

गणित्र सदन / Computer Centre
विश्वभारती / Visva-Bharati
सारांश सं./Docket No.153
लिथि/Date17-10-16



VISVA-BHARATI
SANTINIKETAN

Date:06 /10/2016

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

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 Ambarish Nandan, Asstt. Professor, Deptt. of Painting, Kala-Bhavana, V.B.	2001125	Sikkim	18/10/2016-29/10/2016
2.	Prof. Arun Kumar Barik, ASEPAN, P.S.B., V.B.	1996029	Kanyakumari-Chennai	05/10/2016-20/10/2016
3.	Sri Dilip Kumar Chatterjee, Sr. Asstt., E-I, V.B.	1985027	Bangalore	10/10/2016-25/10/2016
4.	Sri Rabindranath Panja, Pharmacist, P.M.H., V.B.	1987038	Andaman	27/10/2016-02/11/2016
5.	Smt. Samapti Samanta, Sr. Asstt., E-II, V.B.	2002013	Sikkim	18/10/2016-29/10/2016

Necessary steps may please be taken accordingly.

Joint Registrar
(Establishment)

PA
6-10-16

Copy to:-

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