

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	7310/R	Creation /Sanction of New post for Health Centre	R	28/09/2016	R	29/09/2016	As Ammended
2	9234/R	Printing of Dairies & Calender-2017	FO	28/09/2016	FO	29/09/2016	A' Ok
3	8282/R	Re-allocation of Recurring Budget-A DST-SERB Grant, DAC (Dr. Jawahar Lal)	FO	28/09/2016	FO	29/09/2016	ok if as per rules
4	9265/R	Appoint Associate NCC (ANO) of NCC Boys Wing			Dr. Manoj K. Dhadwal, DPSE	29/09/2016	Discuss
5	9145/R	UGC Start-UP-Grant (Dr. Jiwan Singh,DES)	R	29/09/2016	R	29/09/2016	Ok
6	8572/R	Representation of Dr. Richa Kothari, Asstt. Professor, DES			AR (Estt.)	29/09/2016	-
7	8431/R	Request of Dr. Richa Kothari, Asstt. Professor, DES			AR (Estt.)	29/09/2016	-