

S.No	File.No	Subject	From whom Received	Received Date	Sent to	Date	REMARKS
1	6791R	P.F.OF PROF SARTIK BAGH.	ESTT	08.08.16	FO/ARF/SO/STENO/ARF/FO/ARF/SOII/fo/ARF/SOII	20.09.18	II
2		REMUNERATION/HONORARIUM FOR ONLINE ENTRANCE EX 2016, PROF. VIPIN SAXENA	VC	17.02.17	FO/ARF/SOII	20.09.18	II
3	9581R	MAINTENANCE OF ABH	R	29.06.18	SA/ARF/FO/IAO/FO/ARF/SOI/SA/FO	20.09.18	DISCUSSION/SOI
4	1816F/12884r	PAYMENT OF TA BILL OF VC SIR PART-II	VC	10.07.18	UDC/FO/arf/soii/UDC/ARF/FO	20.09.18	
5	8242r	APPLICATION OF PROF RP SINGH FOR APPROVAL FOR MAJOR SURGERY	R	16.07.18	FO/ARF/SOII/ANKIT/ARF/FO/R	20.09.18	
6	12369R	AMC OF WATER COOLERS AND WATER PURIFIERS	R	16.07.18	SA/ARF/FO/IAO/FO/IAO/FO/EE	20.09.18	
7	12591R	TA BILL FOR REIMBUSEMENT (BOARD MEETING) MR. NKS MORE	R	23.07.18	UDC/ARF/FO/IAO/FO/ARF/FO/arf/soii/UDC/arf/CASHIER	20.09.18	disposed off
8	12153r	CONSTRUCTION WORK FOR PROTECTION OF R. AMBEDKAR STATUE	EE	27.07.18	SA/ARF/FO/IAO/FO/ARF/SOI/SA/ARF/SOI	20.09.18	
9	12641R	AC FOR COMMITTEE ROOM	VC	27.07.18	FO/IAO/FO/DR(S&P)/SA	20.09.18	
10	12728R	SINGNAGE BOARD IN THE UNIVERSITY CAMPUS	R	13.08.18	FO/ARF/SOI/SA/ARF/FO/ARF/SOI/SA/FO	20.09.18	DISCUSSION
11	6630R	FOR FEES REFUND TO TOPPERS + 9601R	R	14.08.18	FO/ARF/FO/ARF/SOII/ARF/FO	20.09.18	

12	5974R	FUND UTILISATION CERTIFICATE & AUDIT DST CENTRE FOR POLICY RESEARCH	DES	21.08.18	SA/ARF/FO/SOI/F O/COR-DST-CPR	20.09.18	
13	12555R	KJELDAHL UNIT FOR DES	DES	29.08.18	FO/ARF/SOI/SA/ SOI/ARF/FO/IAO/ FO/HOD-DES	20.09.18	
14		LIST OF ITEMS TO BE PURCHASED OUT OF THE SNT. GRANT RS.3,00,000/-	DEAN	30.08.18	FO/ARF/SOI/SA/A RF/FO/ARF/SOI/S A/ARF/FO/	20.09.18	
15	12711R	APPROVAL FOR PURCHASE OF NEW COMPUTER FOR LAB DLIS BBAU/2017	VC	04.09.18	FO/ARF/SOI/SA/A RF/SOI/SA/ARF/V C	20.09.18	
16	12457R	ICSSR RESEARCH PROJECT DR. MAHENDRA KUMAR PADHY	DMCJ	04.09.18	FO/ARF/SOI/SA/A RF/FO/PI	20.09.18	
17	12850R	MANVADHEKAR VIBHAG KE LLM FOURTH SEMESTER KE SECHEDK SESSION 2016-18 KE STUDENTS KE SODH PATR PAYMENT KE SAMBAND ME	DHR	04.09.18	ANKIT/ARF/VC	20.09.18	
18	12621R	ADJUNCT FACULTY APPOINT	VC	04.09.18	FO/ARF/SOF/ UDC/ARF/FO	20.09.18	
19	3532R	ADVANCE/ADJUSTMENT FOR SC/ST CELL	IAO	06.09.2018	FO/ARF/SOII/UDC /ARF/FO/ARF/SOII /CASHIER	20.09.18	disposed off
20		MAINTENANCE OF LAB & STORE	HOD	06.09.2018	FO/arf/soi/UDC/A RF/SOI	20.09.18	DISCUSSION
21	12210r	automatic power factor correction (apfc) pands works.	vc	10.09.18	fo/ARF/SOI/SA/FO	20.09.18	DISCUSSION
22		fee refund online entrance 2017	dit	10.09.18	fo/arf/soii/ANKIT/ ARF/FO/ARF/SOII	20.09.18	
23		IMPREST MONEY FOR HISTORY	IAO	10.09.18	FO/ARF/SOII/ARF/ FO/ARF	20.09.18	

