

**VISVA-BHARATI
SANTINIKETAN**

Joining Report

The following person has taken over the charge as Head, Department of Botany, Siksha-Bhavana, Visva-Bharati from Professor Rup Kumar Kar, Department of Botany on 24-07-2018 forenoon. The details are furnished below.

Sl.No.	Name of the Person as HOD	Vide Office Order Memo No. & Date	Department / Bhavana	Date of Joining
1	Prof. Narayan Chandra Mandal (Department of Botany, VB)	Memo No. Estab / E-I / AOH & IC / 2018-19 Date:21-05-2018	Botany, Siksha- Bhavana	24-07-2018 (forenoon)

Memo No. Estab / E-I / AOH & IC / 2018-19 /
Date: 28-07-2018

Joint Registrar (Establishment)
Visva-Bharati

To

- 1) Prof. Narayan Chandra Mandal, Head, Department of Botany, Siksha-Bhavana
- 2) Prof. Rup Kumar Kar, Department of Botany, Siksha-Bhavana

Copy forwarded for information & necessary action to:-

- 1) All Directors / All Principals of Bhavana / Vibhagas
- 2) All Heads of Departments / Centres / Sections
- 3) Finance Officer / JFO / Joint Registrar-(Accounts) / IAO
- 4) Proctor & Chairman, (HMC)
- 5) Dean / Deputy Dean of Students Welfare
- 6) Chief Medical Officer / Chief Security Officer / University Engineer
- 7) All Joint Registrars / All Deputy Registrars / All Assistant Registrars
- 8) C.S to Upacharya
- 9) Assistant Registrar-(Meeting)
- 10) P.A. to Registrar
- 11) University Web-Master- Please upload it in the University Website
- 12) Personal file-(02)