

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remark
1		adjustment of file of due amount (7500/-) dr.D.K.YADAV.	DE	09.05.17	FO/ARF	11.09.17	
2	4544R	PAYMENT OF LEGAL FEE MS. APRAJITA BANSAL	LEGAL	17.07.17	SA/ARF/S OII/ARF/F O/ARF/S OII/SA/A RF/SOII	11.09.17	
3	7365R	REPAIR OF DOUBLE DISTILLATION UNIT	VC	19.07.17	FO/ARF/S OI/SA/SO /ARF/fo	11.09.17	
4	10400R	T/C PF OF MS. SUNITA PAL (STA)	R	20.07.17	FO/ARF/S OII/ANKI T/soii/arf	11.09.17	
5		HONORARIUM FOR RESOURCE PERSON OF RCA	VC	20.07.17	FO/ARF/S OII/ASST T/LDC/SO I/ARF	11.09.17	
6	7972R	HIGH MAST MAINTENANCE BBAU SATELLITE CAMPUS AMETHI	EE	31.07.17	FO/arf/so i/SA/ARF	11.09.17	
7		RENOVATION OF NBCCN SITE OFFICE NEAR AT HOSTEL BUILDING	EE	18.08.17	FO/ARF/S OI/SA/SO /ARF/fo	11.09.17	
8		FILE FOR MILK VC OFFICE	VC	22.08.17	FO/arf	11.09.17	

9		STEEL FABRIC FENCING AT SPORTS GROUND	EE	22.08.17	ARF/SOI	11.09.17	
10	9763R	CHEMICALS AND GLASSWARE ,DST-SERB DR. VENKATESH KUMAR R	DAAS	23.08.17	SA/SO/A RF/FO/A RF/SOI/C ASHIER/d r. v kumar r	11.09.17	disposed off
11	9470R	REQUIREMENT OF CHEMICALS/GLASSWARES & PLASTICWARES FOR FY-2016-17	DAC	23.08.17	SA/SO/A RF/FO/V C	11.09.17	
12	3046r	STEEL FABRIC FENCING AT SPORTS GROUND	ee	24.08.17	FO/ARF/s a	11.09.17	
13	6315R	PURCHASE OF ELECTRIC MATERIAL	GBS	28.08.17	FO/ARF/S OI/cashie r	11.09.17	disposed off
14	8420R	NO OBJECTION CERTIFICATE FOR RGNF (MS PRATHINIDHI)	R	29.08.17	ANKIT/S O/ARF/F O	11.09.17	
15	10871R	RO WATER PLANT SE KHARAB PANI KE REGARDING FILE	KBH	30.08.17	ARF/SOI/ SA/SO/A RF/eo	11.09.17	
16		PURCHASE OF DUSTBIN SANITATION SECTION	STORE	30.08.17	SA/SO/A RF/fo/VC	11.09.17	
17	1999F	PURCHASE OF FIBRE SWITCHES	CC	31.08.17	SOI/SA/S O/ARF/F O	11.09.17	
18	8265R	FURTHER BEAUTIFICATION OF RCA BOYS HOSTEL	RCA	01.09.17	FO/ARF/S OI/sa	11.09.17	

19	5879R	PURCHASE OF UPS	STORE	04.09.17	ARF/SOI/ SA/SO/A RF	11.09.17	
20		DEENDAYAL UPADHAYAY MEDIA CENTRE	VC	04.09.17	ARF/SOI/ SA/SA/FO /ARF/SOI /cshier	11.09.17	disposed off
21		IMPREST MONEY FOR KBH	KBH	04.09.17	ANKIT/S OII/ARF/F O	11.09.17	
22	4452R	CARTRIDGE/TONER	DEM	04.09.17	FO/ARF/S OI/cashie r	11.09.17	disposed off
23		PAYMENT TO FIELD INVESTIGATORS BBAU DR SHASHIKANT PANDAY	DCS	05.09.17	SA/so/arf	11.09.17	
24	5963R	IMPREST MONEY FOR YASHODHARA GIRLS HOSTEL	YGH	05.09.17	ANKIT/S O/ARF/fo	11.09.17	
25		CONSTRUTION OF BODHI PARK	EE	05.09.17	ARF/SOI/ SA/SOI/A RF/	11.09.17	
26	5173R	DEM-FIST	DEM	05.09.17	SA/SO/A RF	11.09.17	
27		DR JIWAN SINGH START UP GRANT PROJECT SPECTROPHOTOMETER	DES	05.09.17	SA/SO/A RF/fo	11.09.17	
28	10421R	QIP SHORT TERM COURSE ON ADVANCES IN BIOPROCESS ENGINEERING 19TH TO 24TH JUNE, 2017 AT BHU VARANASI DR. G SUNIL BABU	DBT	05.09.17	LDC/SO/ ARF/FO	11.09.17	
29		ICC AT 112 ADVANCE ADJUSTMENT	RTI	05.09.17	LDC/SO/ ARF	11.09.17	

