



VISVA-BHARATI  
SANTINIKETAN

Ref.No. V.B./EST-II/33

Date: 25/02/2017

The Accounts Officer  
Visva-Bharati

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

With reference to the above, the undersigned is directed to convey that the competent authority has been pleased to approve towards encashment of 10 days earned leave as admissible for availing LTC journey in favour of the following employee.

It may further 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 are to be adjusted within a maximum period of three (3) 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
1.	Smt. Archana Banerjee, Helper-I, Vinaya-Bhavana Girl's Hostel, V.B.	2002016	Andaman	19/09/2016-27/09/2016
2.	Prof. Arun Kumar Mondal, Deptt. of Sanskrit, Bhasha-Bhavana, V.B.	1986032	Bangalore, Mysore	22/12/2016-01/01/2017
3.	Sri Atanu Saha, Store Khalashi, Development Section, (Engg. Section), V.B.	1989010	Surat, Shirdi	24/12/2016-04/01/2017
4.	Prof. Mridula Ray, Deptt. of Sanskrit, Bhasha-Bhavana, V.B.	1986031	Bangalore, Mysore	22/12/2016-01/01/2017
5.	Sri Mukti Pada Singh, Sr. Asstt., P.S.B., V.B.	1990007	Ahmedabad	09/01/2017-21/01/2017
6.	Prof. Nanda Dulal Mukherjee, Deptt. of Painting, Kala-Bhavana, V.B.	1985019	Kanyakumari	05/12/2016-17/12/2016
7.	Sri Narayan Chandra Sarkar, Asstt. Professor, Deptt. of Agronomy, P.S.B., V.B.	2013004	Ooty	28/12/2016-07/01/2017
8.	Sri P.Mukunda Kumar, Asstt. Professor, RSDD, Sangit-Bhavana, V.B.	2004056	Palakkad	20/12/2016-06/01/2017

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Sl. No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
9.	Prof. Pranab Kanti Basu, Deptt. of Economics & Politics, Vidya-Bhavana, V.B.	2005003	Kolkata (H.T.)	17/12/2016-19/12/2016
10.	Sri Pranab Kumar Roy, System Programmer, Computer Centre, V.B.	1989040	Andaman	22/01/2017-01/02/2017
11	Prof. Sruti Bandyopadhyay, RSDD, Sangit-Bhavana, V.B.	2014018	Gujrat	23/12/2016-04/01/2017
12.	Sri Sudarsan Biswas, Associate Professor, Physical Education, V.B.	2010008	Dumdum	24/12/2016-01/01/2017
13.	Sri Yudhisthir Das, Sr. Asstt., R/O.(AccountsOffice), V.B.	1996004	Kunchli (H.T.)	06/01/2017-08/01/2017

Necessary steps may please be taken accordingly.

Copy to:-

1. Person concerned(13)
2. Guard file
3. Personal file
4. Hindi Officer, Hindi Cell
5. University Webmaster- Kindly upload it in the University website

Joint Registrar  
(Establishment)

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