

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	9312/R	TA.and Accommodation at BOM Memmbers R-Office	R	20/09/2016	FO	22/09/2016	-
2	9060/R	Entramce Test 2016 M.A. Development Studies (CSSEIP)	R	21/09/2016	R	21/09/2016	FO to NA
3	-	Purchase of Rotavator	FO	21/09/2016	XEN	22/09/2016	OK as per rules
4	5459/R	Appointment-Proctor & Constitution of Proctorial Board	R	21/09/2016	R	22/09/2016	ok
5	8294/R	Cantractual Faculties Payment	FO	21/09/2016	FO	22/09/2016	Yes as per rules
6	9276/R	Miscellaneous /Contingencies Coordinator ,Dr.Shashi Kant panday	FO	21/09/2016	FO	22/09/2016	Yes as per rules
7	5350/R	JRF Fellowship -- Harikaran Kaur	FO	21/09/2016	FO	22/09/2016	Yes as per rules
8	5100/R	Dr Gaurav Raj Dwivedi - Project File (SERB)	FO	21/09/2016	FO	22/09/2016	Yes as per rules
9	8504/R	SC/ST Complaints File, Teaching and Non-teaching staff	R	21/09/2016	Proctor	22/09/2016	
10	8821/R	Hostel General Information Guide Session-2016-17, DSW	R	21/09/2016	R	22/09/2016	Seen
11	-	Three File Confidential	COE office	21/09/2016	COE office	22/09/2016	As above
12	9325/R	T/C PF of Shri Ajay Lal MTS	R	21/09/2016	R	22/09/2016	-
13	9326/R	T/c T.A. Bill of Registrar Journey 09/09/2016 New Delhi (Vigyan Bhawan)	R	22/09/2016	FO	22/09/2016	-
14	4533/R	Appointment of Deans	R (Estt)	22/09/2016	R	22/09/2016	-

15	3386/R	Project Proposal of Dr. Sanjay Kumar, DAPS	R	22/09/2016	R	22/09/2016	do needful as per rules
16	4289/R	Approval for higing of Taxi-Vehicle Section	Vehicle Section	22/09/2016	R	22/09/2016	-
17	9014/R	Review the Supernumerary Quota in Ph.D. Admission	R	22/09/2016	R	22/09/2016	See for follow up action strictly as per rules
18	7502/R	Remote Acess of e-recources (G B Library)	FO	22/09/2016	FO	22/09/2016	Ok if strictly as per rules
19	8205/R	JRF Fellowship File Session 2012-13 Narendra Gupta & Sangeeta Kumari	FO	22/09/2016	FO	22/09/2016	Yes as per rules
20		Requirement of Lab Equipment	FO	22/09/2016	FO	22/09/2016	-
21	8995/R	छात्रावास का रख रखाव एवं कार्य	FO	22/09/2016	FO	22/09/2016	Yes if as per rules
22	9143/R	Financial Assistance for attending ISAE at Jorhat, Assam, Deptt. of Economics (Prof. Sanatan Nayak)	FO	22/09/2016	FO	22/09/2016	-
23	3874/R	Purchase of stationary items for BOM Meeting	FO	22/09/2016	FO	22/09/2016	Seen
24	9197/R	Disseratation File (DAPS) Horticulture	FO	22/09/2016	FO	22/09/2016	yes if as per rules
25	3342/R	Imprest Money of portal for Bush Cutter (GBS)	FO	22/09/2016	FO	22/09/2016	yes if as per rules

26	9196/R	PG Dissertation Semester-VI, DAC	FO	22/09/2016	FO	22/09/2016	yes if as per rules
27		CONFIDENTIAL One file Result notification (Ph.D.)	COE office	22/09/2016	COE office	22/09/2016	
28		CONFIDENTIAL One file Result notification May-2016 (Vol-II)	COE office	22/09/2016	COE office	22/09/2016	
29	9250/R	Appointment of Nodel Office for Institutinal Digital Repositories (IDRs) with NDL	R	22/09/2016	R	23/09/2016	Approved as per rules
30	9328/R	Staff requirement for Amethi Campus-Engg. Section	R	22/09/2016	R	23/09/2016	Yes as per rules
31		Representation of wives of Malis of the University	R	22/09/2016	R	22/09/2016	Prepared detailed note for discussion
32		CONFIDENTIAL One file Result notification May-2016	COE office	22/09/2016	COE office	23/09/2016	