VISVA-BHARATI
NOTIFICATION
DETENTION FOR SUMMER VACATION (2018)

The academic Departments of the university will remain closed for Summer Vacation - 2018 from 18th May friday,2018, to 16th June 2018.

Patha- Bhavana and Siksha – Satra (the both school section) will remain closed for Summer Vacation from 11th May Friday 2018 to 09th June Wednesday 2018.

The Directors/ Adhyakshas of Bhavana, Vibhagas and the Heads of the Academic Departments are requested to make necessary arrangements for engagement only one Academic Staff member for detention during summer Vacation 2018, if required.

Faculty members who will be detained during vacation period under order of the Vice-chancellor are eligible for Compensatory Leave (Earned Leave) to the extent of 1/3rd of the period of detention.

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

Proposal for detention in prescribed proforma as stated below should reach this office within 15/04/2018 for prior approval of the Vice Chancellor.

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

B.   **Rather single detention proposal for the Bhavana/ Vibhaga may please be sent.**

Memo No EST/E-II/ V. 7
Date : 25/03/2018

Registrar (Acting)
Visva-Bharati

Copy to:
1. Director/ Adhyakshas of all Bhavanas/ Vibhagas/ Sadanas
2. All Heads of the Department / Centre
3. Finance officer
4. Internal Audit Officer
5. University Webmaster- to upload on the University Website

PROFORMA FOR DETENTION OF TEACHER DURING AUTMN RECESS -2016

(To be submitted through proper channel)

SL.No.	Name (in fill) of the teacher with Department, Designation, I.D. Number & Mobile Number	Brief description of the work to be performed	Period of detention	Detailed justification for such inevitable detention

Signature
With Seal of the Head of the department
& Mobile Number