



VISVA-BHARATI  
SANTINIKETAN

Ref.No. V.B./EST-II/33

Date: 28/03/2023

The Joint Registrar (Accounts)  
Visva-Bharati

Sub: Administrative approval towards encashment of 10 days earned leave for LTC journey

With reference to the above, the undersigned is directed to convey that the competent authority has been pleased to approve towards encashment of 10 days earned leave as admissible for availing LTC journey in favour of the following employees.


It may further be noted that 10 days leave encashment would be made to the employees who have submitted LTC final bills for adjustment.

It may be ensured that all LTC advances are to be adjusted within a maximum period of three (03) months from the date of completion of journey.

Details are given below:-


Sl. No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment	Previously Availed (No.)
1.	Sri Abhijit Roy, Laboratory Assistant, Department of Zoology, Siksha-Bhavana, V.B.	1997115	Kolkata	27/12/2022-29/12/2022	01
2.	Sri Bhanu Hazra, Mali, Garden Section, V.B.	2002022	Kolkata	23/12/2022-23/12/2022	Nil
3.	Sri Birendra Thakur, Office Assistant, SC/ST Cell, V.B.	1995009	Kolkata	17/12/2022-20/12/2022	01
4.	Sri Biswajit Biswas, Junior Office Assistant, Central Library, V.B.	1995013	Kolkata	25/12/2022-27/12/2022	02
5.	Sri Chandrachur Sarkar, Office Assistant, Pay Cell under Establishment, V.B.	1998010	Kolkata	28/12/2022-28/12/2022	02
6.	Sri Jadab Mondal, Senior Assistant, HBA & Statistics Section, V.B.	2001114	Havelock Island	10/12/2022-18/12/2022	03
7.	Sri Jagannath Paridha, Pump Operator, Engineering Department (Water Supply), V.B.	1998008	Pottamunda	17/12/2022-26/12/2022	05
8.	Sri Laltu Mondal, Office Assistant, Garden Section, V.B.	2002097	Kolkata	23/12/2022-23/12/2022	01
9.	Sri Malay Kumar Laha, former Office Assistant, Accounts Office, V.B.	1988146	Kolkata	26/12/2022-27/12/2022	01
10.	Sri Manoj Ghosh, Office Assistant, Accounts Office, V.B.	1993015	Kolkata	27/12/2022-28/12/2022	04
11.	Sri Nityananda Das, Professional Assistant, PSV Library, V.B.	2001047	Kolkata	16/12/2022-18/12/2022	02
12.	Sri Sagar Mondal, Peon, Department of Chemistry, Siksha-Bhavana, V.B.	2001046	Kolkata	20/12/2022-21/12/2022	01
13.	Sri Shyamal Kumar Saha, Laboratory Assistant, Department of Zoology, Siksha-Bhavana, V.B.	2000060	Kolkata	27/12/2022-29/12/2022	01
14.	Sri Shyamal Hazra, Office Assistant, Central Library, V.B.	1997010	Durgapur	29/12/2022-31/12/2022	01
15.	Sri Smritimoy Ghosh, Professional Assistant, Central Library, V.B.	2000021	Kolkata	30/12/2022-01/01/2023	02
16.	Sri Shovan Kumar Ruj, Archival Assistant, Rabindra-Bhavana, V.B.	2009067	Ajanta	21/12/2022-26/12/2022	02
17.	Sri Som Kisku, Senior Assistant, Accounts Office, V.B.	1997062	Kolkata	26/12/2022-27/12/2022	02

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Sl.N	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment	Previously Availed (No.)
18.	Sri Subir Ray, Junior Engineer, Engineering Department, V.B.	2000088	Kolkata	26/12/2022-27/12/2022	02
19.	Sri Sudipta Roy, Office Assistant, Accounts Office, V.B.	2014007	Agartala	25/12/2022-29/12/2022	01
20.	Sri Tapobijoy Mukhopadhyay, Senior Assistant, Plant Pathology, PSB, V.B.	2001004	Kolkata	26/12/2022-30/12/2022	02
21.	Sri Uday Kumar Bagdi, Section Officer, SC/ST Cell, V.B.	1999048	Kolkata	24/12/2022-26/12/2022	03

Necessary steps may please be taken accordingly.

 28/03/2023  
Deputy Registrar (Establishment)  
Visva-Bharati

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1. Person concerned(21)
2. Guard file
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