

VISVA-BHARATI
SANTINIKETAN



NOTIFICATION

AUTUMN VACATION, 2023

Patha Bhavana and Siksha Satra (both the school sections) will remain closed for Puja Vacation - 2023 from 20th October, Friday, 2023 to 16th November, Thursday, 2023 (both days inclusive) as circulated vide Acad/Calendar/1678/2023 dated 01/03/2023 and will reopen on 17th November, Friday, 2023.

The Academic Departments of the University will remain closed for Puja Holidays from 20/10/2023 to 29/10/2023 and for Autumn Vacation - 2023, from 30th October, Monday, 2023 to 16th November, Thursday, 2023 and will reopen on 17th November, Friday, 2023 as circulated vide Acad/Calendar/1678/2023 dated 01/03/2023.


University will remain completely closed from 20th October, 2023 to 29th October, 2023 as circulated vide Acad/Calendar/1678/2023 dated 01/03/2023.

The Directors/ Adhyakshas of Bhavanas / Vibhagas and the Heads / In-Charges of the Academic Departments /Centres are requested to make necessary arrangements for deploying /detaining of **one academic staff for each Department** during Autumn Vacation, 2023, if required.

Faculty members who will be detained during vacation period under order of the Vice - Chancellor will be eligible for Earned Leave to the extent of 1/3rd of the period of detention.

The Directors/ The Adhyakshas of Bhavanas / Vibhagas and the Heads / The In-Charges of the Academic Departments/ Centres are requested to send Bhavana wise single proposal with appropriate justification for such detention.

Proposal for detention in prescribed proforma (attached) should reach the Establishment Section within 25/09/2023 positively for taking prior approval of the Vice-Chancellor.


19/5/2023

P.T.O

Ex post facto approval and individual department wise proposal shall not be entertained.

Memo.No.EST/E-II/V.7
Date : 18/09/2023

Registrar (Acting)
Visva Bharati
18/9/23
18/9/23
18/9/23

Copy forwarded for information and necessary action to :-

- 1) Directors / Adhyakshas of all Bhavanas / Vibhagas / Sadanas
- 2) All Heads / In-Charges of the Academic Department / Centre
- 3) Finance Officer
- 4) Internal Audit Officer
- 5) Joint Registrar (Accounts)
- 6) Deputy Registrar (Establishment)
- 7) C.S to VC
- 8) The Proctor, V.B.
- 9) The Dean of Students welfare, V.B.
- 10) The University Engineer, V.B.
- 11) The In- Charge, Security, V.B.
- 12) The Chief Medical Officer, P.M.Hospital, V.B.
- 13) P.A. to Registrar, V.B.
- 14) University Webmaster – to upload it, on the University Website

PROFORMA FOR DETENTION OF TEACHERS DURING AUTUMN VACATION, 2023

(To be submitted through proper channel)

Sl. No.	Name (in full) of the teacher with Department, Designation, Employee I.D. Number & Mobile Number	Brief description of the work to be performed during vacation	Period of detention (From date to date)	Detailed justification for such inevitable detention

Signature
with Seal of the Head of the Department
& Mobile Number