



आचार्य: श्री नरेंद्र मोदी
ACHARYA (CHANCELLOR)
SHRI NARENDRA MODI

संस्थापक: रवीन्द्रनाथ ठाकुर
Founder: Rabindranath Tagore

उपाचार्य: प्रोफेसर विद्युत चक्रवर्ती
UPACHARYA (VICE-CHANCELLOR)
PROF. BIDYUT CHAKRABARTY

No. Admn./G/G-15/ 762

Joint Registrar (Accounts)
Visva-Bharati



Dated: 27th December, 2022.

Sub:- Approval for re-engagement of outsourced workers of the University.

The undersigned is directed to convey that the competent authority is pleased to approve re-engagement of 399 outsourced workers (list enclosed) of the University for a period of 89 days from 28-12-2022 to 26.03.2023 on the existing terms and conditions.

The payment of wages/remuneration for all outsourced workers will be met out of the budget heads as specified against each in the attached list.

Encl: As stated.

Assistant Registrar (Administration)
Visva-Bharati

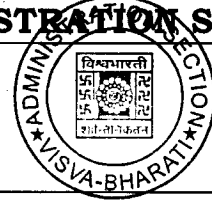
27.12.2022

Copy forwarded to the following for information with a request to send the proposal for re-engagement of workers performing duties under their control for next 89 to be effective from 29.03.2023 to Deputy Registrar (Administration) at least ten (10) days before expiry of the existing period of engagement positively. In case of non-receipt of the said proposal within the stipulated period, it will be presumed that re-engagement of the concerned workers is not required and subsequently their services may be discontinued by the competent authority of the University.

1. All Directors/Principals of Bhavanas / Vibhagas of the University
2. Heads of all Academic Departments and Administrative Offices/Sections
3. Finance Officer (Acting)
4. Proctor
5. Dean of Students' Welfare
6. Chief Medical Officer (Acting), Pearson Memorial Hospital
7. In-Charge, Security
8. Joint Registrar & Confidential Secretary to V.C.
9. Internal Audit Officer (Acting)
10. Hindi Officer, Visva-Bharati
To translate it into Hindi and arrange to upload it in the University Website.
11. Section Officer (Administration)
12. P.A. to Registrar
13. University Webmaster-To Upload it in the University Website

ADMINISTRATION SECTION

विश्वभारती
VISVA-BHARATI




List of outsourced workers of the University for re-engagement from 28.12.2022 to 26.03.2023

Sl. No	Bhavana/ Department/ Office	Total No. of Workers	Type of Engagement	Wages to be charged from Budget Head
1	Vice-Chancellor's Secretariat	3	2 MTS+1 Computer Assistant	Additional provision for payment of Wages for Contract workers incurred from Recurring
2	Finance Office	1	MTS	Revenue Budget of Finance Office
3	Academic & Research Section	3	1MTS + 1Computer Assistant + 1Peon-cum- Attendent	Additional provision for payment of Wages for Contract workers incurred from Recurring
4	Legal Cell	1	MTS	Revenue Budget of Legal Cell
5	Administration	4	1 Office Worker + 2 MTS + 1 Office organizer	Additional provision for payment of Wages for Contract workers incurred from Recurring
6	Examination Section	8	3 MTS (Computer Related Job) +1 MTS (NAD Scheme)+ 4 MTS	Revenue Budget of Examination Section
7	Establishment Section	2	MTS	Additional provision for payment of Wages for Contract workers incurred from Recurring
8	Accounts Office	1	MTS	Additional provision for payment of Wages for Contract workers incurred from Recurring
9	Admission Co- ordination Cell	2	MTS	Revenue Budget of Admission Co- ordination Cell
10	Internal Quality Assurance Cell (IQAC)	2	i)1MTS + ii)1 Sweeper-cum- peon (Duty allocated in IQAC, & Nodal officer for online RTI portal)	i) 1 fromAdditional provision for payment of Wages for Contract workers incurred from Recurring and ii)1 from Revenue Budget of IQAC.
11	Engineering Section	5	2 Pump Attendants + 2 MTS + 1 Drawer	Additional provision for payment of Wages for Contract workers incurred from Recurring
12	University Library	23	21 for Sweeping & Cleaning + 2 for Stock Maintenance	Additional provision for payment of Wages for Contract workers incurred from Recurring
13	Computer Center	1	MTS	Revenue Budget of Computer Center
14	Raj Bhasha Cell	1	Sweeping & Cleaning	Revenue Budget of Raj Bhasha Cell
15	Proctor	42	40 Sweepers + 2 Supervisors	Proctor's Office, Cleaning of Hostels' & Students Aminities

27/12/2022
सहायक कुलसचिव (प्रशासन)
विश्वभारती, शान्तिनिकेतन
Assistant Registrar (Administration)
Visva-Bharati, Santiniketan

