10.16	VC	25.10.16	
14		file for the advance of Rs-5000/- for the guest lecture	dhr	04.10.16	CASHIER	25.10.16	disposed off
15		IMPREST	SPORTS	05.10.16	CASHIER	25.10.16	disposed off
16		34/27/BRNS-DAE PROJ FILE	DAP	05.10.16	VC	25.10.16	
17		TONER/CARTRIDGE/STATIONARY	EXAM	05.10.16	CASHIER	25.10.16	disposed off

18	5104R	67/INSPIRE FELLOWSHIP/HD&FS	SHS	05.10.16	VC	25.10.16	
19	8729R	REQUIREMENT OF DEPARTMENT LIBRARY (U.G.COURES)	LIB	05.10.16	H-DRM	25.10.16	
20	8365R	Requirement of cooler	STR	05.10.16	CASHIER	25.10.16	disposed off
21	7981R	PURCHASE OF PRINTERS	STR	05.10.16	VC	25.10.16	
22	7966R	WI-FI PCI LAN CARDS	STR	05.10.16	SA/ARF/F O/ARF/SA	25.10.16	
23		IMPREST	DEM	06.10.16	VC	25.10.16	
24	9008R	CPF/GPF A/C NO OF UNIVERSITY EMPLOYEE	R	07.10.16	R	25.10.16	
25		SPACE REQUIREMENT	R	07.10.16	LDC/ARF/ FO/ARF/S OII/LDC	25.10.16	
26		PURCHASE OF ROLLER BLIND FOR FO CHAMBER	STR	05.10.16	CASHIER	25.10.16	disposed off
27		REPAIR & MAINTENANCE OF EQUIPMENTS	DAAS	07.10.16	VC	25.10.16	
28		HEAD OF EXPENDITURE: CONTINGENCY	DAC	13.10.16	VC	25.10.16	
29	455F	IMPREST	DCS	13.10.16	CASHIER	25.10.16	disposed off
30		annual maintenance contract for photocopier machine	DE	13.10.16	CASHIER	25.10.16	disposed off
31		SOCIAL SCIENCE CONGRESS-15	vc	13.10.16	FO/ARF	25.10.16	
32	3783r	MAINTENANCE OF RESIDENTIAL BUILDING	R	13.10.16	EE	25.10.16	
33	9370R	T/C PF DR. VENKATESH DUTTA LTC	R	13.10.16	STENO/ar f/SOI/ARF	25.10.16	
34	8570R	T/C PF OF SMT.SUDHA SRIVASTAVA(LTC)	R	13.10.16	SO(E)	25.10.16	
35		ELECTRICAL WORK/ SUPPLY FOR BBAU AMETHI SATELLITE CAMPUS P-2	AE(E)	13.10.16	FO/ARF/S OII/SA	25.10.16	
36		JRF SALARY FILE DST-SERG PROJ VENKATESH KUMAR R	DES	14.10.16	SA/ARF/F O/ARF/SO	25.10.16	
37		MAINTENANCE OF GREEN HOUSE STRETURES	DAPS	14.10.16	CASHIER	25.10.16	disposed off
38		IMPREST	HOSTEL	14.10.16	CASHIER	25.10.16	disposed off
39	4189R	AMC CEILING FANS & EXAUST FANS P-2	R	14.10.16	CASHIER	25.10.16	disposed off

40	7657R	SOUND SYSTEM MAINTENANCE WORK OF AUDITORIUM+1 FILE ATTACHED	R	14.10.16	VC	25.10.16	
41	9458R	LTC ADVANCE OF SRI ATUL BAJPAI	R	14.10.16	AR(E)	25.10.16	
42	3900R	MISCELLANEOUS	DST	17.10.16	CASHIER	25.10.16	disposed off
43		FINANCIAL APPROVAL FOR IMPREST	DAAS	17.10.16	CASHIER	25.10.16	disposed off
44	9104R	CST UP PROJ PROGRESS REPORT FILE RESEARCH ASSISTANT	RSO	17.10.16	R	25.10.16	
45	3224R	T/C FILE OF CANTEEN CONTRACT (VOL-V)	EO	17.10.16	EE	25.10.16	
46		National conference on yoga for holistic health	SPORTS	17.10.16	ARF/SO/L DC/ARF/F O	25.10.16	
