

<b>S.No</b>	<b>File.No</b>	<b>Subject</b>	<b>From whom Received</b>	<b>Received Date</b>	<b>Sent to</b>	<b>Sent Date</b>	<b>Remarks</b>
1	8343/R	Utilization Certificate File- DBT Pilot Project: Dr. Anand Prakash, DBT, BBAU	Dr. Anand Prakash, DBT	20/09/2017	R	10.3.17	Ok if as per rules.
2	10936/R	Requirment of Assistant- cum-Attedant for the office of Dean, Academic Affairs- Prof. Rana Pratap Singh,	R	21/09/2017	R	03.10.2017	I ..... please give me complete list of contractual & Regular employes with their place of work.
3	8547/R	Payment to Field Investigators BBAU- Stockholm University Collaborative Project- Dr. Shashikant Pandey, DPS/SAS	FO	22/09/2017	FO	03.10.2017	For Clearcut recommen dation.
4	10727/R	Extension of M.Sc. (Ag) Degree of Ms. Ruchika Abha, Final Year Student- DAPS	Dean, Academic Affairs	25/09/2017	R	03.10.2017	Ok if Strictly as per rules.
5	10761/R	Office Assistant for Office of Dean, SLS	R	20/09/2017	R	03.10.2017	A on 2/N be followed.
6	7178/R	Purchase of FYM for Rose Garden (GBS)	FO	25/09/2017	FO	03.10.2017	Yes if as per rules.

7	-	Transfer of Ms. Riya Tiwari From DCS to DAS on the recommendation of Incharge Online Entrance Examination 2017-18- DAS/SPS	Dean, SPS	25/09/2017	Prof. RB Ram	03.10.2017	-
8	8903/R	व्यक्तिगत पत्रावली सर्वजीत (चपरासी) P. F. No. 28	FO	25/09/2017	R	03.10.2017	Ok
9	-	UGC-Non-NET Fellowship-Finance Section	FO	25/09/2017	FO	03.10.2017	Yes if as per rules.
10	6508/R	FWLL Telephone Bill Payment (Telephone Section) Part-2	FO	26/09/2017	FO	03.10.2017	Yes if as per rules.
11	10705/R	Representation of Sh. Sushil Kumar, Ex. Dy. Registrar, BBAU (Reg: Release of Pro-rate Pension received from MHRD) + 10208/R PF of Shri Shusil Kumar Verna, Ex. Dy. Registrar	R	26/09/2017	FO	03.10.2017	-
12	10511/R	गृह मंत्रालय, राजभाषा विभाग निरीक्षण समिति - हिंदी प्रकोष्ठ	R	26/09/2017	R	03.10.2017	A-Ok
13	4799/R	राजभाषा कार्यान्वयन समिति की बैठक	R	26/09/2017	Prof. RB Ram	03.10.2017	-
14	10129/R	Authorisation of Hospitals	R	26/09/2017	R	03.10.2017	Ok

15	-	Media Center Meeting	Head, DMCJ	26/09/2017	Head, DMCJ	03.10.2017	Request is to whom. It is not clear...
16	10997/R	NCCS-Pune: Dr. G. Sunil Babu, DBT	R	26/09/2017	R	03.10.2017	Ok
17	10625/R	DBT Project- Technical Committee for the Purchase of Equipments- Dr. G Sunil Babu, DBT	R	26/09/2017	FO	03.10.2017	-
18	10666/R	62nd Meeting of Academic Council	R	26/09/2017	AR (Academic)	03.10.2017	Let AR (Academic) do the needful.
19	-	अम्बेडकर भवन मे साइनेज हेतु	EE	26/09/2017	EE	03.10.2017	Ok as per rules.
20	6256/R	Maintenance of Electrical Underground cable in University campus, Part-II	FO	27/09/2017	FO	03.10.2017	Yes if as per rules.
21	-	Advance of COE Office (Confrence and workshop)	FO	27/09/2017	FO	03.10.2017	Ok if as per rules.
22	-	Dr. Neelam, Medical Officer (Contract), Satellite Campus, Tikarmafi, Amethi	FO	27/09/2017	FO	03.10.2017	Yes if as per rules.

