

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remark
		adjustment of file of due amount (7500/-) dr.D.K.YADAV.	DE	09.05.17	FO/ARF/S OII/LDC	13.09.17	
	3224R	T/C FILE OF CANTEEN CONTRACT (VOL-V)	VC	31.05.17	FO/VC	13.09.17	
		HONORARIUM FOR RESOURCE PERSON OF RCA	VC	20.07.17	FO/ARF/S OII/ASST T/LDC/SO I/ARF/SOI I/ARF/FO	13.09.17	
	10203R	PRINTING/SUPPLY OF EXAM STATIONARY	R	20.07.17	ARF/SOF/ LDC/SO/ ARF/FO/ VC	13.09.17	
	3613R	SCANNING ELECTRON MICROSCOPE SERVICE	USIC	18.08.17	FO/ARF/S OI/SA/SO I/ARF	13.09.17	
		FILE FOR MILK VC OFFICE	VC	22.08.17	FO/arf/S OII/CASH IER	13.09.17	disposed off
		AMC OF DG SETS PART-III	EE	22.08.17	SOI/SA/S OI/ARF/F O/SA/SO /ARF	13.09.17	
		STEEL FABRIC FENCING AT SPORTS GROUND	EE	22.08.17	ARF/SOI/ ARF	13.09.17	
	8084R	UGC START-UP GRANT CONTINGENCY FUND DR RAHUL VARSHNEY	DAPS	28.08.17	SA/ARF/F O/VC	13.09.17	
	7971R	VICTORIA LED LIGHTING	VC	28.08.17	FO/SOI	13.09.17	

	3888R	Maintenace of SES building	EE	29.08.17	SA/ARF/FO/ARF	13.09.17	
	8265R	FURTHER BEAUTIFICATION OF RCA BOYS HOSTEL	RCA	01.09.17	FO/ARF/SOI/sa/SO/ARF	13.09.17	
	9674R	ICSSR PROJ- DR SURENDER MEHER FIELD WORK	DE	04.09.17	SA/SO/ARF	13.09.17	
		CONSTRUTION OF BODHI PARK	EE	05.09.17	ARF/SOI/SA/SOI/ARF/FO/VC	13.09.17	
		ADVANCE FOR ADMISSION COUNSELLING -2017-18	SES	05.09.17	LDC/SO/ARF	13.09.17	
	4611R	MEDICAL REIMBURSEMENT OF VICE CHANCELLOR	R	06.09.17	ANKIT/SO/ARF/FO/CMO	13.09.17	
		PURCHASE OF LAPTOP FOR SC/ST COCHING CENTRE	VC	06.09.17	FO/ARF/SOI/ARF	13.09.17	
	4114R	PAYMENT OF BONUS & DAILY FOR THE YEAR 2004-05	R	07.09.17	FO/ARF	13.09.17	
		UGC-BSR GRANT DR JAWAHAR LAL HEAD: CONSUMABLES	DAC	07.09.17	SA/SO/ARF	13.09.17	
	8865R	PAYMENT OF LEGAL FEE OF SENIOR ADVOCATE	VC	08.09.17	FO/ARF	13.09.17	
		FULL TIME RESEARCH STAFF, PART TIME ASSISTANCE/HIRING CHARGES ICSSR RESEARCH PROJECT (PROF S NAYAK)	DE	08.09.17	SA/SOI/ARF	13.09.17	
	9443R	ICSSR PROJ- DR SURENDER MEHER CONTINGENCY GRANT	DE	08.09.17	SA/SO/ARF	13.09.17	
	9318R	DR. MADHUKAR SAXENA-FELLOWSHIP GRANT	dbt	11.09.17	sa/SO/ARF	13.09.17	
		sports budget	sport	11.09.17	fo/ARF	13.09.17	

