



VISVA-BHARATI
SANTINIKETAN


NOTIFICATION

In terms of the decision taken in a meeting held on 16-09-2020 under the Chairmanship of Vice-Chancellor, the undersigned is directed to convey for information of all concerned that the Casual Labourers with Temporary Status (CLTS) rendering services at various Bhavanas/Departments/Centers/ Offices/Sections of the University are entitled to avail one (01) day leave against every ten (10) working days with effect from the date of meeting i.e.16-09-2020. The C.L.T.S. shall submit application for leave in prescribed format (attached) for granting it by his/her Controlling Officer and the said application duly granted by his/her Controlling Officer shall be sent to the Office of the undersigned in the months of June and December every year positively.

This issues with the approval of the competent authority for compliance.

Encl: As stated.

No.Admn./G/N-5/ 1538
Date: 24/09/2020


24/09/2020
Deputy Registrar
(Administration)
Visva-Bharati

To:

01. All Directors, Adhyakshas of Bhavanas/Vibhagas
02. Heads of all Academic and Administrative Deptts/Centres/Offices/Sections
03. All Joint Registrars/Deputy Registrars/Assistant Registrars
04. Deputy Registrar & Confidential Secretary to the Vice-Chancellor
- ✓ 05. University Webmaster: To upload it in the University Website
06. Hindi Officer : To translate it into Hindi and arrange to upload the same in the University Website.
07. Section Officer (Administration)
08. P.A. to Registrar.
09. Shri Debashis Roy, (Administration)



বিশ্বভারতী
শান্তিনিকেতন

বিশ্বভারতীর _____ মহাশয়ের সমীপে

_____ মাধ্যমে

আমি, শ্রী / শ্রীমতি _____

_____ তারিখ হইতে _____ তারিখ পর্যন্ত মোট

_____ দিনের ছুটির আবেদন করিতেছি,

কারণ _____

আমি _____ তারিখে যথসময়ে কার্যে যোগদান করিব / করিয়াছি।

তারিখ: _____

_____ আবেদনকারীর পুরা স্বাক্ষর


_____ বিভাগ

ছুটির হিসাব:

ইতিপূর্বে মঞ্জুরীকৃত	পাওনা	বিভাগীয় প্রধানের মন্তব্য

তারিখ: _____

বিভাগীয় প্রধান

 24/09/2020