



VISVA-BHARATI
SANTINIKETAN

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

Date: 21/11/2017

The Joint Registrar(Accounts)
Visva-Bharati

Sub: Approval towards encashment of 10 days earned leave for LTC journey

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 for availing LTC journey in favour of the following employee.

It may further be noted that 10 days leave encashment would be made to the employee who have submitted LTC final bills for adjustment.

It may be ensured that all LTC advances are to be adjusted within a maximum period of three (3) months from the date of completion of journey.

Details are given below:-

Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
1.	Sri Alok Bandyopadhyay, Asstt. Professor, Sangit-Bhavana, V.B.	1996037	Andaman	10/10/2017-17/10/2017
2.	Smt. Anjali Das(Pal), Asstt. Lectural, Siksha-Satra, V.B.	2013057	Kalyani	24/09/2017-02/10/2017
3.	Sri Angshuman, Biswas, Asstt. Engineer, V.B.	2009046	Coonoor	26/09/2017-04/10/2017
4.	Prof. Buddhadev Das, Sangit-Bhavana, V.B.	1988002	Goa, Mumbai	07/10/2017-14/10/2017
5.	Sri Jagabandhu Das, Sr. Laboratory Asstt., P.S.B., V.B.	1980051	Andaman	18/09/2017-26/09/2017
6.	Prof. K. Sunita Devi, Sangit-Bhavana, V.B.	1994017	Kanyakumari	19/09/2017-02/10/2017
7.	Sri Partha Pratim Roy, Dy. Librarian, P.S.B., V.B.	1983024	Arunachal Pradesh	02/10/2017-11/10/2017
8.	Sri Phanindra Nath Saha, Laboratory Asstt., P.S.B., V.B.	1984044	Andaman	18/09/2017-26/09/2017
9.	Sri Rabindra Nath Panja, Pharmacist, P.M.H., V.B.	1987038	Kanyakumari	13/10/2017-22/10/2017
10.	Sri Radha Raman Mandal, Laboratory Asstt., Deptt. of Botany, Siksha-Bhavana, V.B.	1997119	Andaman	18/09/2017-26/09/2017
11.	Sri Rajan. P., Accompanist, Sangit-Bhavana, V.B.	2011044	Palakkad	21/05/2017-06/06/2017
12.	Sri Sandeep Ganguli, Pharmacist, P.M.H., V.B.	1987029	Kanyakumari	13/10/2017-22/10/2017

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Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
13.	Sri Sanjib Kumar Das, Skilled Labour, Deptt. of Botany, Siksha-Bhavana,(P.S.B.), V.B.	2002041	Andaman	18/09/2017-26/09/2017
14.	Sri Sushobhan Adhikary, Curator, Kala-Bhavana	1983015	Agartala, Tripura	24/09/2017-01/10/2017
15.	Smt. Shyamali Ghosh, Office Asstt.Accounts Office	1997026	Nalhati	29/10/2017-01/11/2017

Necessary steps may please be taken accordingly.

Copy to:-

1. Person concerned(15)
2. Guard file
3. Personal file
4. Hindi Officer, Hindi Cell
5. University Webmaster- Kindly upload it in the University website

Joint Registrar
(Establishment)

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