	3675R	GUNNER FOR HON'BLE VC	security	11.09.17	fo/VC	13.09.17	
		printer kry hetu regarding	store	11.09.17	sa/SOI/ARF	13.09.17	
		REQUIREMENT OF COMPUTERS	store	11.09.17	sa/SOI/ARF	13.09.17	
	3484R	Diesel for tractor	ee	11.09.17	fo/ARF	13.09.17	
	10088R	MESS COMPLAINT LETTER SGH	R	11.09.17	FO/SGH	13.09.17	
	8376R	T/C PAYMENT OF ENGAGEMENT OF DRIVER (ON CONTRACT) FOR VC'S + 3566R	vc	11.09.17	fo/ARF	13.09.17	
		PROPOSAL FOR UV TUBE LIGHT & SOLAR MITER PROF D P SINGH	STR	13.09.17	VC	13.09.17	
		T/C MONITORING AND INVESTMENT OF FUND	VC	13.09.17	FO/	13.09.17	
	3858R	FILE FOR PAYMENT OF REMUNERATION BILLS OF DISSERTATION FOR THE IV SEMESTER EXTERNAL EXAMINERS IN THE	VC	13.09.17	ARF	13.09.17	
	5284R	PAINTING OF FENCING OF EXAMINATION HALL	EE	13.09.17	FO	13.09.17	
	3067R	M.S. Railing from Gate no.1 to Gate no.3	EE	13.09.17	SA	13.09.17	
	9763R	CHEMICAL & GLASSWARE FILE DST-SERB PROJ	DAAS	13.09.17	FO	13.09.17	
	915F	IMPREST MONEY FOR DPS	DPS	13.09.17	ANKIT	13.09.17	
	6919R	PURCHASING OF FYM	GBS	13.09.17	FO	13.09.17	
	7049R	AMAR JYOTI DAS (RESEARCH SCHOLAR)	DEM	13.09.17	ANKIT	13.09.17	
		SERB-DST PROJECT (EQUIPMENT) DR JIWAN SINGH	DES	13.09.17	SA	13.09.17	
	4544R	PAYMENT OF LEGAL FEE MS. APRAJITA BANSAL	LEGAL	13.09.17	FO	13.09.17	
		DR OMESH BAJPAI, DR VENKATESH DUTTA FOR FELLOWSHIP	DES	13.09.17	SA	13.09.17	
	9282R	SERB-N-PDF DR. ASHISH KUMAR MISHRA	R	13.09.17	SA	13.09.17	
		DETAILS OF FEE REFUND FOR CANCELLED COURSE ENTRANCE EXAMINATION -2017	DIT	13.09.17	FO	13.09.17	
		PURCHASE OF COMPUTER SYSTEM FOR RECEPTION COUNTER	STR	13.09.17	FO/SO/SA	13.09.17	

	10772R	PROJECT ASSISTANT MOHD ADIL SIDDIQUE	DES	13.09.17	SA	13.09.17	
		PROJECT FELLOWSHIP OF DR.ANAND PRATP SINGH ICSSR	DPS	13.09.17	SA/SO/ARF	13.09.17	
	9229R	ELECTRICAL MATERIAL FILE OF RCA		13.09.17	ARF	13.09.17	
		URGENT REQUIREMENT OF CHEMICALS & GLASSWARE & PLASTICWARE-2017	DAC	13.09.17	SA	13.09.17	
		ANNUAL REPORT 2015-16 VOL-II	STR	13.09.17	FO	13.09.17	
		REQUIREMENTS OF SWITCHES,SMPS,HARD DISK, RAM CAT- CABLE, RJ-45 CONNECTORS KEYBOARD MOUSE ETC FOR UNIVERSITY AND COMPUTER CENTRE	STR	13.09.17	SA	13.09.17	
	10625R	TECHNICAL COMMITTEE FOR THE PURCHASE OF EQUIPMENTS HCMV DR G SUNIL BABU AND DR SANGEETA SAXENA	STR	13.09.17	FO	13.09.17	
		PURCHASE OF COLOR PRINTER FOR FINANCE OFFICER	STR	13.09.17	SA	13.09.17	
	10895R	ADVANCE ADJUSTMENT FOR 62ND ACADEMIC COUNCIL & MEETING	R	13.09.17	ARF	13.09.17	
	10957R	UTILIZATION CERTIFICATE PROF SHUBHINI A SARAF	R	13.09.17	ANKIT	13.09.17	
	10413R	T/C PF OF DR DEVESH KUMAR LTC	R	13.09.17	FO	13.09.17	
	10962R	PAYMENT FOR DISSERTATION OF ONE YEAR LLM II	R	13.09.17	ARF	13.09.17	
	6992R	MEDICAL REIMBURESEMENT FILE (RETIRED EMPLOYEES) PART I	R	13.09.17	ANKIT	13.09.17	
	10936R	REQUIREMENT OF ASSISTANT CUM ATTENDANT FOR THE OFFICE OF DEAN ACADEMIC AFFAIRES	R	13.09.17	ARF	13.09.17	
	9068R	PAY FIXATION OF TEACHERS UNDER CAS VENKATESH DUTTA		13.09.17	FO	13.09.17	
		UTILIZATION CERTIFICATE FOR XIII PLAN UP TO 30-06- 17	FINANCE	13.09.17	ARF	13.09.17	