



**VISVA-BHARATI
SANTINIKETAN**

OFFICE ORDER

The undersigned is to convey that consequent upon release of Shri Atul Prakash Trivedi from the post of Finance Officer, Visva-Bharati with effect from 07/01/2018 afternoon, the Upacharya, in terms of Statute 6(3) of the University, has been pleased to appoint Prof. Samit Ray as Finance Officer, Visva-Bharati in addition to his normal duties until further order.

Shri Atul Prakash Trivedi is requested to handover the charge of the office of the Finance Officer to Prof. Samit Ray and Prof Ray is requested to take over the said charge immediately with intimation to the undersigned.

No. Estab/DR/OO/ 208
Date: 07/01/2018

QW 7/1/18
Registrar (Acting)
Visva-Bharati

To,

1. Shri Atul Prakash Trivedi
2. Prof. Samit Ray

Copy forwarded of information and necessary action to:

1. Pro-Vice-Chancellor /All Directors/Principals of all Bhavanas/ Vibhagas
2. All Heads of Departments/ Centres
3. Finance Officer
4. Joint Registrar (Accounts)
5. All Joint Registrars/ JFO/Deputy Registrars/IAO/Assistant Registrars
6. C.M.O./C.S.O/U.E
7. CS to Vice-Chancellor
8. Assistant Registrar (Meeting) – for reporting to Karma-Samiti
9. PA to Registrar
10. Hindi Officer – to translate into Hindi and arrange to upload in the University website
11. University Webmaster – to upload in the University Website
12. File



VISVA-BHARATI
SANTINIKETAN

In terms of Office Order No. Estab/DR/OO/ 208 dated 07/01/2018 I, Shri Atul Prakash Trivedi hereby handover the charge of the office of the Finance Officer to Prof. Samit Ray, Department of Botany today on 7th January 2018 in the afternoon.

Sd/

Atul Prakash Trivedi

In terms of Office Order No. Estab/DR/OO/ 208 dated 07/01/2018 I, Prof. Samit Ray hereby takeover the charge of the office of the Finance Officer from Shri Atul Prakash Trivedi today on 7th January 2018 in the afternoon.

Sd/


Prof. Samit Ray

Memo No. Estab/DR/OO/209

Date: 07/01/2018

Copy forwarded of information and necessary action to:

1. Pro-Vice-Chancellor /All Directors/Principals of all Bhavanas/ Vibhagas
2. All Heads of Departments/ Centres
3. Finance Officer
4. Joint Registrar (Accounts)
5. All Joint Registrars/ JFO/Deputy Registrars/IAO/Assistant Registrars
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Joint Registrar (Establishment)

Visva-Bharati