23	10638/R	DBT Project- JRF Recruitment Committee (Dr. G Sunil Babu, DBT)	FO	27/09/2017	FO	03.10.2017	Yes if as per rules.
24	-	Medical Advance Shri Brij Mohan (MTS)	FO	27/09/2017	FO	03.10.2017	Ok if as per rules.
25	10174/R	फोटोकॉपी मशीन के संधर्व में- DLISc.	FO	27/09/2017	FO	03.10.2017	Ok as per rules.
26	-	Imprest Money File 2017 (Kanishka Boys Hostel)	FO	27/09/2017	FO	03.10.2017	Ok as per rules.
27	-	AMC of DG Sets Part-IIIrd 5(92)/Elect/2017	FO	27/09/2017	FO	03.10.2017	Ok as per rules.
28	-	Cash advance AE (Electrical) 5(27)/elect/2016	FO	27/09/2017	FO	03.10.2017	Yes if as per rules.
29		केंद्रीय पुस्तकालय अनुरक्षीए कार्य	FO	27/09/2017	FO	03.10.2017	Yes if as per rules.
30		Payment for Dissertation of one year LLM II Semester, Students, CPGLS, SLS	FO	27/09/2017	FO	03.10.2017	Yes if as per rules.
31	9318/R	Fellowship Grant (Dr. Madhukar Saxena, DBT, SBBT)	FO	27/09/2017	FO	03.10.2017	Ok if as per rules.
32	-	UGC-BSR Grant (Head Equipment)- Dr. Jawahar , DAC	FO	27/09/2017	FO	03.10.2017	Ok if as per rules.
33	-	SERB-DST Project (Equipement)-Dr. jiwana Singh, DES	FO	27/09/2017	FO	03.10.2017	Ok if as per rules.
34	10413/R	T/c PF of Dr. Devesh Kumar, DAP (Reg: LTC)	FO	27/09/2017	FO	03.10.2017	Ok if as per rules.

35	-	Purchase of Computer System for Reception Counter- STR	FO	27/09/2017	FO	03.10.2017	Ok if as per rules.
36	-	Shifting of LAB equipement USIC	FO	27/09/2017	FO	03.10.2017	It is not possible to post P.....
37	10182/R	LTC- Dr. Bal Chandra Yadav, DAP	FO	27/09/2017	FO	03.10.2017	Yes if as per rules.
38	-	Project fellowship od Dr. Anand Pratap singh , Reaseach Associte ICSSR	FO	27/09/2017	FO	03.10.2017	Yes if as per rules.
39	3519/R	JRF-DST (Dr. Gaurav Kathwas, DPS)	FO	27/09/2017	FO	03.10.2017	Has he joined back?
40	8724/R	Application for CAS Promotion from Associate Professor to Professor (Dr. Shashi Kumar, Asso. Professor, DHR & DL, SLS)	Rectt. Cell	27/09/2017	Rectt. Cell	03.10.2017	-
41	-	Admission File (M.Phill Economics, 2017-18) Department of Economics- File No. 366/DE/BBAU/2017	Head, Economics	27/09/2017	Head, Economics	03.10.2017	Ok if as per rules.
42	-	Requirement of Chemicals/Glasswares & Plasticwares for Financial Year 2016-17- Department of Phamacutical Sciences	Head, DBT	27/09/2017	Head, DBT	03.10.2017	Ok

43	11014/R	T/c PF Dr. Prashamita Mohanty, Reader-cum-Deputy Director, CSSEIP (Reg: CCL)	R	27/09/2017	FO	03.10.2017	-
44	9858/R	Professor Emeritus ICMR, Deptt. of Pharam. Science (File No. 217/D.Ph.Sc./BBAU/17)	R	27/09/2017	R	03.10.2017	Ok but Space has to be provided by the concerned dentt.
45	7365/R	Repair of Double Distillation Unit (DAC)	Head, DAC	27/09/2017	Head, DAC	03.10.2017	Yes as per rules.
46	10842/R	Promotion of Group 'A' Voll -II Estt Section	AR (Estt.)	03.10.2017	R	03.10.2017	-
47	-	Repair of Fountain in Guest House-Guest House			FO	03.10.2017	It is required for the GH. FO to please to do the needful.
48	-	Purchase of Sofa Set in VIP Room of GH-Guest House			FO	03.10.2017	It is required for the GH. FO to please to do the needful.
49	-	Admission File (B.Voc - Floriculture and Landscape Gardening)-DAPS (Horticulture)			Head, DAPS	03.10.2017	Write letter to UGC.

50	2524/FO	F.N. Travelling Allowance Bill File (T/C) of Hon'ble Vice-Chancellor, BBAU, Lucknow			FO	03.10.2017	-
51	-	National Seminar on Higher Education in the new Century: Challenges and Opportunities- SOE			Dean, SOE	03.10.2017	Rs. 2.50 Lacs allowed.