



विश्वभारती

VISVA-BHARATI

Establishment Section

NOTICE

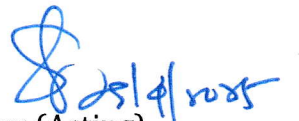
All teaching and non-teaching employees of the University are requested to visit the Establishment (File) Section to see the entries made in their Service Books and put their initial as a token of acknowledgement within the working days between 2.30 P.M to 5.30 P.M as mentioned against the Bhavana/Department/Office, etc.

They are also requested to bring with them a passport size photograph of their own, if not submitted before, for use in their Service Books.

Sl. No.	Name of the Bhavana/Department/Office, etc.	Date of Visit	
		Non- academic Staff	Academic Staff
1.	Patha-Bhavana	05/05/2025 to 06/05/2025	19/06/2025 to 23/06/2025
2.	Siksha-Satra	07/05/2025 to 08/05/2025	25/06/2025 to 30/06/2025
3.	Sangit-Bhavana	13/05/2025 to 14/05/2025	14/07/2025 to 15/07/2025
4.	Kala-Bhavana	15/05/2025 to 16/05/2025	17/07/2025 to 18/07/2025
5.	Bhasha-Bhavana	19/05/2025 to 20/05/2025	22/07/2025 to 23/07/2025
6.	Vidya-Bhavana	21/05/2025 to 22/05/2025	25/07/2025 to 28/07/2025
7.	Siksha-Bhavana	26/05/2025 to 27/05/2025	30/07/2025 to 31/07/2025
8.	Palli-Siksha Bhavana	28/05/2025 to 29/05/2025	04/08/2025 to 05/08/2025
9.	Palli Samgathana Vibhaga	02/06/2025 to 03/06/2025	07/08/2025 to 08/08/2025
10.	Vinaya-Bhavana	04/06/2025	12/08/2025 to 13/08/2025
11.	Rabindra-Bhavana	05/06/2025	----
12.	Granthana Vibhaga	09/06/2025 to 10/06/2025	----
13.	Central Office	11/06/2025 to 13/06/2025	----
14.	Other Offices including Central Library	16/06/2025 to 18/06/2025	----

Memo. No. Estab./File Section/2471/2025-26

Dated : 29.04.2025


Registrar (Acting)
Visva-Bharati (वाहक)
विश्वभारती
Registrar (Acting)
Visva-Bharati

Copy forwarded for information and necessary action to:-

1. All Directors/ All Principals of Bhavanas/Sadanas/Vibhagas, Visva-Bharati
2. Heads of all academic and administrative Departments/ Offices/ Sections/ Centres, Visva-Bharati
3. C.S to Upacharya, Visva-Bharati
4. P.A to Registrar, Visva-Bharati
5. University Webmaster- to upload it on the University Website.
6. Guard File.