



**VISVA-BHARATI
SANTINIKETAN**

NOTIFICATION

The undersigned is to convey that for maintenance and functioning of newly inaugurated Bangladesh Bhavana, following arrangements have been made:

Overseeing Committee:

1. Upacharya – Chairperson
2. Director, Rabindra-Bhavana – Member
3. Prof. Sisir Sahana, Kala-Bhavana – Member
4. Prof. Amrit Sen, Department of English – Member
5. Dr. Manabendra Mukhopadhyay, Department of Bengali – Member
6. Registrar – Member
7. Finance Officer – Member
8. Librarian – Member
9. Joint Registrar (Accounts) – Member
10. Joint Registrar (Development) – Member
11. Joint Registrar (Estate) – Member
12. University Engineer – Member
13. Special Officer, Rabindra-Bhavana – Member Secretary

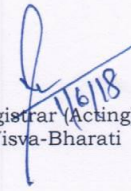
The overseeing committee will be the apex committee to look after the overall maintenance and functioning of Bangladesh Bhavana.

Further, the following arrangements are made for smooth functioning of the Bangladesh Bhavana:

- (i) **Auditorium:** The Auditorium will be under the control of Joint Registrar (Estate). He will take all necessary measures for maintenance and functioning of the Auditorium.
- (ii) **Cafeteria:** The Cafeteria will be under the control of Assistant Registrar (Public Relations). He will take all necessary measures for running of the Cafeteria.
- (iii) **Seminar Room:** The Seminar Room will be under the control of Assistant Registrar (Meetings). He will take all necessary measures for maintenance and functioning of the Seminar Room.
- (iv) **Library:** Dr. Partha Pratim Roy, Deputy Librarian will be the In-charge of Library at Bangladesh Bhavana, in addition to his normal duties.
- (v) **Museum:** Shri Utpal Mitra, Superintendent (Archive) will be posted at Bangladesh Bhavana. He will look after the museum at Bangladesh Bhavana.
- (vi) **Security:** The overall security of Bangladesh Bhavana will be under control of Watch & Ward, Visva-Bharati
- (vii) **Overall supervision:** Deputy Registrar cum CS to Vice-Chancellor will be the overall supervisor of Bangladesh Bhavana.

This is issued with the approval of the competent authority.

No. REG/Bang.Bh/111/527
Date 01/06/2018


Registrar (Acting)
Visva-Bharati

Copy forwarded of information and necessary action to:

1. All Directors/Principals of all Bhavanas/ Vibhagas
2. All Heads of Academic and Non-teaching Departments/ Centres/ Sections
3. Proctor
4. Finance Officer
5. Joint Registrar (Accounts)
6. All Joint Registrars/ JFO/Deputy Registrars/IAO/Assistant Registrars
7. C.M.O./C.S.O/U.E.
8. CS to Vice-Chancellor
9. Assistant Registrar (Meeting)
10. PA to Registrar
11. Pay Fixation Cell
12. Hindi Officer – to translate into Hindi and arrange to upload in the University website
13. University Webmaster – to upload in the University Website
14. File