24	6927R	IMPREST MONEY FOR SPORTS SECTION	SS	10.09.18	ANKIT/ARF/fo/ARF/SOII/CASHIER	20.09.18	disposed off
25	12891R	REQUIREMENT OF INSTRUMENTS VOLUME-II	OSD	10.09.18	ARF/SOI/SA/ARF/FO/IAO	20.09.18	
26	9499R	SHIFTING OF ELECTRICAL SUPPLY SYSTEM FOR AMETHI CAMPUS	IAO	10.09.18	FO/ARF/soi/SA/FO	20.09.18	DISCUSSION
27	12154R	MAINTENANCE OF TYPE-C QUARTERS	R	10.09.18	FO/ARF/SOI/SA/FO	20.09.18	DISCUSSION
28	8694R	ELECTRICAL MAINTENANCE WORK OF HOSTELS	EE	11.09.18	ARF/FO/EE/ARF/SOI/SA	20.09.18	
29		REQUEST FOR ADVANCE DBT PROJECT PROF. RAM CHANDRA CONTINGENCY HEAD, DB-PROJECT + DBT PROJECT CONTINGENCY	PROCTOR	11.09.18	FO/IAO/FO/VC	20.09.18	
30		SERB N-PDF DR. OMESH BAJPAI C/O VENKATESH DUTTA FOR ADVANCE (TOUR ETC)	DES	11.09.18	SA/ARF/FO/IAO	20.09.18	
31	12546R	REQUISITION OF INFRASTRUCTURE FOR DEPARTMENT OF PUBLIC AD.	IAO	11.09.18	FO/ARF/SOI/SA/FO	20.09.18	DISCUSSION
32	4117R	Payment of Vc's Mobile bill	R	11.09.18	FO/ARF/SOII/UDC/ARF/FO/ARF/SOII/CASHIER	20.09.18	disposed off
33	8236R	VC MOBILE BILL PAYMENT	R	11.09.18	FO/ARF/SOII/UDC/ARF/FO/ARF/SOII/CASHIER	20.09.18	disposed off
34	3919R	landline bill payment	R	11.09.18	FO/ARF/SOII/UDC/ARF/FO/ARF/SOII/CASHIER	20.09.18	disposed off
35	3920R	landline/fwll bill payment of VCS&Camp office	R	11.09.18	FO/ARF/SOII/UDC/ARF/FO/ARF/SOII/CASHIER	20.09.18	disposed off
36	4218R	AMC OF AIR CONDITIONER PART-III	VC	11.09.18	FO/ARF/soi/FO	20.09.18	DISCUSSION

