

Ref:

Date:26-10-2017

TO
The Registrar
Visva-Bharati

Subject: HOD charge Handover and Takeover at Bio-Technology Department, Visva-Bharati.

Sir,

In accordance with your memo dated 21-09-2017 (Memo No. Estab. / E-I / AOH & IC / 2017-18/ 20, I, Dr. Amit Roy, Associate Professor, Department of Bio-Technology, Visva-Bharati, hereby handover the charge of the Head, Department of Bio-Technology to Dr. Siba Prasad Adhikary, Professor, Department of Bio-Technology, Visva-Bharati in the afternoon of 26 October, 2017.

Sd/-
(Dr. Amit Roy) 26-10-2017
Associate Professor
Department of Bio-Technology
Siksha-Bhavana.

Sir,

In accordance with your memo dated 21-09-2017 (Memo No. Estab. / E-I / AOH & IC / 2017-18/ 20, I, Dr. Siba Prasad Adhikary, Professor, Department of Bio-Technology, Visva-Bharati, hereby takeover the charge of the Head, Department of Bio-Technology from Dr. Amit Roy, Associate Professor, Department of Bio-Technology, Visva-Bharati in the afternoon of 26 October, 2017.

Sd/-
(Dr. Siba Prasad Adhikary) 26-10-2017
Professor, Department of Bio-Technology
Siksha-Bhavana, Visva-Bharati

Forwarded by:

Sd/- Principal, Siksha-Bhavana
Date: 27-10-2017

Memo No. Estab. / E-I / AOH & IC / 2017-18/ 23

SANTINIKETAN

Date: 03-11-2017

To

- 1) Prof. Siba Prasad Adhikary, Head, Department of Bio-Technology, Siksha-Bhavana.
- 2) Dr. Amit Roy, Associate Professor, Department of Bio-Technology, Siksha-Bhavana.

Copy forwarded for information & necessary action to:-

- 1) Pro-Vice-Chancellor / 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)

Joint Registrar (Establishment)
Visva-Bharati