



VISVA-BHARATI  
SANTINIKETAN

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

Date: 26/03/2019

The Joint Registrar(Accounts)  
Visva-Bharati

Sub: Administrative 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.     | Prof. Asha Mukherjee, Professor, Principal, Vidya-Bhavana                                   | 1981054 | Jaipur (Rajasthan)    | 12/12/2018 – 20/12/2018                    |
| 2.     | Dr. Asheesh Srivastava, Associate Professor, Education Deptt.                               | 2010005 | Ahemdabad (Gujrat)    | 21/12/2018 – 30/12/2018                    |
| 3.     | Sri Ashoke Mukherjee, Asstt. Professor, PSB, SRK  | 2015007 | Chennai               | 31/12/2018 – 09/01/2019                    |
| 4.     | Prof. Benudhar Chinara., Deptt. of Education Deptt., V.B.                                   | 2006026 | Trivandram (Kerala)   | 20/12/2018 – 26/12/2018                    |
| 5.     | Sri Biswanath Jyoti, Section Officer, Development Section, V.B.                             | 1995077 | Rajasthan             | 20/12/2018- 30/12/2018                     |
| 6.     | Sri Chandrachur Sarkar, Office Assistant, Registrars' Office, V.B.                          | 1998010 | Kolkata               | 18/12/2018- 19/12/2018                     |
| 7.     | Prof. Gautam Sengupta, AIHC&A, Vidya-Bhavana, V.B.  | 2014023 | Kolkata               | 19/12/2018- 31/12/2018                     |
| 8.     | Smt. Gita A. Keeni, Associate Professor, Deptt. of Japanese, V.B.                           | 1989038 | Rajasthan             | 25/12/2018 – 04/01/2019                    |
| 9.     | Sri Gopal Chandra Dalal, Sr. Asstt. Estblistment III, V.B.                                  | 1991023 | Pelling, Gangtok      | 07/11/2018 – 13/11/2018                    |
| 10.    | Sri Mahesh Sawata Khetmalis, Associate Professor, Physical Education, V.B.                  | 2009062 | Jaisalmer (Rajasthan) | 24/12/2018 – 05/01/2019                    |
| 11.    | Sri P. Mukunda Kumar, Asstt. Professor, Rabinda Musics & Dance Deptt., Sangit-Bhavana, V.B. | 2004056 | Palakkad, Kerala      | 19/12/2018 – 02/01/2019                    |
| 12.    | Smt. Pramila Patulia, Asstt. Professor, Deptt. of Odia, V.B.                                | 2007019 | Tato, Odisha          | 22/12/2018 – 28/12/2018                    |

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| Sl.No. | Name, Designation & Department  | ID No.  | Place              | Period of LTC journey for leave encashment |
|--------|---|---------|--------------------|--|
| 13.    | Sri Prashant Meshram, Jt. Registrar(Accounts), V.B.                                   | 2005014 | Jaisalmir          | 22/12/2018-01/01/2018                      |
| 14.    | Sri Pratik Kumar Ghosh, Section Officer, Statistics &H.B.A. Section, V.B.             | 2001107 | Kolkata            | 18/12/2018-19/12/2018                      |
| 15.    | Prof. Raj Kumar Konar, Deptt. of Silpa-Sadana, PSV, V.B.                              | 1987043 | Diu (Gujrat)       | 20/12/2018 – 02/01/2019                    |
| 16.    | Sri Rishi Barua, Asstt. Professor, Kala – Bhavana, V.B,                               | 2005001 | New Jalpaiguri     | 26/12/2018 – 02/01/2019                    |
| 17.    | Prof. Samiran Mondal, Deptt. Physical Education, V.B.                                 | 1997095 | Ahmedabad, Bhuj    | 23/12/2018-31/12/2018                      |
| 18.    | Sri Sakshi Gopal Mukherjee, Helper, Store &Purchase, V.B.                             | 2002010 | Bangalore          | 11/01/2019-18/01/2019                      |
| 19.    | Sri Saurav Dasthakur, Asstt. Professor, Deptt. of English, V.B.                       | 2002100 | Gangtok            | 23/12/2018-29/12/2018                      |
| 20.    | Smt. Sribala Mardi(Soren), Technical Asstt. ,Deptt. of Physics, V.B.                  | 2006036 | Gangtok            | 23/10/2018-30/10/2018                      |
| 21.    | Sri Snehadri Shekhar Chakraborty, Asstt. Engineer, Engineering Deptt., V.B.           | 1988026 | Mysore, Karnataka  | 17/12/2018-21/12/2018                      |
| 22.    | Smt. Sujata Mitra, Asstt. Lecturer, Patha-Bhavana, V.B.                               | 1987024 | Thiruvananthapuram | 27/12/2018-08/01/2019                      |
| 23.    | Prof.Swapan Kumar Ghosh, Deptt. of Classical Music, Sangit-Bhavana, V.B.              | 1978021 | Puri               | 30/12/2018-03/01/2019                      |
| 24.    | Sri Tarapada Bag, Associate Professor, Deptt of Mathematics, V.B.                     | 2000049 | Shillong           | 30/12/2018 – 05/01/2019                    |
| 25.    | Sri Uttam Kumar Dey, Sr. Asstt. Integrated Science Education & Research Centre , V.B. | 1986053 | Kolkata            | 26/01/2019 – 27/01/2019                    |

Necessary steps may please be taken accordingly.

Copy to:-

1. Person concerned(25)
2. Guard file
3. Personal file
4. Hindi Officer, Hindi Cell
- ✓ 5. University Webmaster- Kindly upload it in the University website

Assistant Registrar  
(Establishment)

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