

VISVA-BHARATI
SANTINIKETAN

Aca./R-6.3/1417 /2016-2017

Dated: 10/02/2017

Prof. Apurba Kumar Chattopadhyay
Co-ordinator
SAP-DRS Programme II
Department of Economics and Politics
Vidya-Bhavana, V.B.

Subject : Administrative approval for hiring of secretarial Assistance under UGC-DRS-SAP (Phase-II) Programme under Co-ordinator Prof. Apurba Kumar Chattopadhyay, Department of Economics and Politics, Vidya-Bhavana, Visva-Bharati.

This is to inform you, that your proposal for administrative approval for hiring of secretarial assistance in respect of ^{employees} mentioned below for the financial year 2016-2017 in connection with the above said programme has been approved by the university administration.

1. Sri Sunil Dwan, Accounts Office @ Rs. 5000/- per annum,
2. Sri Tapas Kumar Saha, Academic & Research, @ Rs. 5000/- per annum,
3. Sri Subrata Roy, Department of Economics & Politics, Vidya-Bhavana @ Rs. 5000/- per annum,

As proposed by you, the expenditure of secretarial assistance may be met out of the budget head "Hiring the Services of technical/industrial/secretarial assistance" of the said programme, subject to availability of fund.

Sd/-
Deputy Registrar
(Academic & Research)
Visva-Bharati

No. Aca.R-6.3/1417 /2016-2017

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Copy forwarded for information and necessary action to:

1. The Adhyaksha, Vidya-Bhavana, V.B..
2. The Head, Department of Economics and Politics, V.B.
3. The Accounts Officer, V.B.
4. The Internal Audit Officer, Visva-Bharati,
5. The University Webmaster- With a request to upload it on the university website.
6. Guard file

Deputy Registrar
(Academic & Research)
Visva-Bharati
10/2/17