



**VISVA-BHARATI  
SANTINIKETAN**

**OFFICE ORDER**

The undersigned is to convey that the following re-arrangement of official duties is made in the interest of the University with immediate effect.

<b>Sl.No.</b>	<b>Name &amp; Designation</b>	<b>From</b>	<b>To</b>
1.	Sri Ram Kumar Roy, Section Officer	Guest House	Rabindra Bhavana
2.	Sri Jagadish Sonar, Section Officer	SCT Cell	Examination Section
3.	Sri Sahadev Ghosh, Senior Assistant	Examination Section	Internal Audit Office
4.	Sri Paresh Patra, Senior Assistant	Deptt. of Social Work	Centre for Environmental Studies
5.	Sri Prabir Dey, Office Assistant	Centre for Environmental Studies	Social Work
6.	Sri Tinku Hazra, MTS	Watch and Ward Section	Office of the RTI Online Portal
7.	Sri Sudan Hazra, MTS	Siksha Bhavana Library	Bhasha Bhavana Office
8.	Sri Sentu Mahara, MTS	Palli Samgathan Vibhaga	Store & Purchase Section

Head(s) of the Department(s) concerned is/are requested to release the above incumbent(s) immediately to enable him/them to join the new place of posting(s). The joining report may be sent to the undersigned through the Head(s) of the Department(s) concerned.

No. REG/O.O/89/197  
Date: 05.10.2020

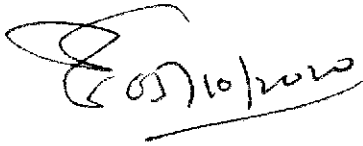
Registrar (Acting)  
Visva-Bharati

To,

**All Persons concerned : through Controlling Officers**

**Copy forwarded for information and necessary action to:**

1. All Directors/ Principals of all Bhavanas/ Vibhagas
2. Director, Rabindra Bhavana
3. Principal, Siksha Bhavana
4. Principal, Bhasha Bhavana
5. Principal, Palli Samgathan Vibhaga
6. All Heads of Academic and Non-teaching Departments/ Centres/ Sections
7. Prof.-in Charge, SCT Cell
8. Head, Deptt. of Social Work
9. Head, Centre for Environmental Studies
10. Prof.-in-Charge, Security
11. Nodal Officer, University Online RTI Portal
12. Finance Officer
13. Librarian (Acting), Central Library
14. Joint Registrar (Establishment)
15. All Joint Registrars/ Deputy Registrars/ IAO/ Assistant Registrars
16. Joint Registrar(Examination)
17. Deputy Registrar & CS to Vice-Chancellor
18. Internal Audit Officer
19. Hindi Officer – to translate into Hindi and arrange to upload in the University website
20. Assistant Registrar (in-Charge, PRO)
21. Assistant Registrar (In-Charge, Store & Purchase)
22. PA to Registrar
23. University Webmaster – to upload in the University Website
24. File

  
20/10/2020