



VISVA-BHARATI
ESTATE OFFICE

Quarter Circular QT-3



Memo no: - Estate.QT- 3/99/ 24-25

Date:- 28-05-2024

NOTICE INVITING APPLICATIONS FOR QUARTERS

This is to inform all concerned, that the following University quarters are available for allotment. Permanent employees who enjoy the rank and scale of pay may apply against the qtrs.

An employee, who is already in occupation of quarters, may apply for change of quarters, if no change in the same type has been made earlier. However, no change is allowed within a year of allotment.

Applications through proper channel should reach the office of the undersigned within 10/06/2024.

Tentative date of Meeting of Allotment (Sub-Committee):- 3rd week of June 2024.

- Seniority for academic quarters will be calculated on the basis of date of joining academic posts only.
- Allotment will be made on, *as is where basis is.*
- Applicants may visit the quarters they wish to apply for & satisfy them selves before submitting their applications.

For any query, please contact Estate Office.

ILLUSTRATIONS:

- For Academic B type qtrs. eligible criteria may be lowered to Grade Pay Rs.4200/-

Academic Quarters

Sl. No	Quarter no	Quarter Type	Location	Minimum Eligibility	Reservation Category	Remarks
1	B-type qtrs. no-04 vacated by Kumar Vikrat Basak	B Type	Awagarh House	Assistant Lecturer & above	Unreserved	
2	B-type qtrs. no-31 vacated by Risi Barua	B Type	Andrewspally	Assistant Lecturer & above	SC	

Copy to:

- Chairperson, A.S.C, V.B
- Principal/Directors/HOD of all Bhavanas/Dep'ts etc
- Joint Registrar, Deputy Registrar, Assistant Registrar, of all administrative Office
- University Engineer - with request to arrange minor repairing/ white washing of the quarters before these are occupied.
- Email Administrator, Computer Centre, VB - Kindly upload the circular on Visva-Bharati web-site for wide circulation.

Joint Registrar (Estate)
Visva-Bharati

Rml
28/5/24

Sub:- Application for Quarters

To
The Joint Registrar (Estate)
Visva Bharati
Santiniketan



Ref:- Circular No:-Estate.Qt-3/99/23-24

Dated:- 28-05-2024

1. Name of employee (in BLOCK LETTER)
2. Designation
3. Dept / Office / Section etc.....
4. I.D. No (If any)
5. Phone / Mobile No: -
6. Date of joining in Visva-Bharati.....
7. Present pay / pay band (with grade pay if any) / consolidated pay:
..... (Attach copy of Appointment Letter)
8. Serial Number of qtrs. applied for (not more than two choices are allowed):
 - a.
 - b.
9. Category: SC/ST/OBC/PH: (Attach attested copy of certificate).
10. If presently residing in University quarters, mention qtr no &
Location
11. Undertaking

I undertake to abide by the relevant rules / regulations / orders etc relating to allotment and vacation of quarters and other related matters, in case quarters is allotted to me by Visva Bharati.
12. Signature (with date) of applicant

Remarks & signature of the concerned Head of Dep't / Office