



VISVA-BHARATI  
SANTINIKETAN

Ref.No. V.B./EST-II/33

Date: 26/06/2023

The Joint Registrar (Accounts)  
Visva-Bharati

Sub: Administrative approval towards encashment of 10 days earned leave for LTC journey

With reference to the above, the undersigned is directed to convey that the competent authority has been pleased to approve towards encashment of 10 days earned leave as admissible for availing LTC journey in favour of the following employees.

It may further be noted that 10 days leave encashment would be made to the employee who have submitted LTC final bills for adjustment.

It may be ensured that all LTC advances are to be adjusted within a maximum period of three (03) months from the date of completion of journey.

Details are given below:-

Sl.N	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment	Previously Availed (No.)
1.	Sri Anilbaran Mandal, Assistant Lecturer, Patha-Bhavana, V.B.	1996035	Havelock Island	18/09/2022-25/09/2022	03
2.	Sri Dhruba Chatterjee, Senior Assistant, Department of Agril. Statistics, , Palli Siksha Bhavana, V.B.	1988108	Neil Island	01/04/2023-09/04/2023	04
3.	Sri Gouranga Datta, Joint Finance Officer, Department of Physical Education, Sports, National Service and Students' Welfare, V.B.	2004011	Srinagar	17/03/2023-26/03/2023	03
4.	Sri Jishnu Mondal, Professional Assistant, Central Library, V.B.	2012004	Burdwan	30/03/2023-31/03/2023	01
5.	Sri Kishore Chandra Swain, Assistant Professor (Stage-III), Department of Agricultural Engineering, Palli Siksha Bhavana, V.B.	2012021	Nilpara	25/03/2023-28/03/2023	02
6.	Prof. Prasanta Chatterjee, Department of Mathematics, Siksha-Bhavana, V.B.	1999041	Kanyakumari	17/12/2022-27/12/2022	04
7.	Sri Ramkanta Roy, Office Assistant, Department of Physical Education, Sports, National Service and Students' Welfare, V.B.	1992043	Leh	03/05/2023-12/05/2023	03
8.	Prof. Siddhartha Dev Mukhopadhyay, Department of Agril. Extension, Palli Siksha Bhavana, V.B.	1995079	Jaisalmer	11/03/2023-19/03/2023	01

Necessary steps may please be taken accordingly.

  
26/06/2023  
Deputy Registrar (Establishment)  
Visva-Bharati

Copy to:-

1. Person concerned(08)
2. Guard file
3. Personal files
4. University Webmaster- Kindly upload it in the University website