

विश्वभारती  
VISVA-BHARATI



**Notification**

**WINTER VACATION, 2023**

Patha Bhavana and Siksha Satra (both the school sections) will remain closed for Winter Vacation, 2023 from 26<sup>th</sup> December, Tuesday to 30<sup>th</sup> December, Saturday, 2023 (both days inclusive) and will reopen on 1<sup>st</sup> January, Monday, 2024 ( as 31<sup>st</sup> December, 2023 is weekly off day).

The academic Departments of the University will remain closed for Winter Vacation, 2023 from 26<sup>th</sup> December, Tuesday to 30<sup>th</sup> December, Saturday, 2023 (both days inclusive) and will reopen on 1<sup>st</sup> January, Monday, 2024 ( as 31<sup>st</sup> December, 2023 is weekly off day).

The Directors /Adhyakshas of Bhavanas / Vibhagas and Heads / In-Charges of the Academic Departments / Centres are requested to make necessary arrangements for deploying / detaining only **one Academic staff for each Department** during Winter Vacation 2023, if required.

Faculty members, who need to be detained during vacation period under order of the Vice-Chancellor, are eligible for Compensatory Leave to the extent of 1/3<sup>rd</sup> of the period of detention.

The Directors /Adhyakshas of Bhavanas / Vibhagas and the Heads / In-Charges of the Academic Departments / Centres are requested to send Bhavana wise single comprehensive proposal through proper channel with appropriate justification for such detention.

Proposal for detention in prescribed proforma as stated below should reach to the office of the Deputy Registrar (Establishment) within 15/12/2023 for taking prior approval of the Vice-Chancellor.

**Ex post facto and individual department wise proposals may not be entertained.**

Memo No.EST/E-II/20

Date : 07/12/2023

Copy forwarded for information and necessary action to :

- Director/Adhyakshas of all Bhavanas /Vibhagas / Sadanas
- All Heads / In-charge of the Department / Centre
- Finance Officer
- CS to VC
- University Webmaster – to upload on the University Website
- PA to Registrar

Registrar (Acting)  
Visva-Bharati

**PROFORMA FOR DETENTION OF TEACHER DURING WINTER VACATION, 2023**

(To be submitted through proper channel)

| SL. No. | Name (In full) of the teacher with Department, Designation, I.D. Number & Mobile number | Brief description of the work to be performed during detention | Period of detention (From date to date) | Detailed justification for such inevitable detention |
|---------|---|--|---|--|
|         |   |  |   |  |

Signature with seal of the Head / In-Charge of the Department / Centre & Mobile Number