



VISVA-BHARATI
SANTINIKETAN

OFFICE ORDER


The undersigned is directed to convey that the Upacharya has been pleased to pass the following order of transfer for implementation with immediate effect in the interest of the University service :

Sl. No.	Name of the Officer with designation	Transfer		Reporting Officer
		From	To	
1.	Smt. Sutapa Basu Assistant Registrar	Office of the Provost, Studies Educational Innovations & Rural Reconstruction	Office of the Pro-Vice Chancellor	Pro-Vice Chancellor
2.	Shri Anirban Sircar Assistant Registrar	Guest Houses	Office of the Vice-Chancellor	C.S. to Vice-Chancellor
3.	Shri Chandan Kumar Das	Office of the Vice-Chancellor	Rabindra Gaveshana Kendra	Provost, Sangit, Nritya, Natya & Utsava

Shri Anirban Sircar, Assistant Registrar will perform his duties at the Office of the Vice-Chancellor in addition to his exiting assignment to look after the Guest Houses and Office of the P.R.O.

All Heads concerned are requested to release the above incumbents to enable them to join the new assignments immediately. The joining reports should be sent to the undersigned through proper channel.

No. REG/O.O/89/
Date : 10-02-2015


Registrar
Visva-Bharati

To :

1. All Employees concerned (From Sl.No. 1 to 3)

Copy to :

1. Pro-Vice Chancellor/All Provosts/Directors/Principals of Bhavanas/Vibhagas
2. All Heads of Departments/Centres
3. Controller of Examinations
4. Finance Officer
5. All Joint Registrars/Deputy Registrars/Assistant Registrars
6. Chief Medical Officer
7. Internal Audit Officer
8. Estate Officer
9. C. S. to Vice-Chancellor
10. P. A. to Registrar
11. Section Officer, Meeting Section
12. University Webmaster - to upload it on the University Website