



VISVA-BHARATI
SANTINIKETAN
OFFICE ORDER

The following re-arrangement of duties is made in the interest of the University with immediate effect.

Sl. No.	Name & Designation	From	To
01.	Miss Tina Roy MTS (Employee Code No. 2023088)	Central Library	Amrapali Girls Hostel (Office of the Proctor)
02.	Miss Shilpa Basak MTS (Employee Code No. 2023157)	Department of Physics	Khoai Girls Hostel and Maitree Girls Hostel (Office of the Proctor)
03.	Miss Mousumi Pan MTS (Employee Code No. 2023264)	Accounts Office	Sree Sadana Girls Hostel and Birla Girls Hostel (Office of the Proctor)
04.	Miss Sangbrita Mandal MTS (Employee Code No. 2023191)	Siksha Bhavana	Ananda Sadana Girls Hostel and Pratima Girls Hostel (Office of the Proctor)
05.	Miss KM Priyanka Devi MTS (Employee Code No. 2023233)	PSB Library	Vinaya Bhavana Girls Hostel and Sriniketan Girls Hostel (Office of the Proctor)
06.	Miss Babli Das MTS (Employee Code No. 2023188)	Khoai Girls Hostel and Maitree Girls Hostel	Patha Bhavana Girls Hostel (Office of the Principal, Patha Bhavana)
07.	Shri Raj Ghosh MTS (Employee Code No. 2023372)	Examination Section	Office of the Nodal Officer, SAMARTH
08.	Shri Dharendra Kumar Upadhyay MTS (Employee Code No. 2024001)	Registrar's Office	IQAC (Office of the Coordinator, IQAC)

The concerned controlling officers are requested to release the above incumbents immediately to enable them to join their new place of posting. The joining reports may be sent to the undersigned through controlling officers.

No- Estab/E-III/O.2

Date- 06/11/2024

To,
Persons(s) concerned (08)

Copy forwarded for information and necessary action to:-

1. Directors/Principals of all Bhavanas/Vibhaga
2. Head of all Departments/Centres/Sections
3. Finance Officer/Joint Registrar (Accounts)/Internal Audit Officer
4. Deputy Registrar (Establishment)/Joint Registrar & CS to Upacharya
5. Proctor/Dean of Student Welfare/Chief Medical Officer/In-charge of Security/University Engineer (Offg.)
6. Assistant Registrar (Meeting)/Assistant Registrar (Establishment)/Assistant Registrar (SC/ST Cell)
7. Section Officer (E-I/II/III/File Section/SC/ST Cell)
8. Coordinator, Admission Cell/In-charge Samarth portal
9. In-Charge, Hindi Cell – with a request to translate it into Hindi and arrange to uplaode in the University Website
10. P.A. to Registrar
- ✓ 11. In-charge, Computer Centre – You are requested to uplaode the order in the Website
12. Personal File (08)

Registrar (Acting)
Visva-Bharati

कुलसचिव (कार्यवाहक)
विश्वभारती
Registrar (Acting)
Visva-Bharati