47	3930R	AMC OF DG SET P-2	EE	17.10.16	FO/ARF/S OI/SA	25.10.16	
48		subhead of grant-contINGENCY	DAP	18.10.16	SA/ARF/F O	25.10.16	
49		HEAD OF EXPENDITURE: EQUIPMENT	DAC	18.10.16	H-DAC	25.10.16	
50		AIR-CONDITIONER FOR RCA COMPUTER LAB	STR	18.10.16	VC	25.10.16	
51	2648F	Dean imprest	des	18.10.16	CASHIER	25.10.16	disposed off
52	2544F	IMPREST	CPGLS	18.10.16	CASHIER	25.10.16	disposed off
53	3314R	IMPREST	VEHI	18.10.16	CASHIER	25.10.16	disposed off
54	9439R	CONSTRUCTION OF RESEARCH LAB	VC	18.10.16	ARF/SO/S A/ARF	25.10.16	
55	8421R	T/C PF OF MRS. ANITA TIWARI	VC	18.10.16	R	25.10.16	
56	3922R	construction of shelter shed along road side /maintenance	R	18.10.16	CASHIER	25.10.16	disposed off
57	4491R	ADVANCE/ADJUSTMENT	R	18.10.16	CASHIER	25.10.16	disposed off
58	6148R	वि०वि० के तीनों गेटों पर बैरियर लगवाने के संबंध में	R	18.10.16	CASHIER	25.10.16	disposed off
59	4308R	REPAIRING & PAINTING OF ENGINEERING SEC.	R	18.10.16	CASHIER	25.10.16	disposed off
60	3060R	ROAD WORK AT ABH	R	18.10.16	CASHIER	25.10.16	disposed off
61	8110R	PUCHASE OF FURNITURES FOR RCA	STR	18.10.16	CASHIER	25.10.16	disposed off
62	4885/IIR	BRNS-DAE PROJ MAIN FILE		18.10.16	R	25.10.16	
63		FEE REEMBAMEMENT/SPECIAL ENBAL TEST 2016	IT	18.10.16	H-DIT	25.10.16	

64	6484R	PAYMENT TO TAX CUNSLTANTS	VC	18.10.16	FO/SOII	25.10.16	
65		HONORARIUM FILE OF WARDEN RCA BOYS HOSTEL		18.10.16	CASHIER	25.10.16	disposed off
66	7984R	TRANSFORMER MAINTENANCE WORK	VC	18.10.16	FO/ARF/S OI/SA	25.10.16	
67	3163R	IMPREST PAYMENT&ADJESTMENT	R	19.10.16	FO/ARF/S OII/STEN O	25.10.16	
68	4703R	Advance/imprest	VC	19.10.16	LIBRARIA N	25.10.16	
69		HEAD OF EXPENDITURE: CONSUMABLES	DPT	19.10.16	VC	25.10.16	
70	3170R	Purchase of Chemicals/Consumables Items	VC	19.10.16	FO/PS/AR F/SO	25.10.16	
71	8165R	GATE SCHOLARSHIP NEHA YADAV	DPT	19.10.16	R	25.10.16	
72	9166R	UPS32 DD 5255	ARV	19.10.16	CASHIER	25.10.16	disposed off
73	9481R	DR BAL CHANDRA YADAV	BY HAND	19.10.16	FO/ARF/S O/LDC	25.10.16	
74		SOCIAL EXCLUSION AND INCLUSION A JOURNEY FROM PAST	VC	19.10.16	CASHIER	25.10.16	disposed off
75		DRR. BAL CHANDRA YADAV	VC	19.10.16	ARF	25.10.16	
76	9182R	RETURN OF PG SCHOLARSHIP FOR PROF. COURSE FOR SC/ST CANDIDATES MS. SANJU&NIKITA	R	20.10.16	STENO/A RF/FO	25.10.16	
77	5261R	JRF-2012	R	20.10.16	STENO/A RF/FO	25.10.16	
78	3218R	IMPREST		20.10.16	CASHIER	25.10.16	disposed off
79	3484R	DIESEL FOR TRACTOR		20.10.16	CASHIER	25.10.16	disposed off
