

Department of Physical Education
Vinaya-Bhavana, Visva-Bharati

Ref. No. PE-8/354/2015-16

Date: 18-02-2016

The Registrar
Visva-Bharati

**Sub: Charge Handover and Takeover the charges of the Head, Department of Physical Education,
Vinaya-Bhavana**

Ref: Memo No. Est / E-I / AOH & IC / 2015-16/ 36, dated 18-01-2016

With reference to the above I, Dr. Ashok Kumar Goon, Associate Professor, hereby hand over the charge of the Head, Department of Physical Education, Vinaya-Bhavana to Prof. Samiran Mondal, Professor, Department of Physical Education, Vinaya-Bhavana on **18-02-2016 forenoon**.

Sd/-
(Dr. Ashok Kumar Goon) 18-02-2016
Associate Professor
Department of Physical Education
Visva-Bharati

With reference to the above I, Prof. Samiran Mondal, hereby take over the charges of the Head, Department of Physical Education, Vinaya-Bhavana from Dr. Ashok Kumar Goon, Associate Professor, Department of Physical Education, Vinaya-Bhavana on **18-02-2016 forenoon**.

Sd/-
(Prof. Samiran Mondal) 18-02-2016
Professor
Department of Physical Education
Visva-Bharati


Memo No. Est / E-I / AOH & IC / 2015-16 / 40

SANTINIKETAN

Date: 19-02-2016

Copy forwarded for information & necessary action to:-

- 1) Pro-Vice-Chancellor / Directors / Principals of Bhavana / Vibhagas
- 2) All Heads of Departments / Centres / Sections
- 3) Prof. Samiran Mondal, Head, Department of Physical Education, Vinaya-Bhavana
- 4) Dr. Ashok Kumar Goon, Department of Physical Education, Vinaya-Bhavana
- 5) Joint Registrar (Examination) / Deputy Registrar (Academic Research)
- 6) Proctor & Chairman, (HMC)
- 7) Dean / Deputy Dean of Students Welfare
- 8) Finance Officer
- 9) All Joint Registrars / Deputy Registrars / Assistant Registrars
- 10) Deputy Registrar-(Accounts)
- 11) Chief Medical Officer / Chief Security Officer / University Engineer
- 12) Internal Audit Officer
- 13) Hindi Officer- [With a request to translate it into Hindi and arrange to upload in the University Website]
- 14) C.S to Upacharya
- 15) P.A. to Registrar
- 16) Section Officer, Meeting
- 17) University Web-Master- Please upload it in the University Website
- 18) Personal file of Prof. Samiran Mondal and Dr. Ashok Kumar Goon


Joint Registrar (Establishment)
Visva-Bharati