

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remark
1	10650R	PF OF SHRI SAHEB SHARAN	R	20.07.17	ARF/SOI/ LDC/SO/ ARF/FO/ VC	14.09.17	
2	8191R	BARDED WIRE FENCING ON ANGLE IRON POST FOR BOTANICAL GARDEN	EE	03.08.17	SA/SO/A RF/FO/A RF/SOI/C ASHIER	14.09.17	
3	1999F	PURCHASE OF FIBRE SWITCHES	CC	11.08.17	FO/vc	14.09.17	
4	3613R	SCANNING ELECTRON MICROSCOPE SERVICE	USIC	18.08.17	FO/ARF/S OI/SA/SO I/ARF/FO	14.09.17	
5	4082R	CHILDREN EDUCATION -3	R	22.08.17	SA/ARF/F O/R	14.09.17	
6		AMC OF DG SETS PART-III	EE	22.08.17	SOI/SA/S OI/ARF/F O/SA/SO /ARF/FO	14.09.17	
7		STEEL FABRIC FENCING AT SPORTS GROUND	EE	22.08.17	ARF/SOI/ ARF/FO/	14.09.17	
8		ugc-bsr gant head: travel dr jawahar lal	dac	28.08.17	sa/soi/arf /FO	14.09.17	
9	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/A RF/SOI/S A/SOI/AR F/FO	14.09.17	

10		IMPREST MONEY FOR DIT	DIT	31.08.17	ASSISTANT/ARF/FO/ARF	14.09.17	
11	8265R	FURTHER BEAUTIFICATION OF RCA BOYS HOSTEL	RCA	01.09.17	FO/ARF/SOI/sa/SO/ARF/FO	14.09.17	
12	4647R	STAFF SALARY FILE FOR CPR/DES	DST-CPR	04.09.17	SA/SOI/ARF/FO	14.09.17	
13	9674R	ICSSR PROJ- DR SURENDER MEHER FIELD WORK	DE	04.09.17	SA/SO/ARF/FO	14.09.17	
14	4452R	CARTRIDGE/TONER	DEM	04.09.17	FO/ARF/SOI/cashier/HEAD DEM	14.09.17	disposed off
15		GUEST FACULTY PAYMENT FILE DR. SURINDER KUMAR	das	05.09.17	ldc/so/ar f/HOD-DAS	14.09.17	
16		ADVANCE FOR ADMISSION COUNSELLING -2017-18	SES	05.09.17	LDC/SO/ARF/FO	14.09.17	
17		PURCHASE OF CARTRIDGE FOR DEAN SES OFFICE	SES	06.09.17	ARF/SOI/sa/so/ar f/FO	14.09.17	
18		PURCHASE OF LAPTOP FOR SC/ST COCHING CENTRE	VC	06.09.17	FO/ARF/SOI/ARF/FO	14.09.17	
19	4114R	PAYMENT OF BONUS & DAILY FOR THE YEAR 2004-05	R	07.09.17	FO/ARF/FO	14.09.17	
20		UGC-BSR GRANT DR JAWAHAR LAL HEAD: CONSUMABLES	DAC	07.09.17	SA/SO/ARF/FO	14.09.17	

21	10240R	PF OF SMT MINAKSHI KHARE AR	R	07.09.17	FO/arf/S OII/fo	14.09.17	
22		DD RELATED TO 6TH CONVOCATION JAN-2016	COE	07.09.17	FO/SO/C ASHIER	14.09.17	disposed off
23	8865R	PAYMENT OF LEGAL FEE OF SENIOR ADVOCATE	VC	08.09.17	FO/ARF/S OII/SA	14.09.17	
24		FULL TIME RESEARCH STAFF, PART TIME ASSISTANCE/HIRING CHARGES ICSSR RESEARCH PROJECT (PROF S NAYAK)	DE	08.09.17	SA/SOI/A RF/FO	14.09.17	
25	9443R	ICSSR PROJ- DR SURENDER MEHER CONTINGENCY GRANT	DE	08.09.17	SA/SO/A RF/FO	14.09.17	
26	9318R	DR. MADHUKAR SAXENA-FELLOWSHIP GRANT	dbt	11.09.17	sa/SO/AR F/FO	14.09.17	
27		SANCTION FOR NEWSPAPERS	DMCJ	11.09.17	ldc/SO/A RF/FO	14.09.17	
28		NEWSPEAPER PAYMENT REGARDING	DPR	11.09.17	ldc/SO/A RF/FO	14.09.17	
29		sports budget	sport	11.09.17	fo/ARF/S OI	14.09.17	
30		printer kry hetu regarding	store	11.09.17	sa/SOI/A RF/SO	14.09.17	DISCUSSION
31		REQUIREMENT OF COMPUTERS	store	11.09.17	sa/SOI/A RF/FO	14.09.17	
32	3484R	Diesel for tractor	ee	11.09.17	fo/ARF/S OII/ANKI T	14.09.17	
33	9470R	REQUIREMENT OF CHEMICALS	VC	11.09.17	ARF/SOI/ CASHIER	14.09.17	disposed off

