



**VISVA-BHARATI
SANTINIKETAN
OFFICE ORDER**

The following re-arrangements of duties are made in the interest of the University with immediate effect.

Sl. No.	Name & Designation	From	To
01.	Shri Ramkrishna Sarkar Senior Assistant (Employee Code No. 1990065)	File Section	Department of Environmental Science
02.	Smt. Nivedita Chatterjee MTS (Employee Code No. 2023079)	P.M.Hospital	Administration Section
03.	Shri Parthi Sarati Das MTS (Employee Code No. 2023142)	University Guest House	File Section
04.	Shri Abhijit Sanyal MTS (Employee Code No. 2023282)	Administration Section	Estate Office
05.	Smt. Mahua Maji MTS (Employee Code No. 2023231)	CJMC	P.M.Hospital

Heads of the Departments concerned 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 Heads of the Department concerned immediately.

No- Estab/E-III/O.2

Date- 08/08/2024


Registrar (Acting)
Visva-Bharati
कुलसचिव (कार्यवाहक)
| Through Head of the विश्वभारती
| Department Concerned Registrar (Acting)
Visva-Bharati

To,
All above incumbents

Copy forwarded for information and necessary action to:-

1. Adhyaksha, Siksha Bhavana
2. Head, Department of Environmental Science
3. In-Charge, CJMC
4. CMO, P.M. Hospital
5. Joint Registrar & In-Charge Estate Office
6. In-charge, Guest House
7. Joint Registrar & C.S. to Upacharya
8. Joint Registrar (Accounts)
9. Deputy Registrar (Establishment)
10. Deputy Registrar (Administration)
11. P.A. to Registrar
12. University Web Master – To upload in the University Web site
13. Hindi Officer – To translate into Hindi and arrange to upload the hindi version in the website.
14. P. File (05)