80	8382R	PURCHASE OF FAX MACHINE FOR R-OFFICE	VC	20.10.16	R	25.10.16	
81	9470R	REQUIREMENT OF CHEMICALS	VC	20.10.16	ARF/SOI/ SA/ARF	25.10.16	
82		DEMONSTRATION & TRAINING (M/C) PAYMENT	VC	20.10.16	DIR-UIET	25.10.16	
83	9295R	REPQUIREMENT FOR PRINTER	VC	21.10.16	DIR-UIET	25.10.16	

84	7585R	REQUIREMENT OF CCTV'S GAUTAM BUDDHA CENTRAL LIBRARY	AE(E)	21.10.16	AE(E)	25.10.16	
85		IMPREST	SGH	21.10.16	STENO/A RF/FO	25.10.16	
86		CLEARANCE OF PURCHASE OF EQUIPMENT	DBT	21.10.16	AR(S&P)	25.10.16	
87		RGNF -MS. POONAM PARASHAR & MS.MALTI	PHARM	21.10.16	R	25.10.16	
88	7510R	Purchase of GIGI	SPORTS	21.10.16	sa/ARF/F O	25.10.16	
89		PROCUREMENT OF SILKWARM EGGS	DAAS	21.10.16	SA/ARF/F O	25.10.16	
90	7968R	PUBLICATION/PRINTING	DST	20.10.16	SOI/SA/A RF	25.10.16	
91		DD REGARDING FILE 2015-16	COE	24.10.16	CASHIER	25.10.16	disposed off
92		FEE REFUND	UIET	24.10.16	STENO/A RF	25.10.16	
93	9443R	ICSSR PROJ- DR SURENDER MEHER CONTINGENCY GRANT	DE	24.10.16	SA/ARF/F O	25.10.16	
94		IMPREST	DE	24.10.16	STENO/A RF	25.10.16	
95	6333R	IMPREST	R	24.10.16	STENO/A RF	25.10.16	
96	9378R	PARTITION IN ROOM NO.-304	R	24.10.16	SA/ARF	25.10.16	
97	9087R	HOSPITALITY EXPENSES OF SC/ST CELL 16-17	R	24.10.16	STENO/A RF	25.10.16	
98	4916R	EXAMINATION HALL	R	24.10.16	FO/ARF	25.10.16	
99	9449R	DIESEL FOR DG SET AMETHI CAMPUS	R	24.10.16	arf/SOII/S TENNO	25.10.16	
100	9442R	ICSSR RESEARCH PROJ DR. SANATAN NAYAK	DE	24.10.16	SA/ARF/F O	25.10.16	
101	7268R	PAYMENT FOR NEWSPAPER AND MAGAZINE	LIB	24.10.16	ARF/FO	25.10.16	
102	7097R	RECRUITMENT OF PROJ STAFF	DST-CPR	24.10.16	SA/ARF	25.10.16	
103		ICSSR RESEARCH PROJ- PAYMENT TO RESEARCH STAFF	VC	24.10.16	CASHIER	25.10.16	disposed off
104	9459R	SALARY OF CONTRACTUAL EMPLOYEES	VC	24.10.16	ARF/fo	25.10.16	

105	7828R	IMPREST	CC	24.10.16	arf/SOII/S TENO	25.10.16	
106		OVERHEAD/OAE-BRNS PROJ		19.10.16	ARF/FO	25.10.16	
107	4372R	SUBHEAD-TECHNICAL ASSISTANCE	DAP	18.10.16	ARF/FO	25.10.16	
108		SUBHEAD OF GRANT- CONSUMABLE	DAP	20.10.16	ARF/FO	25.10.16	
109	9045R	70TH INDEPENDENCE DAY CELEBRATION	SPORTS	25.10.16	LDC	25.10.16	
110	9190R	DR. SHIKHA PRUCHASE OF VV-VIS SPECT.....	STR	25.10.16	SA	25.10.16	
111		REPAIR OF PHOTO COPIER MACHINE INSTALLESD IN STR	STR	25.10.16	SA	25.10.16	
112	8174R	PURCHASE OF FURNITURE	STR	25.10.16	FO	25.10.16	
113		MUFFLE FURNANCE	STR	25.10.16	FO	25.10.16	
114	4395R	consumable & office stationary	STR	25.10.16	FO	25.10.16	
115		EQUIPMENTS/ETC	STR	25.10.16	FO	25.10.16	
116	8506R	PUBLICATION OF TENDER NOTICE	STR	25.10.16	SA	25.10.16	
