

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/S OII	12.09.17	
2	9789R	GRANT IN AID FUND ALLOCATION FOR RCP	RCP	09.06.17	FO/ARF/S OI/SA/SO/ ARF/FO/C ORD RCP	12.09.17	
3	4544R	PAYMENT OF LEGAL FEE MS. APRAJITA BANSAL	LEGAL	17.07.17	SA/ARF/S OII/ARF/F O/ARF/SO II/SA/ARF/ SOII/CASH IER	12.09.17	
4	4188R	PROVIDING AND FIXING OF PROJECT SHEET OF DINING HALL OF GUEST HOUSE	EE	19.07.17	SA/ARF/F O/arf/soi/ cashier	12.09.17	DISPOSED OFF
5		HONORARIUM TO RCP COORDINATOR	RCP	19.07.17	ARF/FO/c ord rcp	12.09.17	
6	10400R	T/C PF OF MS. SUNITA PAL (STA)	R	20.07.17	FO/ARF/S OII/ANKIT /soii/arf/F O	12.09.17	
7		HONORARIUM FOR RESOURCE PERSON OF RCA	VC	20.07.17	FO/ARF/S OII/ASSTT /LDC/SOI/ ARF/SOII	12.09.17	DISCUSSION

8	7972R	HIGH MAST MAINTENANCE BBAU SATELLITE CAMPUS AMETHI	EE	31.07.17	FO/arf/soi /SA/ARF/FO	12.09.17	
9	8191R	BARDED WIRE FENCING ON ANGLE IRON POST FOR BOTANICAL GARDEN	EE	03.08.17	SA/SO/AR F/FO/ARF	12.09.17	DISCUSSION
10	9320R	DR.MADHURKAR SAXSENA (DST-NPDF) RESEARCH GRANT	DBT	11.08.17	SA/SO/AR F/FO/vc	12.09.17	
11		FILE FOR MILK VC OFFICE	VC	22.08.17	FO/arf/SO II	12.09.17	
12	3806r	computer coaching programme	rcp	24.08.17	LDC/ARF/ FO/CORD RCP	12.09.17	
13	10883R	PURCHASE OF PLASTIC WARES & GLASS WARES (CONSUMBLES-2) IDENTIFICATION AND FUNCTIONAL ANALYSIS OF ANTIAPOPTOTIC HCMV DR G SUNIL BABU AND DR SANGEETA SAXENA	R	29.08.17	SA/SO/AR F/SOI/SA/ SOI/ARF	12.09.17	
14	10884R	PURCHASE OF CHEMICALS (CONSUMBLES-1) IDENTIFICATION AND FUNCTIONAL ANALYSIS OF ANTIAPOPTOTIC HCMV DR G SUNIL BABU AND DR SANGEETA SAXENA	R	29.08.17	SA/SOI/AR F/FO/vc	12.09.17	
15	5879R	PURCHASE OF UPS	STORE	04.09.17	ARF/SOI/S A/SO/ARF /FO	12.09.17	
16	4647R	STAFF SALARY FILE FOR CPR	DST-CPR	04.09.17	SA/SOI/AR F	12.09.17	
17		PAYMENT TO FIELD INVESTIGATORS BBAU DR SHASHIKANT PANDAY	DPS	05.09.17	SA/so/arf/ FO	12.09.17	
18		CONSTRUTION OF BODHI PARK	EE	05.09.17	ARF/SOI/S A/SOI/ARF /FO	12.09.17	

19	5173R	DEM-FIST + 9419R	DEM	05.09.17	SA/SO/AR F/FO	12.09.17	
20		ICC AT 112 ADVANCE ADJUSTMENT	RTI	05.09.17	LDC/SO/A RF/FO	12.09.17	
21	3346R	PURCHASE OF BUSH CUTTER	EE	05.09.17	SA/so/arf/ FO/VC	12.09.17	EE BY HAND
22	3837R	Advance for university functions	GBS	05.09.17	LDC/so/ar f/FO	12.09.17	
23		REPAIRING OF PROJECTOR AND LAPTOP BATTERY	STORE	06.09.17	LDC/SOI/A RF/FO	12.09.17	
24		ADVANCE FOR INTERNET CONNECTION TYPE C/HOSTELS /RESIDENCE	CC	06.09.17	LDC/FO/S OII/CASHI ER	12.09.17	disposed off
25		IMPREST MONEY FOR DES	DES	06.09.17	ANKIT/so/ arf/FO	12.09.17	
26		ADJUSTMENT OF DEBIT CARD FOR ABH	ABH	06.09.17	ANKIT/soi /arf/FO	12.09.17	
27	10578R	IMPREST MONEY FOR REGISTRAR OFFICE	R	07.09.17	ANKIT/so/ arf/FO	12.09.17	
28	10924R	T/C PF OF DR SUTANU MAJI LTC	R	07.09.17	ANKIT/so/ arf/FO	12.09.17	
29		HONORARIUM DR NEHA ANAND STUDENT COUNSELING CENTRE	DSW	07.09.17	FO/vc	12.09.17	
30	10240R	PF OF SMT MIONAKSHI KHARE AR	R	07.09.17	FO/arf/SO II	12.09.17	
31	10638R	JRF RECRUIT MENT COMMITTEE HCMV DR G SUNIL BABU, DR SANGEETA SAXENA	DBT	07.09.17	SA/SO/AR F/FO	12.09.17	
32	3579R	हिन्दी पखवारा	हि०प्र०	08.09.17	LDC/SO/A RF/FO/AR F	12.09.17	
33		D D RELATED TO 6TH CONVOCATION JAN 2016	COE	08.09.17	FO/arf	12.09.17	

34	9196R	PG DISSERTATION SEMESTER-IV	R	08.09.17	ANKIT/SO /ARF/FO/ ARF/SOII/ CASHIER	12.09.17	
35		REMUNERATION BILL FOR ESE DEC-2016	COE	08.09.17	ARF/soii/a rf/FO	12.09.17	
36		booking of guest house and ses auditorium conference on green	by hand pradeep	11.09.17	soii/cashi er	12.09.17	
37	10088R	MESS COMPLAINT LETTER SGH	R	11.09.17	FO/by hand	12.09.17	vc office
38	10819R	INTERVIEW FOR GUEST FACULTY	VC	12.09.17	FO/ARF/S OII/CASHI ER	12.09.17	