



VISVA-BHARATI
SANTINIKETAN

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

Date:21/01/2018

The Joint Registrar(Accounts)
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.	Sri Anil Kumar Das, Sr. Machineman, Santiniketan Press, V.B.	1999016	Puri	07/12/2017-11/12/2017
2.	Prof. Aparna Roy, Deptt. of Bengali, V.B.	2008003	Serampore	26/12/2017-07/01/2018
3.	Smt. Bula Singh, Asstt. Professor, Deptt. of Chemistry, V.B.	2007044	Nainital	22/11/2017-30/11/2017
4.	Smt Jolly Basak, Asstt. Professor, Deptt. of Biotechnology, V.B.	2009011	Simla	15/12/2017-21/12/2017
5.	Sri Meghnath Singh, Office Asstt., Academic & Research,(Registrar's Office), V.B.	1988103	Kolkata	23/12/2017-25/12/2017
6.	Sri Monojit Gayen, Sr. Asstt., Kala-Bhavana, (Rexamination Section), V.B.	1991040	Kolkata	23/12/2017-25/12/2017
7.	Prof. Mrinal Kanti Mandal, Deptt. of Bengali, V.B.	1996027	Bakkhali	24/12/2017-29/12/2017
8.	Sri Pralay Bisi, Office Asstt., Accounts' Office, V.B.	1993014	Chuchura	22/12/2017-23/12/2017
9.	Sri Rabindranath Ghosh, Sr. Asstt., Examination Section, (G.V), V.B.	1986092	Raipur, Burdwan	18/12/2017-21/12/2017
10.	Sri Rajendra Balmiki, Lab. Asstt., Deptt. of Botany, V.B.	2001113	Mahenswar, Rajasthan	27/12/2017-02/01/2017
11.	Sri Ramkrishna Sarkar, Office Asstt., Examination Section, (P.S.B.), V.B.	1990065	Haridwar, Mussaurie	24/12/2017-31/12/2017

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Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
12	Prof. Sabujkoli Sen, Dorector, S.E.I.&R.R., V.B.	1985039	Amarkantak	13/12/2017-20/12/2017
13.	Sri Sudarsan Biswas, Associate Professor, Physical Education, V.B.	2010008	Kodai Kanal	24/12/2017-02/01/2018
14.	Sri Tapas Kumar Chandra, Jr. Office Asstt., IAO Office(P.S.B.)V.B.	1981015	Kolkata	14/12/2017-15/12/2017
15.	Sri Tapan Kundu, Office Asstt.,Registrar's Office(Engineer Office), V.B.	1988107	Kolkata	11/12/2017-12/12/2017

Necessary steps may please be taken accordingly.

- Copy to:-
1. Person concerned(15)
 2. Guard file
 3. Personal file
 4. Hindi Officer, Hindi Cell
 5. University Webmaster- Kindly upload it in the University website

Joint Registrar
(Establishment)

20/1/18
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