

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Sent Date	Remark
1	3855R	IMPREST MONEY	UIET	21.07.17	FO/KAM AN SINGH	15.09.17	
2	3022R	INTERNATIONAL JOURNAL OF SCIENCE TECHNOLOGY AND SOCIETY PROF RANA PRATAP SINGH	VC	18.08.17	FO/prof rp singh	15.09.17	
3	6027R	Dr. Rima kumari DST-start up YS CONTINGENCY	DES	06.09.17	SA/SO/ARF	15.09.17	
4	10924R	T/C PF OF DR SUTANU MAJI LTC	R	07.09.17	ANKIT/so /arf/FO/VC	15.09.17	
5	3484R	Diesel for tractor	ee	11.09.17	fo/ARF/SOII/ANKIT/SOII/CASHIER	15.09.17	disposed off
6	8376R	T/C PAYMENT OF ENGAGEMENT OF DRIVER (ON CONTRACT) FOR VC'S + 3566R	vc	11.09.17	fo/ARF/FO/R	15.09.17	BY HAND RAJU
7	3067R	M.S. Railing from Gate no.1 to Gate no.3	EE	13.09.17	SA/SO/ARF	15.09.17	
8	9763R	CHEMICAL & GLASSWARE FILE DST-SERB PROJ	DAAS	13.09.17	FO/AR(S &P)	15.09.17	
9		PURCHASE OF COMPUTER SYSTEM FOR RECEPTION COUNTER	STR	13.09.17	FO/SO/SA/SO/ARF	15.09.17	
10		URGENT REQUIREMENT OF CHEMICALS & GLASSWARE & PLASTICWARE-2017	DAC	13.09.17	SA/SO/ARF/soi	15.09.17	by hand
11		REQUIREMENTS OF SWITCHES,SMPS,HARD DISK, RAM CABLE, RJ-45 CONNECTORS KEYBOARD MOUSE ETC FOR UNIVERSITY AND COMPUTER CENTRE	STR	13.09.17	SA/SO/ARF	15.09.17	

12	10895R	ADVANCE ADJUSTMENT FOR 62ND ACADEMIC COUNCIL & MEETING	R	13.09.17	ARF/SOI/LDC	15.09.17	
13	9232R	ICSSR PROJECT DR. SURENDRA MEHER	DE	14.09.17	SA/SO/ARF	15.09.17	
14		DD REGARDING FILE	COE	14.09.17	FO/COE	15.09.17	
15	8294R	CONTRACTUAL FACULTIES PAYMENT +9849r	fo	15.09.17	arf	15.09.17	
16	10971r	details of university regular staff and manpower	r	15.09.17	fo	15.09.17	
17		UGC NON NET FELLOWSHIP FINANCE	finance	15.09.17	so/arf/fo	15.09.17	
18	10975r	audit para no.13.7 of c&ag report mhrd letter no 3818/2017/cu.c dated 14.09.17	vc	15.09.17	fo	15.09.17	
19	4109R	SERVICING OF M F TRACTOR UP 32 C2 1945	GBS	15.09.17	FO/VC	15.09.17	
20	6494R	Payment of legal fee Rajan mishra,S.M singh	R	15.09.17	SA	15.09.17	
21	10203R	PRINTING/SUPPLY OF EXAM STATIONARY	VC	15.09.17	ARF	15.09.17	
22		UTILISATION CERTIFICATE FOR XII PLAN	VC	15.09.17	FO	15.09.17	
23	8874R	PROGRESS REPORT AND UTILIZATION CS DR SHIV SHANKAR +6781R+6639R	DES	15.09.17	SA	15.09.17	
24	25/BBAU/16	SECURITY NEW AGENCY CM/S RAKESH TRIPATHI SECURITY AGENCY	SECURITY	15.09.17	FO	15.09.17	
25		HONORARIUM ENTRANCE TEST 2017 PROF SUDARSHAN VERMA	LAW	15.09.17	LDC	15.09.17	
26		EXTENSION OF THE TENURE OF DR. RAKESH PRADHAN CMO	VC	15.09.17	FO	15.09.17	
27	3118R	DR GAURAV KAITHWAS PRINCIPAL INVESTIGATOR	DPHS	15.09.17	SA	15.09.17	
28	3519R	JRF-DST -DR. GAURAV KAITHWAS	DPHS	15.09.17	SA	15.09.17	
29	7235R	ASHOK PURUSH CHATRAVASH.....	EE	15.09.17	SOI/CASHIER	15.09.17	disposed off
30	10819R	INTERVIEW FOR GUEST FACULTY	UIET	15.09.17	FO/UIET	15.09.17	