

**VISVA-BHARATI
SANTINIKETAN**

OFFICE ORDER

Today it has been brought to the notice of the administration that a section of employees are preventing other employees from performing their duties.

It is hereby informed that the Heads of the Departments/ Centres/ Sections/ Units are requested to send absentee statement of employees as per rule to the undersigned.

Memo No.REG/O-O/89/77
Dated 16th December, 2014


Registrar
Visva-Bharati

- 1) All Provosts
- 2) All Directors
- 3) All Adhyakshas of all Bhavanas/Vibhagas
- 4) All Heads of the Department/Centres/Sections/Units
- 5) Chief Medical Officer, P.M. Hospital
- 6) Controller of Examinations
- 7) Finance Officer
- 8) All Joint Registrars/All Deputy Registrars/All Assistant Registrars
- 9) Chief Security Officer
- 10) University Engineer
- 11) CS to Vice-Chancellor
- 12) PA to Registrar