

गणित सदन / Computer Centre
विश्वभारती / Visva-Bharati
सारांश सं./Docket No. 647
तिथि/Date 23/9/17



VISVA-BHARATI
SANTINIKETAN

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

Date: 19/09/2017

The Joint Registrar(Accounts)
Visva-Bharati

Sub: Approval towards encashment of 10 days earned leave prior to commencement of LTC journey

Ref.V.B./EST-II/22 dt.26/09/2013

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 before proceeding on LTC journey in favour of the following employees subject to the condition that an undertaking to be obtained from the concerned employees prior to disbursement of the amount in terms of the above noted Reference No. issued in favour of Deputy Registrar (Accounts) earlier.

Details are given below:-

Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
1.	Prof. Amit Kumar Hazra, Registrar(Acting), V.B	1993056	Andaman	11/10/2017-18/10/2017
2.	Smt. Iina Choudhury, Office Asstt., Kala-Bhavana, V.B.	2001104	Shillong, Meghalaya	27/09/2017-03/10/2017
3.	Smt. Nandita Basu Sarbadhikary, Asstt.Professor, Sangit-Bhavana, V.B.	2000068	Bangaalore, Hampi	28/09/2017-07/10/2017
4.	Professor Sandip Basu Sarbadhikary, Deptt. of History, Vidta-Bhavana, V.B.	1990005	Bangalore, Hampi	28/09/2017-07/10/2017
5.	Sri Sudev Pratim Basu, Associate Professor, DEOMEL, V.B.	2001061	Kolkata	25/09/2017-06/10/2017
6.	Smt. Tanusree Paul, Asstt. Professor, Centre for Women Studies, V.B.	2014015	Guwahati, Shillong	29/09/2017-04/10/2017

Necessary steps may please be taken accordingly.

Joint Registrar
(Establishment)

19/09/17
19/09/17

Copy to:-

1. Person concerned(6)
2. Guard file
3. Personal file
4. Hindi Officer, Hindi Cell
5. University Webmaster- Kindly upload it in the University website