



VISVA-BHARATI  
SANTINIKETAN


**OFFICE ORDER**

The undersigned is directed to convey that the Upacharya has been pleased to approve the following for implementation :

Deputy Registrar (Estate) shall hence forth be Controlling Officer for the following Budget heads :

- (i) Housekeeping of Bhavanas & Campus Common Area  
(including water bodies)
- (ii) Rabindra Bhavana Garden, Lipika Garden (including Malancha)

No. Reg/OO/89/79  
Date: 10.04.2015

  
Finance Officer  
Visva-Bharati

**To :**

1. Director, Physical Education, Sports, National Service & Students' Welfare
2. Deputy Registrar, Estate

**Copy to :**

1. Pro-Vice Chancellor/All Provosts/Directors/Adhyakshas of Bhavanas/Vibhagas
2. Heads of all Academic and Administrative Departments/Centres/Offices
3. Finance Officer
4. Proctor
5. Internal Audit Officer
6. Deputy Registrar, Accounts
7. Joint Registrars/Deputy Registrars/Assistant Registrars
8. C. S. to Vice-Chancellor
9. Assistant Registrar, Office of the Pro-Vice Chancellor
10. Overseer, Garden Section
11. Superintendent, Garden Section
12. P. A. to the Registrar
13. University Webmaster - to upload it on the University Website