



Visva-Bharati
Santiniketan

Office Order

The undersigned is to convey that the competent authority is pleased to pass the following order with immediate effect :

1. Prof Sudhendu Mandal will act as **Professor-in-charge** of **Engineering Works** of the University.
2. Prof Sudhendu Mandal will co-ordinate with the University Engineer and the Engineering Section, and will be responsible for execution of Civil and Electrical works (including air-conditioning, etc.) of the University.
3. The University Engineer will report to Prof Sudhendu Mandal for his day to day activities.
4. Engineering section will submit a monthly progress report to the Chairperson of the Campus Development Committee and Chief Vigilance Officer of the University.
5. Prof Sudhendu Mandal will function as Chairperson of Tender Committee for Construction and maintenance works carried out by the Engineering Section.

Registrar
Visva-Bharati

Memo No : Estab/DR/OO/2

Dated : 11th November 2014

To,

1. Prof. Sudhendu Mandal, Principal, Siksha-Bhavana

Copy forwarded for information and necessary action to :

1. All Provosts and Directors
2. Principal of all Bhavanas/ Sadanas
3. Head of all Academic and Non-teaching Departments/ Sections
4. University Engineer
5. Finance Officer
6. Joint Registrar (Establishment)
7. Chief Security Officer
8. DR cum CS to Vice-Chancellor
9. File.