



**VISVA-BHARATI
SANTINIKETAN**

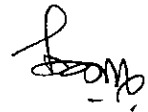
NOTIFICATION

The undersigned is to convey that the Upacharya has been pleased to approve the following as austerity measures in compliance with the communication made by the Secretary (Expenditure), Ministry of Finance, Department of Expenditure, Govt. of India vide Office Memorandum No.7(1)/E.Coord./2014 dated 29.10.2014;

1. All transports/cars/Jeeps etc. of the University will be brought to the Transport Section of the University centrally under one umbrella.
2. The Department(s) having requirement of any transport facility for the purpose of field work, may send an indent to the Transport Section. Such Department(s) shall have to pay for fuel charges for availing transport facilities and remuneration to the Driver performing extra work/duty beyond office hours from their respective departmental budget.
3. Vehicle(s) will be provided subject to its availability. No Department will handle vehicles at their end.
4. Transport Section will have the overall control of Drivers, vehicles, deployment of Drivers, maintenance of vehicles, payment of statutory taxes etc.
5. No dedicated vehicle will be provided to the Controller of Examination, Chief Security Officer. The Examination Section may avail Central pool vehicle during Examinations.
6. The vehicles currently under control of the Principal, Palli Siksha Bhavana and Head, Palli Charcha Kendra are withdrawn and put under general pool in Transport Section. If any vehicle is required, an indent to this effect may be sent to the Transport Section of the University.

This comes into force with immediate effect.

Memo No. Reg/Notifi/156
Date : 21.11.2014


Registrar
Visva-Bharati

Copy to :

1. All Provosts/Directors/Adhyakshas of all Bhavanas/Vibhagas
2. Heads of all academic and administrative Departments/Offices
3. Controller of Examination
4. Finance Officer
5. Internal Audit Officer
6. Joint Registrar (Establishment)
7. Deputy Registrar, Accounts
8. Deputy Registrar & C. S. to Vice-Chancellor
9. Chief Security Officer
10. In-Charge, Transport Section
11. P. A. to Registrar
12. University Webmaster – to upload it on the University Website
13. Section Officer, Meeting Section