

**VISVA-BHARATI
SANTINIKETAN**

NOTICE

This is for information of all concerned that the employees of the University, residing in the municipality area, where Municipal Elections are going to be held on 25th April, 2015, are permitted to leave Centres/Offices/Sections/Departments/Bhavanas with prior intimation to the concerned heads to cast their votes in the ensuing Municipal Election - 2015, to be held on 25th April, 2015. The Adhyakshas/Heads of those Offices/Sections/Departments/Bhavanas/Vibhagas/Sadanas/Centres are requested to permit employees working under them to leave their respective offices to exercise their right to Vote. If necessary, Special Casual Leave may be granted in respect of such employees only on the date of the Election.

Memo No. REG/156/88
Dated 23-04-2015


Registrar (Offg.)
Visva-Bharati

Copy forwarded for information and taking necessary action to:

- 1) Pro-Vice-Chancellor/All Provosts/All Directors/Adhyakshas of all Bhavanas / Vibhagas.
- 2) Controller of Examinations
- 3) Dean of Students' Welfare
- 4) Proctor
- 5) Heads of all Academic and Administrative Departments/Sections/Centres/Offices
- 6) C.S. to Upacharya
- 7) Assistant Registrar, Pro-Vice-Chancellor's Office
- 8) P.A. to Registrar
- 9) University Webmaster – to upload it on the University Website.