

**VISVA-BHARATI  
SANTINIKETAN**



गणित सदन / Computer Centre  
विश्वभारती / Visva-Bharati  
सारांश सं./Docket No. 14  
दिथि/Date ..... 1.9.20

**JOINING CIRCULAR**

Sl. No	Name	POST to which joined	Authority	Scale Of Pay	Bhavana /Department	Date of joining	Date of Birth	Reference of Appointment	Terms and condition of Appointment	Remarks
1.	Ms. Sunita Acharya	Assistant Professor of Russian (SC)	Vice Sanctioned by the UGC vide Letter No. 1-1/2013(CU) Vol-XVII dated 06.03.2019	Academic Level 10 with Entry Pay of Rs. 57,700/- as per 7th CPC Pay Matrix (Pay Band 3, of Rs. 15,600 – 39,100/- with AGP of Rs. 6,000/) (Pre-revised)	Russian/ Bhasha Bhavana	03.08.2020 (Forenoon)	06.06.1981	Est/E-1/ Appoint/ 2019-20 dated. 10.03.2020	1. Pay Fixation : As per rules. 2. Probation Period:- One year. 3. Retirement benefit : will be covered under New Pension Scheme (NPS)	I.D.No. 2020006 Advt.No. 4/2019 Dated 28.06.2019 Post Sl. No. 19

Memo No. Est/E-1/Appoint/2020-21

August 29, 2020

Copy forwarded for information and necessary action to:-

1. All Directors / All Principal of the Bhavana / Vibhaga
2. All Heads of the Departments/Centres/Sections
3. Finance Officer / JFO / Joint Registrar (Accounts) / IAO
4. Proctor/Dean/Deputy Dean of student welfare /Chief Medical Officer/Prof. In-Charge of Security/University Engineer
5. All Joint Registrars/All Deputy Registrars/All Assistant Registrars/Deputy Registrar cum C.S. to Upacharya
6. Assistant Registrar(Meeting) / Hindi Officer-with a request to translate it into Hindi and arrange to upload in the University Website.
7. P. A. to Registrar /In-Charge, Computer Centre :- Please upload it in the University website
8. Section Officer, Pay Fixation Cell : You are requested to fix the pay of the incumbent as per rules at your earliest.
9. Assistant Registrar(SC/ST Cell) :
10. In Charge, Computer Centre : You are requested to upload to the website
11. Ms. Sunita Acharya / Personal File of Ms. Sunita Acharya

*U. K. Mishra*  
29/8/2020  
Registrar(Acting)  
Visva-Bharati