



VISVA-BHARATI  
SANTINIKETAN

OFFICE ORDER

The undersigned is to convey that the following transfer is made in the interest of the University.

Sl. No.	Name & Designation	From	To
1.	Shri Subrata Patra Senior Assistant ID No. 1988151	Kala-Bhavana	Examination Section
2.	Shri Sumanta Karmakar Office Assistant ID No. 2008028	Engineering Section	Examination Section

They will perform their duties under the control of Joint Registrar (Examinations) and be assigned duties related to NAD and / or any other duty as may be assigned by the Joint Registrar (Examinations) from time to time.

Head of the Departments concerned is requested to release the above incumbent immediately to enable them to join the new place of posting. The joining report may be sent to the undersigned through the Head of the Department concerned within three days from the date of issuance of this office order.

No- Estab/DR/OO/ 237  
Date- 02/06/2018

Registrar (Acting)  
Visva-Bharati

To,  
1. Person concerned | Through Head of the  
| Department concerned

**Copy forwarded for information and necessary action to:**

1. Principal, Kala-Bhavana
2. Finance Officer
3. Joint Registrar (Accounts)
4. Joint Registrar (Examinations)
5. Joint Registrar (Establishment)
6. University Engineer
7. CS to Vice-Chancellor
8. PA to Registrar
9. Pay Fixation Cell
10. Hindi Officer – to translate into Hindi and arrange to upload in the University website
11. University Webmaster – to upload in the University Website
12. Personal File(s)