

Memo no: - Estate/QT- 8/124/24-25

Date: 11-06-2024

**Sub: Circular for Allotment of Quarters**

The undersigned is directed to notify that the following allotments have been approved by the Administration on 10-06-2024 in favour of the following University employees of Visva Bharati.

All allottees are requested to contact this office for clarifications, if any, and also to send the duly filled-in and signed information sheet (as enclosed) as a token of acceptance within **seven working days** from the date of issuance of this circular.

The allottees are also requested to contact the Junior Engineer (Electrical), Santiniketan / Sriniketan for finalization of the electric metre reading before occupying/ vacating quarters.

Ref:- Circular no: Estate.QT-3/65/23-24 dated 06-05-2024

**ACADEMIC QTRS:**

Sl.No	Name of allottees	Designation & Dept /Office	Particulars of Quarters
1.	DR. UMALAXMI THINGUJM, ID No 2021018, M:- 8787588620	Assistant Professor Soil Science, PSB	A Type Qtr no 2, Dakshinpalli, IGCNI Vacated by Anirban Sircar
2.	DR. SUBHRADEEP PRAMANIK I.D.no- 2023376 M- 9432144960	Assistant Professor Education Vinaya- Bhavana,	B Type Qtr no 17, Ratanpalli, Vacated by Dr.Tapan Soren

**NON-ACADEMIC QTRS:**

Sl.No	Name of allottees	Particulars of Quarters
3.	SUMALYA SARKAR, SEVAK, ID No 2000019, PHYSICS Department, M- 8906732404	C-type qtrs. no 1/A Ratanpalli vacated by Sourav Ganguly
4.	SUBHADIP KONAR, MTS, ID No- 2023137, Development Section, M- 9933767960	LSS qtrs.no.-25, Vinaya-Bhavana, vacated by Chhabi Hazra
5.	TANOY PRAMANIK, MTS ID No 2023279 Accounts Office Mobile no 7031275788	D-type qtrs. no 17 Sevapalli, vacated by Debidas Karmakar
6.	KISHAN KUMAR, MTS, ID No- 2023195, Biotechnology, Siksha-Bhavana, M- 7366025977	LSS qtrs.no.-31, Vinaya-Bhavana, vacated by Basantalal Roy
7.	AKASH KUMAR, MTS , ID No 2023379, Proctor Office, Mobile no 9852350672	C-type qtrs. no 27 Dakshinpalli vacated by Lakshmi Barik
8.	MRINMOY BASAK, MTS, ID No 2023053, Biotechnology, Siksha-Bhavana, M- 8509159066	C-type qtrs. no 24 Sevapalli vacated by ASI
9.	ANIL BARPETE, MTS, ID No 2023271, Engineering Section, Mobile no 9179816929	Non-Classified qtr. No-23 vacated by Gopan Bhattacharya

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11/6/24

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Sl.No	Name of allottees	Particulars of Quarters
10.	DEBPRATIM SAHA, MTS, ID No 2023379, Legal Cell, Mobile no 9832590163	LSS Qtr no 21, Vinaya Bhavana, vacated by Laltu Mandal
11.	PRADEEP KUMAR, MTS, ID No 2023150, Central Purchase Section, Mobile no 9634999401	C-type qtrs. no 28 Dakshinpalli vacated by Manabendu Pal
12.	KALYAN MONDAL, MTS, ID No 2023243, Philosophy & Comparative Religion, Mobile no 8372921742	D-type qtrs no-09, Dakshinpalli, vacated by Ram Kumar Roy
13.	VINOD KUMAR, MTS, ID-2023113, Horticulture M -7003194792	Non-Classified qtr. No-22 vacated by Aniruddha Bhattacharya

**Relevant portions of the Accommodation Rules:-**

A. If an employee fails to accept the allotment of residence made to him under the rules, within **SEVEN** days or fails to take possession of the residence after acceptance, **within 30 days** from the date of receipt of the letter of allotment, he/she shall not be eligible for another allotment for a period of one year from the date of issue of allotment letter and the residence shall be allotted to the next eligible employee.

