



Visva-Bharati
Santiniketan

OFFICE ORDER


Shri Anirban Sircar, Assistant Registrar in-Charge of Public Relations, Guest Houses and Central Transport Cell, shall act as In-Charge of Function and Festival Unit of the University in addition to his existing assignments, until further order.

The expenditure relating to functions and festivals to be organized by Karmi Mandali and Karmi Sangha shall be met out of the fund allocated under the revenue budget head 'Matching Grant Festival Expenses (Santiniketan and Sriniketan)' and all bills to this effect shall be processed by and through the Assistant Registrar in-Charge, Function and Festival Unit of the University. Secretaries and members of the Karmi Mandali and Karmi Sangha shall render necessary assistance to him as regards processing of bills and managing expenditure.

This comes into force with immediate effect.

This issues in supersession of all earlier orders to this effect.

Memo No. REG/O.O./89/214
Dated: 10.10.2020


10/10/2020
Registrar(Acting)
Visva-Bharati

Copy forwarded for information and necessary action to:

1. Finance Officer
2. Joint Registrar (Accounts)
3. All Joint Registrars/Deputy Registrars/IAO/UE/Assistant Registrars
4. Deputy Registrar(Administration)
5. Deputy Registrar and C. S. to the Vice-Chancellor
6. Sri Anirban Sircar, Assistant Registrar in-Charge of Public Relations, Guest Houses and Central Transport Cell
7. Secretary, Karmi Mandali/Karmi Sangha
8. P. A. to Registrar
9. University Webmaster - To upload it in the University Website.