



**VISVA-BHARATI
SANTINIKETAN
ORDER**

The undersigned is to convey that the Upacharya, subject to ratification by the Executive Council, has been pleased to pass the order of financial up-gradation granted to Shri Maloy Sutradhar, Assistant Registrar as stated below.

Sl.	ID No.	D.O.B	Name of the employee with designation	Date of joining in Visva-Bharati & pay scale of the post	Date of Completion of service of 8 years from the date of joining	Participations in two training programme	Present Pay scale enjoyed by the employee	Pay scale to be granted	Date of effect	Remarks
01.	2012002	17/05/1979	Shri Maloy Sutradhar Assistant Registrar	01/01/2012 Pay Level-10 (GP-5400/- PR)	31/12/2019	One (One to be completed within one year)	Pay Level-10	Pay Level-11	17/02/2021	An undertaking to be given by Mr. Sutradhar to the effect that he will complete 2 nd training programme within one year

Pay of the incumbents will be fixed as per rules. However, the grant of higher pay scale is subject to the undertaking that in the event of overpayment, which may be detected at a later stage, the same will be recovered from his pay. Enhanced pay will be disbursed on receipt of the undertaking by the Accounts Office. Representation, if any from the employee(s) concerned, should be made within 30 days from the date of issuance of this order.

Ref. No. Estab/E-III/Financial Up-gradation

Date: 29/11/2021

01/12/2021
Registrar (Acting)
कुलविद्यालय (Visva-Bharati Santiniketan)
विद्यालय (University)
Registrar (Acting)
Visva-Bharati

Copy forwarded for information and necessary action to:

1. Finance Officer – with a request to place it before the Finance Committee for acceptance
2. Joint Registrar (Accounts)
3. Deputy Registrar (Establishment)
4. Internal Audit Officer
5. Deputy Registrar & C S to Vice-Chancellor
6. Assistant Registrar (Meeting) – for ratification by the Karma-Samiti
7. PA to Registrar
8. In-charge, Hindi Cell – to translate into Hindi and arrange to upload in the University Website
9. Pay Fixation Cell
10. File Section – to record in the personal file of the person concerned
- ✓ 11. University Webmaster – to upload in the University Website
12. Notice Board