



VISVA-BHARATI
SANTINIKETAN

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

Date: 08/09/2016

The Accounts Officer
Visva-Bharati

Sub: Approval towards encashment of 10 days earned leave prior to commencement of
LTC journey

Ref.V.B./EST-II/22 dt.26/09/2013

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 before proceeding on LTC journey in favour of the following employees subject to the condition that an undertaking to be obtained from the concerned employees prior to disbursement of the amount in terms of the above noted Reference No. issued in favour of Deputy Registrar (Accounts) earlier.

Details are given below:-

Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
1.	Sri Bipad Taran Saha, Sr. Asstt, Registrar Office, V.B.	1990002	Kolkata	01/09/2016-03/09/2016
2.	Prof. Bipasha Raha, Deptt. of History, Vidya-Bhavana, V.B.	1994007	Shillong	08/09/2016-11/09/2016
3.	Sri Biro Kishore Pal, Peon, P.S.B. Library, V.B.	1979094	Andaman	17/09/2016-26/09/2016
4.	Sri Dilip Kumar Kar, Sr. Technician, Computer, V.B.	1983017	Delhi	20/10/2016-31/10/2016
5.	Prof. Madhabi Ruj, Deptt. of R.S.D.D., Sangit-Bhavana, V.B.	1997033	Rajasthan	22/10/2016-06/11/2016
6.	Sri Rajib Chakraborty, Semi Professional Asstt, P.S.B. Library, V.B.	2001055	Andaman	23/09/2016-02/10/2016

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Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
7.	Sri Ratan Kumar Ojha, Peon, Examination Section, V.B.	1995108	Buxer	04/10/2016-16/10/2016
8.	Sri Sreekanta Hazra, Security Guard, W & W, V.B.	1991021	Andaman	23/09/2016-03/10/2016
9.	Sri Sukumar Das, Professional Asstt, P.S.B.Library, V.B.	2001054	Andaman	18/09/2016-28/09/2016
10.	Prof. Sunil Kabiraj, Hindustani Classical Music, Sangit-Bhavana, V.B.	1993040	Rajasthan	22/10/2016-06/11/2016
11.	Prof. Swapan Raha, Deptt. of Mathematics, Siksha-Bhavana, V.B.	1988044	Shillong	08/09/2016-11/09/2016
12.	Sri Tarapada Pattanayak, Driver, C.T.C., V.B.	1986022	N.J.P.	26/10/2016-03/11/2016

Necessary steps may please be taken accordingly.

Joint Registrar
(Establishment)

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1. Person concerned(12)
2. Guard file
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