



VISVA-BHARATI
 SANTINIKETAN

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

Date: 06/05/2019

The Joint Registrar(Accounts)
 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.	Ahmed Hossain, Driver, Publishing Department, V.B.	2012037	Ajmer Sarif	03/09/2018-12/09/2018
2.	Sri Ajoy Kumar Das, Assistant Professor, Deptt. of Japanese, V.B.	2005029	Bangalore, Ooty	30/09/2018-10/10/2018
3.	Sri Amiya Roy, Sr. Asstt., Examination Section, V.B.	2001006	Delhi	21/10/2018-28/10/2018
4.	Smt. Archana Biswas, Office Asstt., Deptt. of Physics, V.B.	1997121	Leh	20/08/2018-04/09/2018
5.	Sri Birup Kumar Chatterjee, Office Asstt., Accounts Office, V.B.	1997101	Gangtok (Sikkim)	27/10/2018-02/11/2018
6.	Sri Bomba Dam, Asstt. Professor, Deptt. of Botany, V.B.	2008016	Aizwal, Mizoram	18/10/2018-23/10/2018
7.	Prof Debasis Bhattacharya, Deptt. of Agriculture, P.S.B., V.B.	1989058	Kausani, Uttarakhand	13/04/2018-21/04/2018
8.	Smt. Nabita Das(Bhandari), Professional Asstt., Central Library, V.B.	1985045	Andaman	23/09/2018-02/10/2018
9.	Sri Nepal Ganguly, Driver, C.T.C., V.B.	1996006	Gaishi	14/10/2018-27/10/2018
10.	Sri Nirmal Kumar Mandal, Associate Professor, Deptt. of Bengali, V.B.	2002067	Agra, Chandigarh	12/10/2018-24/10/2018
11.	Sri Raghuram Das, Office Asstt., G.V.Stall, V.B.	2002028	Kolkata	08/10/2018-09/10/2018
12.	Smt. Sangeeta Sarkar, Astt. Lecturer, Siksha Satra, V.B.	2007039	Karimganj (Assam)	13/10/2018-22/10/2018
13.	Sri Shyamalendu Bandyopadhyay, Asstt. Lecturer, Siksha Satra, V.B.	1997099	Leh, Pangong, Tsumoriri	28/08/2018-05/09/2018

Cont.2

Sub: Proposal for approval towards encashment of 10 days Earned Leave
Prior to avail LTC journey.

14.	Sri Sudipta Roy, Office Asstt., Accounts' Office, V.B.	2014007	Kolkata	08/10/2018- 09/10/2018
15.	Sri Tirthankar Ghosh, Asstt. Professor, Deptt. of Statistics, V.B.	2008020	Andaman	23/10/2018- 27/10/2018
16.	Sri Dilip Kumar Mondal, Asstt. Cashier, Internal Audit Office, V.B.	1995046	Digha	24/10/2018- 27/10/2018
17.	Prof. Nirmalya Banerjee, Deptt. of Botany, Siksha-Bhavana, V.B.	1990050	Udaipur	21/10/2018- 29/10/2018
18.	Prof. Pranab Kanti Basu, Deptt. of Economics & Politics, V.B.	2005003	Jashipur, Odisa	08/09/2018- 15/09/2018
19.	Sri Rabindra Nath Konar, Sr. Asstt., Accounts Office, V.B.	1988097	Guwahati, Shillong	19/10/2018- 27/10/2018
20.	Sri Somenath Biswas, Sr. Asstt., Establishment-III, V.B.	1995040	Digha	24/10/2018- 27/10/2018
21.	Prof. T.S.Vasuni, Deptt. of R.S.D.D., Sangit-Bhavana, V.B.	1982016	Palakkad	26/05/2018- 25/06/2018
22.	Sri Tapu Biswas, Asstt. Professor, DEOMEL, V.B.	2009063	Pondichery	18/10/2018- 23/10/2018
23.	Sri Uday Kumar Bagdi, Sr. Asstt., SC/ST Cell, V.B.	1999048	Digha	24/10/2018- 27/10/2018

Necessary steps may please be taken accordingly.

Assistant Registrar
(Establishment)

6.5.19 08/05/19

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1. Person concerned(23)
2. Guard file
3. Personal file
4. Hindi Officer, Hindi Cell
5. University Webmaster- Kindly upload it in the University website