

विश्वभारती  
VISVA-BHARATI  
SANTINIKETAN



**NOTIFICATION**  
**DETENTION FOR AUTUMN RECESS, 2021**

The academic Departments of the university will remain closed for Autumn Recess-2021 from 21<sup>st</sup> October, Thursday, 2021 to 29<sup>th</sup> October, Friday, 2021 (both days inclusive). All department including administrative Offices (except emergency sections) will remain closed from 11<sup>th</sup> October to 20<sup>th</sup> October 2021. **Compensatory Leave will not be admissible during these period from 11/10/2021 to 20/10/2021.**

The Directors / Adhyakshas of Bhavana, Vibhagas and the Heads of the Academic Departments are requested to make necessary arrangements for deploying / detaining of **one academic staff for each Department during Autumn Recess 2021, (21/10/2021 to 29/10/2021), if required.**

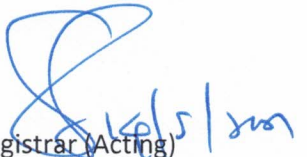
Faculty members who will be detained during vacation period under order of the Vice-Chancellor are eligible for Earned Leave to the extent of 1/3<sup>rd</sup> of the period of detention.

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 (attached) should reach this office within 22/09/2021 for prior approval of the Vice-Chancellor.

**Ex post facto and individual department wise proposals may not be sent, only single detention proposal for the Bhavana / Vibhaga may please be sent.**

Memo No.EST/E-II/20  
Date : 14/09/2021

  
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 it, on the University Website

PROFORMA FOR DETENTION OF TEACHER DURING AUTMNM RECESS-2021  
(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	Period of detention	Detailed justification for such inevitable detention

Signature with seal of the HOD

Signature with seal of the Directors/Adhyakshas