



VISVA-BHARATI
SANTINIKETAN

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

Date: 17/09/2016

The Accounts Officer
Visva-Bharati

Sub: Approval towards encashment of 10 days earned leave prior to commencement of LTC journey

Ref.V.B./EST-II/22 dt.26/09/2013

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 before proceeding on LTC journey in favour of the following employees subject to the condition that an undertaking to be obtained from the concerned employees prior to disbursement of the amount in terms of the above noted Reference No. issued in favour of Deputy Registrar (Accounts) earlier.

Details are given below:-

Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
1.	Sri Debabrata Hazari, Asstt. Librarian, Central Library, V.B.	1991034	Kaziranga	05/10/2016-12/10/2016
2.	Sri Dilip Kumar Mondal, Sr. Asstt., Aca & Research Section, V.B.	1994005	Andaman	24/09/2016-30/09/2016
3.	Sri Jagannath Hazra, Office Asstt., Accounts Office, V.B.	1997089	Andaman	23/09/2016-01/10/2016
4.	Sri Nanda Kumar Roy, Sr. Laboratory Asstt., Patha-Bhavana, V.B.	1980001	Vizag-Araku	14/09/2016-22/09/2016
5.	Sri Nityananda Das, Semi Professional Asstt., P.S.V.Library, V.B.	2001047	Andaman	23/09/2016-02/10/2016
6.	Sri Prabir Dey, Office Asstt., Environment Studies, Siksha-Bhavana, V.B.	1996052	Andaman	18/09/2016-25/09/2016
7.	Sri Sanjoy Kumar Datta, System Programmer, Computer Section, V.B.	1989036	Andaman	21/09/2016-29/09/2016
8.	Sri Santosankar Dasgupta, Sr. System Analyst, Computer Centre, V.B.	1989032	Delhi	08/10/2016-12/10/2016
9.	Smt. Sonali Ganguly, Asstt. Lecturer, Patha-Bhavana, V.B.	1999004	Kaziranga	05/10/2016-12/10/2016
10.	Sri Subhas Hazra, Security Guard, Aca & Research Section, V.B.	1986096	Andaman	24/09/2016-30/09/2016

Necessary steps may please be taken accordingly.

Joint Registrar
(Establishment)

17.9.16
17/9

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1. Person concerned(10)
2. Guard file
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