ADMINISTRATION SECTION

Sl. No	Bhavana/ Department/ Office	Total No. of Workers	Type of Engagement	Wages to be charged from Budget Head
16	Proctor	25	8 Matrons + 15 Attendants + 2 Sweepers (Patha Bhavana & Other Senior Girls Hostel)	Additional provision for payment of Wages for Contract workers incurred from Recurring
17	Proctor	8	2 Matrons + 3 Sevikas + 3 Sweepers	Additional provision for payment of Wages for Contract workers incurred from Recurring
18	Proctor	8	3 Matrons + 5 Sevikas (Patha Bhavana & Senior Girls Hostel)	Additional provision for payment of Wages for Contract workers incurred from Recurring
19	Proctor	1	Sweeper at Maitree Girls Hostel	Additional provision for payment of Wages for Contract workers incurred from Recurring
20	Proctor	1	MTS at Patha Bhavana Hostel	Revenue Budget of Patha Bhavana
21	Proctor	1	MTS	Additional provision for payment of Wages for Contract workers incurred from Recurring
22	Proctor	5	2 Matrons + 3 Attendants (Different Girls Hostels)	Additional provision for payment of Wages for Contract workers incurred from Recurring
23	Proctor	19	1 Hostel Superintendent + 6 Wardens + 9 Matrons + 3 Sweepers (Different Girls Hostels)	Additional provision for payment of Wages for Contract workers incurred from Recurring
24	Proctor	4	3 Sweepers (Elmhirst Boys Hostel) + 1 Sweeper (Khoai Girls Hostel)	Additional provision for payment of Wages for Contract workers incurred from Recurring
25	Dean of Students Welfare	3	1 MTS + 2 Peon	Additional provision for payment of Wages for Contract workers incurred from Recurring
26	Centre for Women Studies	1	Attendent-cum-Helper	Fund Provided by UGC
27	Public Relations Office	1	Guest House of Granthana Vibhaga	Additional provision for payment of Wages for Contract workers incurred from Recurring
28	Public Relations Office	2	1 Peon + 1 Attendant	Additional provision for payment of Wages for Contract workers incurred from Recurring
29	Guest Houses	33	13 Sweepers + 16 Attendants + 4 Gardener	Additional provision for payment of Wages for Contract workers incurred from Recurring


 सहायक कुलसचिव (शांतिनिकेतन)
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 Assistant Registrar (Administration)
 Visva-Bharati, Santiniketan

ADMINISTRATION SECTION



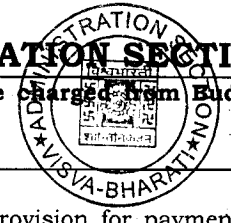
Sl. No	Bhavana/ Department/ Office	Total No. of Workers	Type of Engagement	Wages to be charged from Budget Head
30	Central Transport Cell	6	a) 3 Drivers (1+2) + b) 3 Cleaners	a) (i) 1 Driver from Additional provision for payment of Wages for Contract workers incurred from Recurring, (ii) 2 Drivers from Central Transport Cell Revenue Budget, b) 3 Cleaners from Additional provision for payment of Wages for Contract workers incurred from Recurring
31	Vidya Bhavana	2	Sweeping & Cleaning	Revenue Budget of the Bhavana
32	Deptt. of Anthropology	1	Sweeping & Cleaning	Revenue Budget of the Department
33	Deptt. of Economics & Politics	1	Sweeping & Cleaning	Revenue Budget of the Department
34	Deptt. of Geography	1	Sweeping & Cleaning	Revenue Budget of the Department
35	Deptt. of Philosophy & Comparative Religion	1	MTS	Revenue Budget of the Department
36	Bhasha Bhavana	2	Sweeping & Cleaning	Revenue Budget of the Bhavana
37	Center for Endangered Languages	1	MTS	CFEL Budget Head
38	Hindi Bhavana	1	Sweeping & Cleaning	Revenue Budget of the Bhavana
39	Department of Bengali	1	Sweeping & Cleaning	Revenue Budget of the Department
40	P.M. Hospital	1	Ward Master	Additional provision for payment of Wages for Contract workers incurred from Recurring
41	P.M. Hospital	9	1 Security-cum-Peon-cum-Medical Attendant + 1 Attendant-cum- Dresser + Seven (07) man-power per day from Adibasi Mahadal for Sweeping & Cleaning purpose	Additional provision for payment of wages for contractual workers incurred from recurring
42	Rabindra Bhavana	2	1 MTS + 1 Mopper	1 MTS Additional provision for payment of Wages for Contract workers incurred from Recurring & 1 Mopper from "Rabindra Bhavana Including Uttarayan"
43	Patha Bhavana	3	Hostel related works	Revenue Budget of the Patha Bhavana
44	Garden Section	62	Cleaning & Up-Keep	House keeping of Bhavanas and campus common area

