



VISVA-BHARATI
SANTINIKETAN

Ref.No. V.B./EST-II/33

Date: 10/03/2017

The Accounts Officer
Visva-Bharati

Sub: Approval towards encashment of 10 days earned leave for LTC journey

With reference to the above, the undersigned is directed to convey that the competent authority has been pleased to approve towards encashment of 10 days earned leave as admissible for availing LTC journey in favour of the following employee.

It may further be noted that 10 days leave encashment would be made to the employee who have submitted LTC final bills for adjustment.

It may be ensured that all LTC advances are to be adjusted within a maximum period of three (3) months from the date of completion of journey.

Details are given below:-

Sl. No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
1.	Sri Bharat Chandra Roy, Sr. Asstt., Zology Deptt., (A/c Office), Siksha-Bhavana, V.B.	1993048	Andaman	12/01/2017-19/01/2017
2.	Sri Gopal Chandra Debanath, Associate Professor, Deptt. of Geography, Vidya-Bhavana, V.B.	2010013	Andaman	16/02/2017-15/02/2017
3.	Prof Pranab Sarkar, Deptt. of Chemistry, Siksha-Bhavana, V.B.	1998054	Andaman	04/02/2017-09/02/2017
4.	Sri Ranjit Chatterjee, Sr. Asstt., Accounts' Office, V.B.	1988071	Himachal Pradesh	10/10/2016-22/10/2016
5.	Prof Sankar Majumder, Principal, P.S.V., V.B.	2007023	Shimla, H.P.	22/12/2016-30/12/2016
6.	Sri Sujit Kumar Pal, Pharmacist, P.M.H., V.B.	1983037	Andaman	04/10/2016-11/10/2016
7.	Prof Vibhas Chandra Jha, Principal, Vidya-Bhavana, V.B.	1986030	Bangalore	07/12/2016-15/12/2016

Necessary steps may please be taken accordingly.

Copy to:-

1. Person concerned(7)
2. Guard file
3. Personal file
4. Hindi Officer, Hindi Cell
5. University Webmaster- Kindly upload it in the University website

गणित्र सदन / Computer Centre
विश्वभारती / Visva-Bharati
सारांश सं./Docket No. 594
तिथि/Date 10.3.17

Joint Registrar
(Establishment)

10.3.17
10/3/17
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