



VISVA-BHARATI
SANTINIKETAN

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

Date:19/02/2016

The Deputy Registrar(Accounts)
Visva-Bharati

Sub: Approval towards encashment of 10 days earned leave for LTC journey

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 for availing LTC journey in favour of the following employee.

It may further be noted that 10 days leave encashment would be made to the employee who have submitted LTC final bills for adjustment.

It may be ensured that all LTC advances are to be adjusted within a maximum period of three (3) months from the date of completion of journey.

Details are given below:-

Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
1.	Sri Ajoy Kumar Majumder, Section Officer, A/c. Office, V.B.	1985040	Darjeeling	23/01/2016-27/01/2016
2.	Prof. Alibha Dakshi, Deptt. Of Bengali, Bhasha-Bhavana, V.B.	1978010	Belur, Bangaluru	22/01/2016-27/01/2016
3.	Sri Amit Kumar Biswas, Asstt. Professor, Deptt. Of Economics, Vidya-Bhavana, V.B.	2004059	A &N	27/01/2016-02/02/2016
4.	Sri Ananda Gopal Singha, Security Guard, W & W, V.B.	1986024	Kolkata	21/01/2016-22/01/2016
5.	Sri Binu Das, Skilled Labour, A/c. Office, V.B.	1992068	Kolkata	27/10/2015-28/10/2015
6.	Sri Madhusudan Mandal, Asstt. Lecturer, Patha-Bhavana, V.B.	2011015	Puri	28/11/2015-04/12/2015
7.	Sri Manoj Ghosh, Office Asstt, A/c. Office, V.B.	1993015	Darjeeling	23/01/2016-28/02/2016
8.	Sri Naba Kumar Pal, Security Guard, W&W, V.B.	1984049	Andaman	18/11/2015-25/11/2015
9.	Sri Phanindranath Saha, Laboratory Asstt., Soil Testing Laboratory, P.S.B., V.B.	1984044	Varanasi	26/12/2014-31/12/2014

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Sub: Approval towards encashment of 10 days earned leave for LTC journey

Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
10.	Sri Subrata Majumder, Section Officer, Patha-Bhavana, V.B.	1988096	Haridwar	05/01/2016-13/01/2016
11.	Sri Uttam Kumar Dutta, Office Asstt, Siksha-Bhavana, V.B.	1990058	Puri	25/10/2015-30/10/2015
12.	Md. Zahangir Hossain, Sr. Asstt., Deptt. Of Economics, V.B,	1984029	Andaman	14/01/2016-20/01/2016

Necessary steps may please be taken accordingly.

Joint Registrar
(Establishment)

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1. Person concerned(12)
2. Guard file
3. Personal file
4. Hindi Officer, Hindi Cell
- ✓ 5. University Webmaster- Kindly upload the office order in the University website



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

Date:19/02/2016

The Deputy 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.	Sri Dinesh Debanshi, Sr. Asstt., Deptt. Of A.I.H.C.& A., Vidya-Bhavana, V.B.	1986049	Chennai-Kanyakumari	24/02/2016-04/03/2016
2.	Ms.Jarina Bibi, Paricharika, Patha-Bhavana, V.B.	2002075	Andaman	13/02/2016-20/02/2016
3.	Sri Prasun Kanti Das, System Programmer, Computer Center, V.B.	2007021	Andaman	08/03/2016-14/03/2016
4.	Sri Pratik Kumar Roy, Generator Operator, Rabindra-Bhavana, V.B.	1985002	Mysore, Ooty	16/02/2016-25/02/2016

Necessary steps may please be taken accordingly.

Joint Registrar
(Establishment)

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