37	12996R	MANVADHIKAR VEBHAG KE LLM SACHEDEK SASTR 2016- 18 ME SATENDR KUMAR KE SODH PATR BHUGTAN ME	DHR	12.09.18	ANKIT/ARF/fo/AR F/SOII/CASHIER	20.09.18	disposed off
38	10923R	FELLOWSHIP FILE FOR PRATIMA ICSSR FELLOWSHIP	DMCJ	12.09.18	ANKIT/ARF/FO/AR (A)	20.09.18	
39	12429R	HOSTEL FOR OBC BOYS AND GIRLS PART II	VC	12.09.18	FO/ARF/SOI/CASH IER	20.09.18	disposed off
40	12658R	MAINTENANCE OF SES BUILDING	EE	12.09.18	FO/ARF/SOI/FO	20.09.18	
41		REQUIREMENT OF FUND FOR 2018-19 CAPITAL NON CAPITAL	EE	12.09.18	FO/ARF/SOI/ARF/ FO	20.09.18	
42	13007R	MAINTENANCE OF OLD ADMIN BLOCK BULDING	EE	12.09.18	FO/ARF/SOI/FO	20.09.18	DISCUSSION
43	12529R	SATELLITE CAMPUS AMETHI KE ANURACHADI KARY	EE	12.09.18	ARF/SOI/ARF/FO/ EE	20.09.18	
44	13010R	ADVANCE FILE	VC	12.09.18	FO/arf/SOII/UDC/ CASHIER	20.09.18	disposed off
45	6961R	EMPANELMENT OF CHARTERED ACCOUNTANT FOR FY 2013-14 ON WARDS	FW	13.09.18	ARF/FO/ARF/SOI/ SAII/ARF/SOI/SAII /FO	20.09.18	
46	12715R	MANPOWER DBT PROJECT - 2 PI PROF. RAM CHANDRA	DBT	13.09.18	SA/ARF/FO/VC	20.09.18	
47	11110r	consumable sports items requirement- 2017/18	SPORTS	13.09.18	FO/ARF/SOII/SA/A RF/FO	20.09.18	
48	598/DZ/ BBAU/1 8	REPAIR & MENTAINENCE OF EQUIPMENTS	IAO	13.09.18	FO/VC/ARF/SOI/S A	20.09.18	
49	027/DZ/ BBAU	TRAVEL GRANT DR. ABHA MISHRA, DR. JYOTI PANDEY, DEPARTMENT OF ZOOLOGY	DAC	14.09.18	SA/AR(F)/FO/ARF/ SOI	20.09.18	
50		GUEST HOUSE PAYMENT -2011	GH	14.09.18	FO/arf/SOII/UDC/ CASHIER	20.09.18	disposed off

51	13020R	PAYMENT OF RESOURCE PERSON M.SC (NUSLEAR MEDICINE TECHNOLOGY) DR. JITENDRA KUMAR	PHY	14.09.18	UDC/ARF	20.09.18	
52	3675R	GUNNER FOR HON'BLE VC	R	14.09.18	UDC/ARF/FO/ARF/SOII/CASHIER	20.09.18	disposed off
53	12188R	maintenance of type B residence	VC	14.09.18	FO/arf/SOI/SA	20.09.18	
54	8653R	SATELLITE CAMPUS AT AMEHTI	VC	14.09.18	FO/arf/SOI/SA/FO/EE	20.09.18	
55	11683R	FUND REQUIREMENT FOR GAUTAM BUDDHA LIBRARY	GBL	14.09.18	FO /arf/SOI/SA	20.09.18	
56	12310R	PAINTING AND MAINTENANCE OF VC RESIDENCE	IAO	14.09.18	FO/IAO/FO/VC	20.09.18	
57	13023R	case of ms. Sushmita verma	r	14.09.18	fo/ARF/SOII	20.09.18	
58		SRF FELLOWSHIP	DEM	17.09.18	FO/SOII/ARF/FO/R	20.09.18	
59		COMPLETION OF CONSTRUCTED WETLAND PLANT BIOREACTOR	DEM	17.09.18	FO/SOI/SA/ARF/FO	20.09.18	
60		ISSUED OF THREE DEBIT CARDS	UIET	17.09.18	ARF/SOII	20.09.18	
61	12407R	AMBEDAKAR BHAVAN KE SAENEJ HETU	R	17.09.18	FO/SOI/SA/ARF/FO	20.09.18	
62	195/D.P H.SC/BB AU/13	D.PH.S	SOII	17.09.18	FO/MR.ANKIT/ARF	20.09.18	
63	13042R	T/C PF OF SHRI RAM PAL, MTS	R	17.09.18	FO/SOII/MR.ANKIT/ARF/FO	20.09.18	
64	8855R	DISSERTATION (M.SC. STUDENTS)	R	17.09.18	FO/SOII/MR.ANKIT/ARF	20.09.18	
65	7923R	UNIVERSITY TOLL-FREE NUMBER 18001805789	SOII	18.09.18	UDC/ARF/FO	20.09.18	
66	YSS/2015/000838	DST-SERB GRANT, DR. JAWAHAR, MANPOWER SALARY (PROJECT FELLOW)	VC	18.09.18	FO/ARF/SOI/CASHIER	20.09.18	disposed off

