



VISVA-BHARATI  
SANTINIKETAN

Ref.No. V.B./EST-II/33  
The Joint Registrar (Accounts)  
Visva-Bharati

Date: 10/07/2024

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

This is to inform you that the competent authority has been pleased to approve encashment of 10 days earned leave as admissible for availing LTC journey in favour of the following employees.

It may please 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 of these employees are to be adjusted within a maximum period of three (03) months from the date of completion of journey.

Details are given below:-

Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment	Previously Availed (No.)
1.	Dr. Ananda Mohan Das, Senior Medical Officer, P.M. Hospital, V.B.	1999027	Srinagar	26/03/2024-04/04/2024	03
2.	Sri Arup Bhattacharya, Assistant Lecturer-II, Siksha-Satra, V.B.	2005037	Bangalore	19/05/2024-26/05/2024	03
3.	Prof. Ganesh Ch. Malik, Department of Agronomy, Palli Siksha Bhavana, V.B.	2003009	Panaji	31/05/2024-06/06/2024	05
4.	Sri Jayanta Kumar Chatterjee, Associate Professor, Department of Animal Science, Palli Siksha Bhavana, V.B.	1994033	Pelling	07/05/2024-13/05/2024	05
5.	Sri Manas Kumar Dutta, former Sr. Technical Assistant, Department of Lifelong Learning & Extension (REC), Palli Samgathana Vibhaga, V.B.	1990071	Burdwan	24/06/2024-24/06/2024	01
6.	Sri Partha Mukherjee, Section Officer, Internal Audit Office, V.B.	1988073	Chennai	09/06/2024-16/06/2024	04
7.	Sri Prasun Kanti Das, System Programmer, Computer Centre, V.B.	2007021	Sonmarg	20/05/2024-29/05/2024	03
8.	Prof. Souvik Ghosh, Department of Agricultural Extension, Palli Siksha Bhavana, V.B.	2013033	Leh	05/06/2024-11/06/2024	02

Necessary steps may please be taken accordingly.

  
10/07/2024  
Deputy Registrar (Establishment)  
Visva-Bharati

Copy to:-

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