

विश्वभारती
VISVA-BHARATI



Ref. No. EST/E-II/ACE- 1488

Date: 18/03/2021

Smt. Soma Mukherjee,
Assistant Professor,
Centre for Comparative Literature,
Bhasha-Bhavana,
Visva-Bharati.

Sub: Application for "On Duty Leave" for attending Refresher Course

The undersigned is directed to convey that the following informations in connection with application for "On Duty Leave" for online Refresher Course during the period from 02/03/2021 to 15/03/2021 at University of Calcutta, Kolkata.

1. NOC already issued vide memo no. EST/E-II/ACE-1488, dated. 06/03/2021
2. "On Duty Leave" may not be considered for Refresher Course.
3. 'On Duty' is admissible for offline Refresher Course.
4. Relieving letter may be obtained from Centre for Comparative Literature/ Principal, Bhasha-Bhavana, if required, and selected for attending Refresher Course on online mode.

S. B. M. 18/03/2021
Assistant Registrar
(Establishment)

Copy forwarded for information and necessary action to:

1. Principal, Bhasha-Bhavana
2. In-charge, Centre for Comparative Literature
- ✓ 3. University webmaster- Please upload it, in the university website
4. Guard File