B. Where an employee who is in occupation of a residence is allotted another residence and he/ she occupies that residence, the allotment of the former residence shall be deemed to be cancelled from the date of occupation of the new residence. He may, however retain the former residence without payment of licence-fee for the day and the subsequent day of shifting.

C. Provided that if the former residence is not vacated by the subsequent day as aforesaid, the employee shall be liable to pay damage for use and occupation of the residence equal to the market licence-fee to be determined by the Accommodation Committee from time to time or double the penal licence-fee under **FR-45-B** with effect from the date he/she takes possession of the latter residence.

Joint Registrar (Estate)  
Visva-Bharati

*Amul*  
*11/6/24*

**Copy to:-**

- All allottees.
- Prof. N.C.Mondal, Chairman of Accommodation (Allotment) Sub- Committee, V.B.
- Prof. Ashok Kumar Sarkar-Member, PSV
- Prof. Goutam Kumar Das, Kala-Bhavana-Member
- Prof. Anil Kumar, Dep't of AIHC& A- Member
- Principal, Patha-Bhavana & Member
- University Engineer- with request to arrange for white-washing/minor repairing of the qtrs. Allotted
- Joint Registrar (Accounts), V.B.
- Assistant Engineer (Electrical) Santiniketan, V.B.
- Assistant Engineers (Electrical) Sriniketan, V.B.
- J. R. and C.S to the Vice-Chancellor, V.B.
- P.A to the Registrar
- In-Charge, Computer Centre, VB - Kindly uploads the allotment on Visva-Bharati web-site for wide circulation.**

Joint Registrar (Estate)  
Visva-Bharati

*Amul*  
*11/6/24*





To  
The Joint Registrar (Estate)  
Visva-Bharati



(Recent colour photograph)

Sir,  
I accept the allotment of qtrs no. \_\_\_\_\_ located at \_\_\_\_\_  
Vacated by \_\_\_\_\_. These are my particulars:-

INFORMATION SHEET FOR ALLOTTEES OF RESIDENTIAL QUARTERS.

Ref: - Allotment circular no: - Estate/OT-8/124/24-25 dated:- 11-06-2024

1. Name (in block letters) & Telephone no:
2. ID No.
3. Category: SC/ST/OBC/PH/General:
4. Permanent Address (including home state, District, P.O., P.S.):
5. Date of Birth:
6. Date of entry in Visva-Bharati Service:
7. Date of confirmation against a permanent post:
8. Present Designation and place of posting:
9. Present Pay Scale.
10. Date of superannuation:
11. Name of husband/wife:
12. Does the husband/wife reside in an accommodation provided by Gov't /PSU/  
Autonomous body? If yes give details.
13. Details of dependents (except spouse):

Name

Age

Relationship

14. Whether it is a new allotment or a change of residence of the same type or higher type of residence:

15. Particulars of the existing University residence, if any, already allotted:



16. A) whether the applicant or his parents/ wife/ her husband/ children including step Children and legally adopted children /brothers / sisters own a house within 5 km. of the applicants place of duty: Yes/No

B) If the reply to the above is in the affirmative, indicate –

i) Location of the house, house number and street etc -----

ii) Relationship with the owner -----

iii) Whether the owner is residing with is wholly dependent upon the applicant -----

#### DECLARATION

I hereby declare that I shall abide by the rules governing the allotment of residential quarters of the University and state that the particulars given by me above are correct and that allotment to be made to me or already made shall be subject to these rules and subsequent amendments, if any.

If subsequent to the allotment of the University accommodation I/ my wife/ husband or any dependent child (including step child and legally adopted child) or father, mother, brother or sister residing with and wholly dependent on me constructs a house or otherwise becomes owner in full or in part of a house located within 5 km. of the place of my duty, I shall notify the fact to the Registrar within a period of four weeks from the date on which I myself or such family member becomes owner the house.

Signature of the applicant with date

NB: If there is any break in service indicate the date of commencement of the existing continuous service. Not more than one change is allowed in respect of one type of residence allotted to the employee.