

VISVA-BHARATI  
SANTINIKETAN

Aca./R-6.3/1236/2016-2017

Dated: 20/12/2016

Programme Co-ordinator  
Rathindra Krishi Vigyan Kendra  
Palli Siksha-Bhavana, V.B.

**Subject:** Administrative approval of TA/DA and Hotel Charges in respect of Dr. Madhuchhanda Khan for attending TOT Programme.

This is to inform you, that your proposal for administrative approval of TA/DA and hotel charges for attending Training of Trainers (TOT) Programme which was held at Guwahati from November 8<sup>th</sup> to 13<sup>th</sup>, 2016 in connection with the above said programme has been approved by the university administration.

As proposed by you, the above said expenditure may be met out of the budget head "T.A." of the said programme, subject to availability of fund.

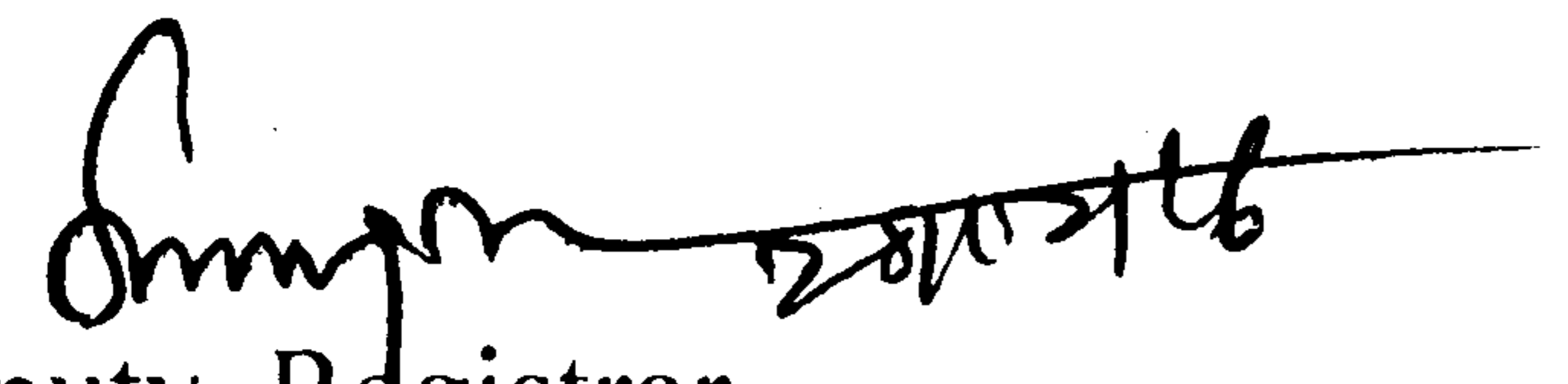
Sd/-  
Deputy Registrar  
(Academic & Research)  
Visva-Bharati

No. Aca.R-6.3/1236/2016-2017

Dated: 20/12/2016

Copy forwarded for information and necessary action to:

1. The Adhyaksha, Palli Siksha-Bhavana, V.B..
2. The Programme Co-ordinator, RKVK, V.B.
3. The Accounts Officer, V.B.
4. The Internal Audit Officer, Visva-Bharati,
5. The University Webmaster- With a request to upload it on the university website.
6. Guard file

  
Deputy Registrar  
(Academic & Research)  
Visva-Bharati