



VISVA-BHARATI
SANTINIKETAN

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

Date:10/11/2016

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 Anil Kumar Das, Sr. Machineman, Santiniketan Press, V.B.	1999016	Falta, 24 Parganas	01/10/2016-05/10/2016
2.	Sri Asish Thakur, Professional Asstt., Siksha-Satra	1997107	Andaman	24/09/2016-01/10/2016
3.	Smt Chandana Sarkar, Staff Nurse, P.M.H., V.B.	1990006	Andaman	12/09/2016-19/09/2016
4.	Sri Chanchal Nandi, Accompanist, Sangit-Bhavana, V.B.	2014004	Kharoon, Birbhum	06/10/2016-15/10/2016
5.	Sri Dhiman kr. Kar, Office Asstt., Deptt. of Chemistry, Siksha-Bhavana, V.B.	1988112	Andaman	04/10/2016-12/10/2016
6.	Sri Digvijay Singh Dhakre, Asstt. Professor, Deptt. of EES, P.S.B., V.B.	2012011	Udaypur	11/10/2016-01/11/2016
7.	Sri Dilip Kumar Ghosh, Pharmacist, P.M.H., V.B.	1981062	Gopalpur, Birbhum	21/10/2016-23/10/2016
8.	Sri Joydeb Goldar, Accompanist, Sangit-Bhavana, V.B.	2012005	Simhat, Nadia	04/10/2016-20/10/2016
9.	Sri Kumar Chandan Sinha, Record Supplier, Kala-Bhavana,(Works & Building), V.B.	1990057	Puri	08/10/2016-12/10/2016
10.	Sri Madhu Sudan Ghatak, Driver, C.T.C., V.B.	2001087	Ausgram, Burdwan	07/10/2016-16/10/2016

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Sl. No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
11.	Sri Murali Mhan Dey, Pharmacist, P.M.H., V.B.	1982003	Jammu	15/09/2016-25/09/2016
12.	Prof. Narayan Chandra Mandal, Deptt. of Botany, Siksha-Bhavana, V.B.	1993046	Ooty, Mysore	10/10/2016-21/10/2016
13.	Sri Narayan Mondal, Laboratory Attendent, Patha-Bhavana(Physics), Patha-Bhavana, V.B.	1997111	Andaman	18/09/2016-27/09/2016
14.	Sri Partha Pratim Ray, Deputy Librarian, P.S.B., V.B.	1983024	Shimla-Manali	10/10/2016-18/10/2016
15.	Sri Pradip Birbanshi, Dressor, P.M.H., V.B.	2001116	Andaman	18/09/2016-28/09/2016
16.	Sri Rabi Sankar Pal, Semi Professional Assistant, Rabindra-Bhavana, V.B.	2001053	Aizwal-Agartala	24/05/2016-02/06/2016
17.	Sint. Rita Modak, Asstt. Professor, Deptt. of Bengali, V.B.	2009020	Kaliaganj, Uttar Dinajpur	23/08/2016-27/08/2016
18.	Sri Sukumar Pal, Asstt. Professor, Social Work, V.B.	1997025	Andaman	13/10/2016-21/10/2016
19.	Sri Swapan Kumar Maity, Asstt. Professor, Deptt. of Agronomy, P.S.B.	2004012	Andaman	13/10/2016-21/10/2016
20.	Swapan Kumar Saha, Sr. Asstt., Vinaya-Bhavana, V.B.	1996005	Andaman	13/09/2016-20/09/2016
21.	Sri Tapan Kumar Saha, Generator Operator, Rabindra-Bhavana, V.B.	1985006	Shimla-Amritsar	21/09/2016-01/10/2016
22.	Sri Tapas Kumar Saha, Section Officer, Aca & Res(Registrar's Office), V.B.	1993026	Andaman	12/09/2016-19/09/2016

Necessary steps may please be taken accordingly.

Copy to:-

1. Person concerned(22)
2. Guard file
3. Personal file
4. Hindi Officer, Hindi Cell
5. University Webmaster- Kindly upload it in the University website

Joint Registrar
(Establishment)

10.11.16