



VISVA-BHARATI
SANTINIKETAN
DEVELOPMENT SECTION

Ref. No. Dev./Annual Allocation/ 84 /2019-2020

Dated: 29/09/2020

1. Directors/Adhyakshas of Bhavana/ Vibhaga, Visva-Bharati
2. Heads of Academic and Administrative Department/Centre/Unit/Office, Visva-Bharati

Sub.: Status of utilization of fund allocated under Capital Assets for the year 2019-2020.

- Ref.: (i) Memo no. Dev./Annual Allocation/32/2019-20, dated 18/11/2019.
(ii) Memo no. Dev./Annual Allocation/67/2020-21, dated 02/09/2020.
(iii) Memo no. Dev./Annual Allocation/75/2020-21, dated 19/09/2020.

With reference to the memos referred above, all Heads of Bhavanas / Vibhagas, academic and administrative departments /centres /units /offices /sections of Visva-Bharati who were allocated with fund under the item heads 'Small Equipment/Equipment/Laboratories', 'Other infrastructure including furniture & fixture' and 'Books & Journals' as well as 'Library support preferably E-Resources (perpetual Access)' are hereby requested to forward the updated status of utilization (i.e. up to 30/09/2020) to the email address "jrdevvb@gmail.com" to the undersigned (along with a soft copy of the same), against the respective allocations made under the appropriate item heads of Capital Assets for the year 2019-2020, **latest by 08/10/2020** as per the enclosed format (**Annexure-A**) for the purpose of review by the competent authority.

Kindly treat the matter as **MOST URGENT.**


29.09.2020
**Joint Registrar (Development)
Visva-Bharati**

Encl.: As stated.

Copy forwarded for information and necessary action to:

1. The Registrar, Visva-Bharati.
2. The Finance Officer, Visva-Bharati
3. The Internal Audit Officer, Visva-Bharati
4. The Joint Registrar (Accounts), Visva-Bharati
5. The Deputy Registrar & C.S. to Vice-Chancellor, Visva-Bharati.
6. The In-charge, Computer Centre, Visva-Bharati – with a request to upload the notification in the University website.
7. File: Annual Allocation 2019-2020 (Capital Assets).