67	8745R	INDOOR HT/LT MAINTENANCE WORKS	VC	18.09.18	FO/ARF/SOI	20.09.18	
68	9449R	DIESEL FOR DG SET AMETHI CAMPUS	VC	18.09.18	FO/OSD	20.09.18	
69		ICSSR RESEARCH PROJECT (PROF.S.NAYAR) HEAD: B FIELD WORK COST, SOURCE MATERICALS/SOFTWARE/DATA BASE ETC.	ECONOMICS	18.09.18	SA/ARF/FO	20.09.18	
70		PURCHASE OF LOCK FOR UIET	STR	18.09.18	FO/ARF/SOI/UDC	20.09.18	
71		PURCHASE OF EXTERNAL HARD DISK FOR COE OFFICE	STR	18.09.18	FO/ARF/SOI/UDC	20.09.18	
72	8125R	ELECTRICAL FAULT WORKS	VC	18.09.18	FO	20.09.18	
73	STR/BBA U/2018	PURCHASE OF WHITE BOARD FOR THE DEPTT. OF PUBLIC ADMINISTRATION & ECONOMICS	IAO	18.09.18	FO/VC	20.09.18	
74	10845R	CAUTION MONEY FILE PROF. R B RAM	IAO	18.09.18	FO/VC	20.09.18	
75		COMPENSATION FOR VANDALIZATION OF CAR & LAPTOP. DR. V ELANGOVAN	IAO	18.09.18	FO/VC	20.09.18	
76	12093R	ENGAGEMENT OF RETIRED SENION PROFESSOR IN UIET	STR	18.09.18	FO/ARF/FO/ARF/S OI	20.09.18	
77	4544R	PAYMENT OF LEGAL FEE MS. APRAJITA BANSAL	IAO	18.09.18	FO/R	20.09.18	
78	10969R	NAD (NSDL) FILE NATIONAL ACADEMIC DEPOSITORY	IAO	18.09.18	FO/ARF/SOI/UDC	20.09.18	
79		PURCHASE OF CONSUMABLES DR. SUNIL BABU GOSIPATALA PI	DST	18.09.18	FO/ARF/SOI/SA	20.09.18	
80		REPAIR OF PRINTER P-1007 (RECRUITMENT CELL)	STR	18.09.18	FO/ARF/SOII/UDC	20.09.18	
81	12129R	LTC OF SHRI RAM SAGAR (MTS) (ANYWHERE IN INDIA)	IAO	18.09.18	FO/VC	20.09.18	
82		PURCHASE OF TONER FOR KYOCORA FOR LASER JET PRINTER-1120	STR	18.09.18	FO/ARF/SOII	20.09.18	

