



**VISVA-BHARATI
SANTINIKETAN
OFFICE ORDER**

The Administration has approved the following re-arrangement of official duties in the interest of the University:-

Sl. No.	Name & Designation	From	To
01.	Shri Arun Singh Meena MTS (Employee Code No. 2023227)	A.K.Dasgupta Centre	Department of Tamil Bhasha Bhavana
02.	Shri Sumit Das MTS (Employee Code No. 2023092)	Department of Tamil Bhasha Bhavana	A.K.Dasgupta Centre

The concerned Prinncipal/Head/In-charge are requested to release the above incumbents immediately to enable them to join their new place of posting. The joining reports may be sent to the undersigned through the Principal/Head/In-charge of the Office concerned.

No- Estab/E-III/O.2
Date- 30/09/2024

Registrar (Acting)
Visva-Bharati

To,
Persons(s) concerned (02)

Copy forwarded for information and necessary action to:-

1. Directors/Principals of all Bhavanas/Vibhaga
2. Head of all Departments/Centres/Sections
3. Finance Officer/Joint Registrar (Accounts)/Internal Audit Officer
4. Deputy Registrar (Establishment)/Joint Registrar & CS to Upacharya
5. Proctor/Dean/Deputy Dean of Student Welfare/Chief Medical Officer/In-charge of Security/University Engineer (Offg.)
6. Assistant Registrar (Meeting)/Assistant Registrar (Establishment)/Assistant Registrar (SC/ST Cell)
7. Section Officer (E-I/II/III/File Section/SC/ST Cell)
8. Coordinator, Admission Cell
9. In-Charge, Hindi Cell – with a request to translate it into Hindi and arrange to uploade in the University Website
10. P.A. to Registrar
11. In-charge, Computer Centre – You are requested to uploade the order in the Website
12. Personal File (02)