

गणित सदन / Computer Centre
विश्वभारती / Visva-Bharati
सारांश सं./Docket No.238
तिथि/Date17.11.16


**VISVA-BHARATI
SANTINIKETAN**

OFFICE ORDER

The undersigned is directed to convey that the Upacharya, subject to ratification by the Karma-Samiti (Executive Council), is pleased to appoint Smt. Sutapa Majumder, Assistant Lecturer, Mrinalini Ananda Pathshala, Patha-Bhavana as Adhyapika-In-Charge (Officiating) of the Mrinalini Ananda Pathshala, Patha-Bhavana, Visva-Bharati with effect from the date of her joining until further order.

Smt. Sutapa Majumder is requested to send joining report to the undersigned through proper channel.

Memo No. Estab / E-I / AOH & IC / 2016-17/26
Date: 11-11-2016


Registrar (Acting)
Visva-Bharati

1) Sm. Sutapa Majumder, Assistant Lecturer, Mrinalini ananda Pathshala, Patha-Bhavana.

Copy forwarded for information & necessary action to:-

- 1) Pro-Vice-Chancellor / Directors / Principal, Patha-Bhavana
- 2) All Heads of Departments / Centres / Sections / Adhyapika-In-Charge (MAP)
- 3) Joint Registrar-(Examinations) / Deputy Registrar-(Academic & Research)
- 4) Proctor & Chairman, (HMC) / Dean / Deputy Dean of Students Welfare
- 5) Finance Officer /JFO / All Joint Registrars / Deputy Registrars / Assistant Registrars
- 6) Accounts Officer
- 7) Chief Medical Officer / Chief Security Officer / University Engineer
- 8) Internal Audit Officer
- 9) Hindi Officer- [With a request to translate it into Hindi and arrange to upload in the University Website]
- 10) C.S to Upacharya / P.A. to Registrar
- 11) Section Officer (Meeting) - for placing it for ratification of the E.C.
- ✓ 12) University Web-Master- Please upload it in the University Website
- 13) Personal file