ADMINISTRATION SECTION



Sl. No	Bhavana/ Department/ Office	Total No. of	Type of Engagement	Wages to be charged from Budget Head
45	Watch & Ward Section	2	(i) 1 Computer & CCTV related works (ii) 1 Security cum care taker	(i) 1 Revenue Budget of Watch & Ward Section (ii) 1 Vital Instalation for Security
46	Kala Bhavana	3	MTS	Revenue Budget of the Bhavana
47	Sangit Bhavana	5	2 Gardeners + 2 Sweepers & Cleaners + 1 in Library	Revenue Budget of the Bhavana
48	Rabindra Sangit Gaveshana Kendra	2	Sweeping & Cleaning	Revenue Budget of the Kendra
49	Siksha Bhavana	2	2 Sweepers	Revenue Budget of the Bhavana
50	Department of Computer & System Sciences	1	MTS	Revenue Budget of the Department
51	Deptt. of Biotechnology	3	Office & Laboratory work	Revenue Budget of the Department
52	Integrated Science, Education & Research Center	2	1 Attendant-cum-Peon + 1 Peon-cum-Sweeper	i) 1 Worker from Additional provision for payment of Wages for Contract workers incurred from Recurring & ii) 1 Worker from Revenue Budget of the Department
53	Department of Physics	1	Sweeping & Cleaning	Revenue Budget of the Department
54	Department of Chemistry	1	Cleaning	Revenue Budget of the Department
55	Department of Zoology	3	1 Cleaning Toilets & Sarroundings + 1 Peon + 1 Laboratory technician	Revenue Budget of the Department
56	Department of Botany	2	1 Gardener + 1 in Laboratory	i) 1 Worker from Additional provision for payment of Wages for Contract workers incurred from Recurring and ii) 1 Worker from Revenue Budget of the Department
57	Department of Statistics	1	Cleaning & Sweeping Purpose	Revenue Budget of the Department
58	Deptt. of Mathematics	1	Cleaner	Revenue Budget of the Department
59	Vinaya-Bhavana	1	Female Sweeper	Revenue Budget of the Bhavana
60	Deptt. of Physical Education & Sport Science	2	MTS	Revenue Budget of the Department
61	Deptt. of Yogic Art & Science	2	MTS	Revenue Budget of the Department
62	PSNS	1	Pump Operator	Fund recived towards monthly contribution from the users of the swimming pool.

ADMINISTRATION SECTION



Sl. No	Bhavana/ Department/ Office	Total No. of Workers	Type of Engagement	Wages to be charged from Budget Head
63	PSNS	21	7 Sports Trainers + 12 Technical Grounds Men + 1 Office Superintendent-cum-Coaches + 1 Coaches	Additional provision for payment of Wages for Contract workers incurred from Recurring
64	Palli Siksha Bhavana	10	Farm Workers	Weed Control and Agricultural Farm
65	Palli Siksha Bhavana	1	Office Worker	Revenue Budget of the Bhavana
66	Palli Siksha Bhavana	3	MTS	Weed Control & Agricultural Farm
67	Deptt. of Horticulture & Post Harvest Technology , PSB	1	Laboratory related work	Additional provision for payment of Wages for Contract workers incurred from Recurring
68	Deptt. of Agronomy, PSB	1	Office Worker	Revenue Budget of the Department
69	Department of Genetics and Plant Breeding	1	Sweeping,Cleaning, Laboratory related work and others job.	Revenue Budget of the Department.
70	Deptt. of Animal Science, PSB	4	Work at Dairy and Poultry Farm	Additional provision for payment of Wages for Contract workers incurred from Recurring
71	Palli Samgathana Vibhaga	1	MTS	Revenue Budget of the Vibhaga
72	Department of Lifelong Learning & Extension, PSV	1	MTS	Revenue Budget of the Department
73	Deptt. of Rural Studies, PSV	1	Cleaner-cum-Sweeper	Revenue Budget of the Department
74	Siksha Satra	3	(i) 1 Female Worker + (ii) 1 Sweeping cleaning & other works+ (iii)1 Laboratory attendant	(i) worker from Additional provision for payment of Wages for Contract workers incurred from Recurring, (ii) & (iii)workers from Revenue budget of Siksha-Satra.
75	Granthana Vibhaga, Kolkata	1	Book Stall at Chatak, Santiniketan	Additional provision for payment of Wages for Contract workers incurred from Recurring
76	Deptt. of Sanskrit, Pali & Prakrit	1	Office Worker	Revenue Budget of the Department
77	Indira Gandhi Centre	1	Office Worker	Revenue Budget of the Department
78	Sanitation Section	7	Cleaning & Up-Keep	Revenue Budget of the Department
79	RTI Cell	1	MTS (Joined on -19.12.2022)	Additional provision for payment of Wages for Contract workers incurred from Recurring
Total		399		