117	8316R	GYM MAINTENANCE	STR	25.10.16	SA	25.10.16	
118		ADJUSTMENT OF RS-2000/-	STR	25.10.16	LDC	25.10.16	
119	8363R	REQUIREMENT OF FURNITURE	STR	25.10.16	SA	25.10.16	
120	8924R	DR. SANGEETA YADAV -SERB-DST	DEM	25.10.16	SOI	25.10.16	
121	6541R	PURCHASE OF BIOMETRIC ATTENDANCE MACHINE FOR CLASS ROOMS OF DI.....		25.10.16	ARF	25.10.16	
122		IMPREST	HIS	25.10.16	STENO	25.10.16	
123	8255R	JRF-MR.VEER KUMAR	DPS	25.10.16	STENO	25.10.16	
124		PURCHASE OF EQUIPMENT FOR DST-SERB PROJ	STR	25.10.16	FO	25.10.16	
125	8721R	REFUND OF FEE- KELVIN KAMAL, ATIF AZAJ, MS. SHIVANGI---BBA LLB	STR	25.10.16	FO	25.10.16	
126		LEVELING WORK AT BOTANICAL GARDEN P-2	GBS	25.10.16	LDC	25.10.16	
127	7525R	JRF Ms. Maya Bharti	VC	25.10.16	ARF	25.10.16	
128	6878R	Consultancy proj:G water Dr. venkatesh dutta	VC	25.10.16	ARF	25.10.16	
129	9464R	PURCHASE OF LON ELECTRODE	VC	25.10.16	ARF	25.10.16	
130	4573R	PRINTING OF THE PROCEEDINGS	VC	25.10.16	FO	25.10.16	
131		MANDEY/PARETOSHAL KE SHMBAND	VC	25.10.16	FO	25.10.16	discussion
132	3180R	LECTURE & SPECIAL LECTURES	VC	25.10.16	ARF	25.10.16	
133	5107R	PROVIDING FIXING OF GRANITE & STAINLESS STEEL LETTERING OF MAIN GATE	VC	25.10.16	ARF	25.10.16	

134	9371R	APPLICATION FOR SEMINAR GRANT FROM ICSSR	VC	25.10.16	ARF	25.10.16	
135	9318R	DR. MADHUKAR SAXENA-FELLOWSHIP GRANT	VC	25.10.16	ARF	25.10.16	
136	7205R	UGC-MRP 2015-16	VC	25.10.16	ARF	25.10.16	
137	9373R	FINANCIAL ASSISTANCE FOR INTERNATIONAL CONFERENCE DR RICHHA KOTHARI	VC	25.10.16	FO	25.10.16	discussion
138	9429R	ACADEMIC ACTIVITIES DR. SHIKHA	VC	25.10.16	FO	25.10.16	discussion
139	8092R	TRAVEL OF DR. GR DWIVEDI-PDF	VC	25.10.16	ARF	25.10.16	
140		icssr proj dr. shashi kumar FIELD WORK TA/DA	VC	25.10.16	FO	25.10.16	
141	5100R	DR. GAURAV RAJ DWIVEDI-PROJ FILE (SERB)	VC	25.10.16	ARF	25.10.16	
142		BANNER MEMORANDUM CERTIFICATE PUBLICATION COMMITTEE-YOGA WORKSHOP AND CONFERENCE	VC	25.10.16	ARF	25.10.16	
143		refreshment committee-YOGA WORKSHOP AND CONFERENCE	VC	25.10.16	ARF	25.10.16	
144	6262R	TA BILL OF REGISTRAR, PROF VICTOR BABU & DR. SHIKHA	VC	25.10.16	ARF	25.10.16	
145		ANNUAL ACCOUNT 2016-17		25.10.16	ARF	25.10.16	
146	5987R	BOOK EXHIBITION	VC	25.10.16	ARF	25.10.16	
147	9216R	LEAVE APPLICATION: TEACHERS DUTY LEAVE DR. DK YADAV	VC	25.10.16	FO	25.10.16	
148	8998R	कुलसचिव द्वारा 01.08.16 को नयी दिल्ली यात्रा हेतु बीजक के भुगतान के संबंध में	r	25.10.16	ldc	25.10.16	
149		video recording & purchase of camera	dpr	25.10.16	arf	25.10.16	