S.No.	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1		Requirement of Electrical Goods for Administrative Block Registrar Office 5(26)/Elect/2016	F.O.	9-Sep			
2	9215/R	Mosquito Net for Yashodhra Girls Hostel 5(618)/2016	Registrar	9-Sep			
3	9091/R	Modernization work in Guest House 5(571)/16 Part-2	Registrar	9-Sep			
4	9099/R	Space Requirement DRM	Registrar	9-Sep			