30		AMBEDKAR BHAWAN ME PARYVARTAN/PARVARDHAN WORK	EE	05.09.17	ARF/SOI/SA/FO/VC	11.09.17	
31	3346R	PURCHASE OF BUSH CUTTER	EE	05.09.17	SA/so/arf	11.09.17	
32	3837R	Advance for university functions	GBS	05.09.17	LDC/so/arf	11.09.17	
33	6996r	INSTALLATION OF SUBMERSIBLE PUMP	EE	05.09.17	SA/SOI/ARF/FO	11.09.17	
34		REPAIRING OF PROJECTOR AND LAPTOP BATTERY	STORE	06.09.17	LDC/SOI/ARF	11.09.17	
35		PURCHASE OF CARTRIDGE FOR DEAN SES OFFICE	SES	06.09.17	ARF/SOI/sa	11.09.17	
36	10450R	PERFORMANCE OF BOOKLET TO SUBMISSION OF (MHRD)	VC	06.09.17	ARF/SOI/rso	11.09.17	
37	9702R	DR. DEEPTI BARNWAL CONTINGENCY	VC	06.09.17	ARF/SOII/cashier	11.09.17	disposed off
38		LLM FOURTH SEMESTER STUDENTS KE SODH WORK KE PAYMENT REGARDING	VC	06.09.17	ARF/SOII/CASHIER	11.09.17	disposed off
39		RECRUITMENT OF JUNIOR RESEARCH FELLOW IDENTIFICATION AND FUNCTIONAL ANALYSIS OF ANTIAPOPTOTIC HCMV DR G SUNIL BABU AND DR SANGEETA SAXENA	VC	06.09.17	ARF/SOI/cashier	11.09.17	disposed off
40		PRINTING OF PRSCRIPTION PAD FOR HEALTH CENTER	VC	06.09.17	ARF/SOI/cashier	11.09.17	disposed off
41	4611R	MEDICAL REIMBURSEMENT OF VICE CHANCELLOR	R	06.09.17	ANKIT/SO/ARF/FO	11.09.17	
42		PURCHASE OF LAPTOP FOR SC/ST COCHING CENTRE	VC	06.09.17	FO/ARF/SOI	11.09.17	

43	6203R	NEW BANK A/C OPENING FILE (VISHAKHA BOYS HOSTEL BLOK B	KBH	06.09.17	ARF/SOII/ ldc	11.09.17	
44		ANNUAL REPORT 2015-16 VOL-11	SC-ST	06.09.17	ARF/SOI/ sa/FO/RS O	11.09.17	
45	6022r	PURCHASE OF CARTRIDGE	DCS	06.09.17	FO/ARF/S OI/CASHI ER	11.09.17	disposed off
46		IMPREST MONEY FOR DES	DES	06.09.17	ANKIT/so /arf	11.09.17	
47		ADJUSTMENT OF DEBIT CARD FOR ABH	ABH	06.09.17	ANKIT/so i/arf	11.09.17	
48	10578R	IMPREST MONEY FOR REGISTRAR OFFICE	R	07.09.17	ANKIT/so /arf	11.09.17	
49	10924R	T/C PF OF DR SUTANU MAJI LTC	R	07.09.17	ANKIT/so /arf	11.09.17	
50		PAYMENT MODE THROUGH PREPAID CARD A/C	VC	07.09.17	ARF/so/c ashier	11.09.17	disposed off
51	10240R	PF OF SMT MIONAKSHI KHARE AR	R	07.09.17	FO/arf	11.09.17	
52		JRF SALARY FILE DR VENKATESH KUMAR R	VC	07.09.17	ARF/SOI/ cashier	11.09.17	disposed off
53	10638R	JRF RECRUIT MENT COMMITTEE HCMV DR G SUNIL BABU, DR SANGEETA SAXENA	DBT	07.09.17	SA/SO/A RF	11.09.17	
54	10849R	DST-INSPIRE FELLOWSHIP MR.PRANESH KUMAR UNDER DR SUDIPTA SAHA	vc	08.09.17	arf/SOII/c ashier	11.09.17	disposed off
55	10819R	INTERVIEW FOR GUEST FACULTY	VC	08.09.17	FO/vc	11.09.17	
56		SERB GRANT: BUDGET ALLOCATION DR JAWAHAR LAL	VC	08.09.17	ARF/soi/ dr jawahar lal	11.09.17	

57		BREAK DOWN ELECTRICAL FAULT URGENT REPAIRING	VC	08.09.17	ARF/SOI/ cashier	11.09.17	disposed off
58	3579R	हिन्दी पखवारा	हि0प्र0	08.09.17	LDC/SO/ ARF	11.09.17	
59		REMUNERATION BILL FOR ESE DEC-2016	COE	08.09.17	ARF/soii/ arf	11.09.17	
60		ALLOTMENT OF AUDITORIUM	VC	08.09.17	FO/proct or ram chandra	11.09.17	
61		imprest money for daps	daps	11.09.17	ankit	11.09.17	
62	9318R	DR. MADHUKAR SAXENA-FELLOWSHIP GRANT	dbt	11.09.17	sa	11.09.17	
63		booking of guest house and ses auditorium conference on green	by hand pradeep	11.09.17	soi	11.09.17	
64		SANCTION FOR NEWSPAPERS	DMCJ	11.09.17	ldc	11.09.17	
65		NEWSPEAPER PAYMENT REGARDING	DPR	11.09.17	ldc	11.09.17	
66		sports budget	sport	11.09.17	fo	11.09.17	
67	3675R	GUNNER FOR HON'BLE VC	security	11.09.17	fo	11.09.17	
68		printer kry hetu regarding	store	11.09.17	sa	11.09.17	
69		REQUIREMENT OF COMPUTERS	store	11.09.17	sa	11.09.17	
70	3484R	Diesel for tractor	ee	11.09.17	fo	11.09.17	
71	10088R	MESS COMPLAINT LETTER SGH	R	11.09.17	FO	11.09.17	
72		PROF RAM CHANDRA ENTRANCE EXAM PAYMENT REGARDING	SES	11.09.17	SOII	11.09.17	
73	8376R	T/C PAYMENT OF ENGAGEMENT OF DRIVER (ON CONTRACT) FOR VC'S + 3566R	vc	11.09.17	fo	11.09.17	