

## OFFICE ORDER

The undersigned is to convey that the following re-arrangement of official duties is made in the interest of the University with immediate effect.

Sl.No.	Name & Designation	From	-
1.	Shri Prasun Kanti Das System Programmer	Bhasha Bhavana	Computer Centre
2.	Shri Mrityunjoy Das Office Assistant	Deptt. of Physics	Deptt. of Chemistry
3.	Shri Dulal Hazra Office Assistant	Silpa Sadana	Registrar's Chamber
4.	Shri Bablu Porel Office Assistant	Registrar's Chamber	Deptt. of Yogic Art & Science

Head(s) of the Department(s) concerned is / are requested to release the above incumbent(s) immediately to enable them to join the new place of posting(s). The joining report may be sent to the undersigned within three days from the issuance of this office order through the Head(s) of the Department(s) concerned.

No. REG/0.0/89 236 Date: 06.11.2020

To,

Persons concerned

| Through Head of the Department concerned

## Copy forwarded for information and necessary action to:

- 1. Directors/ Principals of all Bhavanas/ Vibhagas
- 2. Principal, Bhasha Bhavana
- 3. Heads of Academic and Administrative Departments/ Centres/ Sections
- 4. Head, Deptt. of Chemistry
- 5. Head, Deptt. of Physics
- 6. Head, Silpa Sadana
- 7. Head, Deptt. of Yogic Art & Science
- 8. Joint Registrar (Establishment)
- 9. Joint Registrar (Accounts)
- 10. All Joint Registrars/ Deputy Registrars/ IAO/ Assistant Registrars
- 11. Deputy Registrar & CS to Vice-Chancellor
- 12. In-Charge, Computer Centre
- 13. PA to Registrar
- 14. Hindi Officer to translate into Hindi and arrange to upload in the University website
- 15. University Webmaster to upload it in the University Website
- 16. File