83	10625R	TECHNICAL COMMITTEE FOR THE PURCHASE OF EQUIPMENTS HCMV DR G SUNIL BABU AND DR SANGEETA SAXENA	STR	18.09.18	FO/ARF/SOI	20.09.18	
84	12195R	TC PF OF LTC DR.JYOTI PANDEY	IAO	18.09.18	FO/VC	20.09.18	
85	12827R	PETROL DIESEL NEW FILE	R	18.09.18	FO/ARF/SOII/ANKIT	20.09.18	
86		ADVANCE FOR URGENT WORK OF DBT PROJET	VC	18.09.18	FO/HOD-DBT	20.09.18	
87		PURCHASE OF TONNER FOR PHOTOCOPY MACHINE (TOSHIBA E STUDIO256 SE)	R	18.09.18	FO/ARF/SOI/ARF/FO	20.09.18	
88	13034R	IMPREST MONEY FOR DHARMESH KUMAR JUNIOR ENGINEER (CIVIL)	R	18.09.18	FO/ARF/SOII	20.09.18	
89	4495R	Recoupment of Imprest PART II	EE	18.09.18	FO/ARF/SOII	20.09.18	
90	6992R	Medical reimbursement(Retired Employee)	CMO	18.09.18	FO/ARF/SOII	20.09.18	
91	11970R	STUDY TOUR FILE 2018 M.SC ZOOLOGY IV SEMESTER	VC	19.09.18	FO/ARF/SOII	20.09.18	
92	12605R	REQUEST FOR FUND TO PRESENT INTERNATIONAL PAPER IN JAPAN DR. ANJANI K TIWARI	VC	19.09.18	FO/arf/SOII/UDC/	20.09.18	
93		DEBIT/PREPAID CAR ISSU REGARDING	VC	19.09.18	FO/ARF/SOII/ANKIT	20.09.18	
94	9282R	SERB-N-PDF DR. ASHISH KUMAR MISHRA	VC	19.09.18	ARF/SOI/CASHIER	20.09.18	disposed off
95	11728R	DST-STI POST DOCTORAL RESEARCH FELLOW VENKATESH DUTTA STI FELLOW DR.ADITYA VIKRAM AGARWAL	VC	19.09.18	ARF/SOII/CASHIER	20.09.18	disposed off
96		REIMBRUSHMENT OF MANBERSHIP FEE OF FO , FINANCE SECTION		19.09.18	FO/ARF/SOI	20.09.18	II
97	11148R	BNPL FILE FOR COE OFFICE	COE	19.09.18	ARF/SOII	20.09.18	
98	11827R	INTERNATIONAL SYMPOSIUM DR.VINIT KUMAR ASTT.PROFESSOR	DLIS	19.09.18	ARF/FO/	20.09.18	

99	6023R	REQUIRE OF BATLSLIES FOR ONLINE UPS IN DAC	STR	19.09.18	ARF/SOI	20.09.18	
100		THE 63RD INDIAN LIBRARY ASSOCIATION CONFERENCE	DLIS	19.09.18	ARF/SOI	20.09.18	
101	3733R	MEMBERSHIP OF ASSOCIATION OF COMMONWEALTH UNIVERSITIES ACU AND IAU	R	19.09.18	ARF/SOII/	20.09.18	
102	3846r	विश्वविधालय के सीवर संयोजन सीवर डिस्पोजल चार्जेज	R	20.09.18	FO/VC	20.09.18	
103		ADVANCE FOR PROCTOR AND DEAN (SB&PS) OFFICE	DEM	20.09.18	FO	20.09.18	
104		BOOKING SES CONFERENCE HALL FOR (BHARAT VIKAS PARISAD SANTHA, LUCKNOW)	DEM	20.09.18	FO	20.09.18	
105		ADVANCE SWACHTA CAMPAIGN	DRM	20.09.18	FO	20.09.18	
106	3434R/1 573F	IMPREST MONEY FOR SHS DEAN	DEAN	20.09.18	ANKIT	20.09.18	
107		ICSSR RESEARCH PROJECT (PROF.S.NAYAR)	DE	20.09.18	SA	20.09.18	
108		INTEGRATED APPLIED GEOLOGY DR. NARENDRA KUMAR	STR	20.09.18	FO	20.09.18	
109	13063R	CONSTRUCTION OF ANIMAL HOUSE	EE	20.09.18	FO	20.09.18	
110		UC AND SE REPORT (2017-18) DBT PROJECT (1ST) PROF. RAM CHANDRA	DBT	20.09.18	FO/prof. ram chandra	20.09.18	
111	13014R	SELF DEFENCE PROGRAM ON 24TH SEP 2018	NSS	20.09.18	FO	20.09.18	
112	7048R	Servicing of electric LAWN Mower	R	20.09.18	ARF	20.09.18	
113	7518R	LEVELING WORK BACK SIDE OF CENTRAL LIBRARY BUILDING FOR GBS	R	20.09.18	FO	20.09.18	
114		WORKSHOP BUDGET TOURISM EDUCATION IN INDIA	DE	20.09.18	FO/ARF	20.09.18	BY HAND RAJEEV
115	3152R	OPERATION AND MAINTENACE OF CENTRAL AC PLANT OF AUDITORIUM	EE	20.09.18	FO/IAO	20.09.18	



116		REIMBRUSHMENT OF MANBERSHIP FEE OF FO , FINANCE SECTION		20.09.18		20.09.18	
117		T/C PF OF LTC FILE KBL SHRIVASHTVA		20.09.18	ANKIT	20.09.18	