34		PURCHASE OF DUSTBIN SANITATION SECTION	VC	12.09.17	ARF/SOI/ AR(S&P)	14.09.17	
35	7209R	REFUND OF DEBUCTION OF SALARY ARREAR(CAS) OF PROF.N.M.P.VERMA &OTHERS TEACHING STAFF	FO	12.09.17	ARF/SOI	14.09.17	
36	3858R	FILE FOR PAYMENT OF REMUNERATION BILLS OF DISSERTATION FOR THE IV SEMESTER EXTERNAL EXAMINERS IN THE	VC	13.09.17	ARF/SOII/ CASHIER	14.09.17	DISPOSED OFF
37		SERB-DST PROJECT (EQUIPMENT) DR JIWAN SINGH	DES	13.09.17	SA/SO/A RF	14.09.17	
38		DR OMESH BAJPAI, DR VENKATESH DUTTA FOR FELLOWSHIP	DES	13.09.17	SA/SO/A RF	14.09.17	
39	9282R	SERB-N-PDF DR. ASHISH KUMAR MISHRA	R	13.09.17	SA/SO/A RF	14.09.17	
40	10772R	PROJECT ASSISTANT MOHD ADIL SIDDIQUE	DES	13.09.17	SA/SO/A RF	14.09.17	
41		PROJECT FELLOWSHIP OF DR.ANAND PRATP SINGH ICSSR	DPS	13.09.17	SA/SO/A RF/FO	14.09.17	
42	9229R	ELECTRICAL MATERIAL FILE OF RCA		13.09.17	ARF/SOI/ SA	14.09.17	
43		PURCHASE OF COLOR PRINTER FOR FINANCE OFFICER	STR	13.09.17	SA/SO/A RF	14.09.17	
44	10962R	PAYMENT FOR DISSERTATION OF ONE YEAR LLM II	R	13.09.17	ARF/SOI/ ANKIT	14.09.17	
45	6992R	MEDICAL REIMBURESEMENT FILE (RETIRED EMPLOYEES) PART I	R	13.09.17	ANKIT/S O/ARF	14.09.17	
46	10936R	REQUIREMENT OF ASSISTANT CUM ATTENDANT FOR THE OFFICE OF DEAN ACADEMIC AFFAIRES	R	13.09.17	ARF/SOI/ FO/DR RP SINGH	14.09.17	

47		UTILIZATION CERTIFICATE FOR XIII PLAN UP TO 30-06-17	FINANCE	13.09.17	ARF/fo/v c	14.09.17	
48		reply of draft para	usic	14.09.17	arf/SOI/F O/DR BC YADAV	14.09.17	
49		DR. NEELAM (MO) CONTRACT SATELLITE CAMPUS	vc	14.09.17	arf/FO	14.09.17	
50		RCA STUDENTS FELLOWSHIP	RCA	14.09.17	ANKIT	14.09.17	
51	9232R	ICSSR PROJECT DR. SURENDRA MEHER	DE	14.09.17	SA	14.09.17	
52		REMEDICAL COACHING PROGRAMME BBAU	RCP	14.09.17	ARF	14.09.17	
53		CONSTRUTION OF BODHI PARK	VC	14.09.17	FO	14.09.17	DISCUSSION
54	8084R	UGC START-UP GRANT CONTINGENCY FUND DR RAHUL VARSHNEY	VC	14.09.17	ARF	14.09.17	
55	3675R	GUNNER FOR HON'BLE VC	VC	14.09.17	ARF	14.09.17	
56	3224R	T/C FILE OF CANTEEN CONTRACT (VOL-V)	VC	14.09.17	ARF	14.09.17	
57		DD REGARDING FILE	COE	14.09.17	FO	14.09.17	
58	10456R	PROF. SANJAY KUMAR ACADEMIC ACTIVITIES	VC	14.09.17	FO	14.09.17	
59		PROPOSAL FOR UV TUBE LIGHT & SOLAR MITER PROF D P SINGH	VC	14.09.17	ARF	14.09.17	
60		HONORARIUM DR NEHA ANAND STUDENT COUNSELING CENTRE	VC	14.09.17	FO	14.09.17	
61	9320R	DR.MADHURKAR SAXSENA (DST-NPDF) RESEARCH GRANT	VC	14.09.17	ARF	14.09.17	
62	10884R	PURCHASE OF CHEMICALS (CONSUMBLES-1) IDENTIFICATION AND FUNCTIONAL ANALYSIS OF ANTI APOPTOTIC HCMV DR G SUNIL BABU AND DR SANGEETA SAXENA	VC	14.09.17	ARF	14.09.17	
63		CASH ADVANCE AE(E)	AE(E)	14.09.17	ARF	14.09.17	
64		IMPREST MONEY FOR MEDIA CENTRE	MEDIA	14.09.17	ANKIT	14.09.17	