



VISVA-BHARATI  
SANTINIKETAN

NOTIFICATION

In continuation of earlier Notification vide Memo No. EST/E-II/12 dt. 03/07/2017 (copy enclosed), all Directors, Adhyakshas of Bhavana/Sadana and Heads of the Department/Section are requested to submit leave application along with forwarding letter with supporting documents in case of duty leave or special casual leave through proper channel before leaving headquarter or availing leave for personal or official purpose

Ref.No. V.B./Est-II/02/  
Dated 22<sup>nd</sup> July, 2017

Registrar (Acting)  
Visva-Bharati

Copy forwarded for information and necessary action to :-

1. All Directors
2. All Adhyakshas of Bhavana/Vibhaga/Sadana
3. All Heads of the Academic & Non-teaching Department/Section/Centre, etc.
4. All Joint Registrars/Deputy Registrars/Assistant Registrars
5. C.S to Upacharya
6. Assistant Registrar, Pro-Vice-Chancellor's Office
7. PA. to Registrar
- ✓ 8. University Webmaster – kindly upload it in the University Website
9. File