



**VISVA-BHARATI
SANTINIKETAN**

OFFICE ORDER

The undersigned is to convey that the following transfers are made in the interest of the University.

Sl. No.	Name & Designation	Transfer from	Transfer to
1.	Shri Maloy Sutradhar Assistant Registrar Employee Code : 2012002	Registrar's Office General Section	Academic & Research Section
2.	Smt. Sahadev Ghosh Senior Assistant Employee Code : 1990019	Sangit Bhavana	Examination Section
3.	Shri Rabindranath Ghosh Senior Assistant Employee Code: 1986092	Patha Bhavana	Examination Section
4.	Shri Amiya Roy Office Assistant Employee Code: 2001006	Accounts Office	Examination Section
5.	Shri Rajesh Chattaraj Computer Assistant Employee Code: 2009053	Finance Office	Examination Section

Head of the Department(s) concerned are requested to release the above incumbent(s) immediately to enable them to join the new place of posting. The joining report(s) should be sent to the undersigned through Head of the Department(s) concerned.

No. Estab/DR/O.O./121
Date: 13/10/2015


Registrar
Visva-Bharati

To,

All the above incumbents | Through Head of the Department

Copy forwarded of information and necessary action to:

1. Pro-Vice-Chancellor/All Provosts/ All Directors/Principals of all Bhavanas
2. All Heads of Academic and Non-teaching Departments/ Centres/. Sections
3. Proctor
4. Finance Officer
5. All Joint Registrars/ Deputy Registrars/IAO/Assistant Registrars
6. C.M.O./C.S.O/U.E.
7. CS to Vice-Chancellor
8. PA to Registrar
9. Hindi Officer – to translate into Hindi and arrange to upload in the University website
10. Section Officer (Meeting) – to report to Karma-Samiti
11. University Webmaster – to upload in the University Website
12. File