



**VISVA-BHARATI
SANTINIKETAN**

OFFICE ORDER

The undersigned is to convey that the following arrangement of duties is made in the interest of the University with immediate effect.

Shri Samir Bhowmick, Office Assistant (E.C. No. 2001016) presently posted at Public Relation Office will perform duties at University Guest House for half a day under the control of In-charge, University Guest House and will continue his present assignment at the office of the Public Relations Officer for another half a day until further order.

No- Estab/E-III/O.2

Date- 20/04/2022

21/4/2022

Registrar (Acting)
Visva-Bharati

To,

Shri Samir Bhowmick (E.C. No. 2001016)
Office Assistant

| Through Head of the
| Department Concerned

Copy forwarded for information and necessary action to:-

1. In-charge, University Guest House
2. Public Relations Officer
3. Finance Officer (Offg.)
4. Joint Registrar (Development)
5. Joint Registrar (Accounts)
6. Joint Registrar & C.S. to Upacharya
7. Deputy Registrar (Establishment)
8. P.A. to Registrar
- ✓ 9. University Web Master – To upload in the University Web site
10. In-charge, Hindi Cell – To translate into Hindi and arrange to upload in the University website
11. P. File