

विश्वभारती  
VISVA-BHARATI



**OFFICE ORDER**

The Upacharya, subject to ratification by the Karma-Samiti (Executive Council), is pleased to appoint Prof. Subrata Mondal as Head, Department of Botany, Siksha-Bhavana, Visva-Bharati in place of Prof. Swadesh Ranjan Biswas, for a period of 03(three) years w.e.f 24/07/2024.

Prof. Swadesh Ranjan Biswas and Prof. Subrata Mondal, are requested to handover and takeover the charge of Headship of the Department of Botany, Siksha-Bhavana, Visva-Bharati accordingly with an intimation to the undersigned through proper channel.

Memo No. Estab./E-I/AOH&IC/2024-25  
Date: 03.07.2024

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Registrar (Acting)  
Visva-Bharati

To,

- 1) Prof. Swadesh Ranjan Biswas, Department of Botany, Siksha -Bhavana.
- 2) Prof. Subrata Mondal, Department of Botany, Siksha Bhavana.

**Copy forwarded for information & necessary action to:**

1. All Directors/ All Principals of the Bhavana / Vibhaga
2. All Heads/In-Charges of the Departments / Centres / Sections
3. Finance Officer / Joint Registrar (Accounts) / IAO
4. Proctor & Chairman (HMC)
5. Dean/Deputy Dean of Students Welfare
6. Chief Medical Officer / In-Charge of Security / University Engineer (Offg.)
7. All Joint Registrars / Deputy Registrars /Assistant Registrars
8. Joint Registrar and C.S. to Upacharya
9. Assistant Registrar (Meeting)-for placing it for ratification of the E.C.
10. In-Charge, Rajbhasa Cell - with a request to translate it into Hindi and arrange to upload in the University Website.
11. P. A. to Registrar
12. In-Charge, Computer Centre, V.B.— Please upload it in the University website
13. Personal Files (2).