

S.No	File/Letter No.	Subject	From whom Received	Received Date	Sent to	Sent Date	Remarks
1	8139/R	CONFIDENTIAL (One file) Degree-Part-II (12, 18 & 6 Degrees)	COE office	27/09/2016	COE office	30/09/2016	-
2	9370/R	T/C PF of Dr. Venkatesh Dutta, Asstt. Prof., DES (LTC)	R	29/09/2016	R	30/09/2016	Yes if as per rules
3	7401/R	AMC of Water Cooler & Water Purifiers - Part-II	R	29/09/2016	R	30/09/2016	ok if as per rules
4	9342/R	Student Appro. Year back-DIT 2016	R	29/09/2016	COE office	30/09/2016	for Comments
5		Refresher Course Participation of Dr. M.K. Padhy, DMCJ, BBAU	DMCJ	29/09/2016	Head, DMCJ	30/09/2016	Ok if as per rules
6		Gardining Activities in Amethi Campus of BBAU, Lucknow (GBS)	R	29/09/2016	R	30/09/2016	-
7		T/C PF of Shri Govind Bhushan Madhukar, MTS, (Passport)		29/09/2016	R	30/09/2016	ok as per rules
8	9278/R	वाहन संख्या UP 32 FS-3613 के लूट के संबंध में	वाहन विभाग	29/09/2016	FO	30/09/2016	For Necessary action
9		Guest Faculty Recuirtnent Food Science & Technology (SHS)	SHS	29/09/2016	PIC (Rectt.)	30/09/2016	-

10	9283/R	Mr. Satyendra Kumar/Pd.D Extension/DAP/BBAU/2016	R	29/09/2016	Head, DAP	30/09/2016	ok if as per rules (By hand Dr. B.C. Yadav Sir)
11	9316/R	M.Sc. Admission (Food Microbiology & toxicology) Session 2016-18 (DEM)	R	29/09/2016	Dean, SES	30/09/2016	-
12	9039/R	Admission File Intergrated B.Sc./M.Sc. Basic Science Session 2016-17 (DAAS)	R	29/09/2016	Dean SBBT	30/09/2016	-
13	9378/R	Partition in Room No. 304 (Deptt. of Environmental Microbiology)	R	29/09/2016	R	30/09/2016	A' Ok
14	9314/R	M.Sc. Admission (Environmental Microbiology) Session 2016- 18 (DEM)	R	29/09/2016	Dean, SES	30/09/2016	-
15	6073/R	Board of post Graduate Studies(B.P.G.S), DAM	R	29/09/2016	R	30/09/2016	OK as per rules
16	7909/R	Upgradation JRF to SRF, Voll-IIInd (DES)	R	29/09/2016	R	30/09/2016	-
17	9366/R	Requirement of Assistant (on contract) Security Section	R	29/09/2016	RSO	30/09/2016	discuss
18	9339/R	NOC/Passport/VSB/DEM/8 7 (Dr. Vinay singh Baghel)	R	29/09/2016	R	30/09/2016	Yes as per rules
19	8981/R	Transportation Allowance of the Librarian, GBL	R	29/09/2016	FO	30/09/2016	-

20	6316/R	University Contribution in NPS (II) 2015-16	FO	30/09/2016	FO	30/09/2016	-
21		Admission under Single Girls Child Quota -Ms. Anjum Tahin, Lucknow			R	30/09/2016	-
22		कनिष्क छात्रावास में वेड की मरम्मत हेतु पत्रावली	FO		FO	30/09/2016	Yes as per rules
23		Setting Up Police Chowki in the Campus of the University			RSO Office	30/09/2016	-
24	8865/R	Payment of Legal Fee TO Senior Advocates	R	30/09/2016	FO	30/09/2016	do needful please

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