



**VISVA-BHARATI
SANTINIKETAN
OFFICE ORDER**

The undersigned is to convey that the Upacharya subject to ratification by the Karma Samati (Executive Council) and on the recommendation of the Departmental Promotion Committee made on 17/07/2025 is pleased to pass the following order of promotions with immediate effect.

Promotion from Office Assistant/Upper Division Clerk to Senior Assistant/Assistant

Sl. No.	Name of the employee (s)	Present Designation	Promoted as	Authority of the post	Pay scale on Promotion	Remarks
01.	Smt. Archana Biswas (Majumder) (E.C. No. 1997121)	Office Assistant/UDC	Sr. Assistant/Assistant	Vice Shri Subhendu Kumar Guha	Level-6 of 7 th CPC (PB-2, Rs. 9300-34800/- with GP-4200/-) PR	Panel (SC)
02.	Smt. Ilina Choudhury (E.C. No. 2001104)	Office Assistant/UDC	Sr. Assistant/Assistant	Vice Shri Krishna Gopal Garai	Level-6 of 7 th CPC (PB-2, Rs. 9300-34800/- with GP-4200/-) PR	Panel (Unreserved)
03.	Shri Sandip Kumar Chatterjee (E.C. No. 1999021)	Office Assistant/UDC	Sr. Assistant/Assistant	Vice Shri Subir Bhattacharya	Level-6 of 7 th CPC (PB-2, Rs. 9300-34800/- with GP-4200/-) PR	Panel (Unreserved)
04.	Shri Anup Prasad (E.C. No. 2011045)	Office Assistant/UDC	Sr. Assistant/Assistant	Vice Shri Ranajit Mukherjee	Level-6 of 7 th CPC (PB-2, Rs. 9300-34800/- with GP-4200/-) PR	Panel (Unreserved)
05.	Shri Sudipta Roy (E.C. No. 2014007)	Office Assistant/UDC	Sr. Assistant/Assistant	Vice Shri Susanta Rai	Level-6 of 7 th CPC (PB-2, Rs. 9300-34800/- with GP-4200/-) PR	Panel (Unreserved)
06.	Shri Debidas Karmakar (E.C. No. 2011046)	Office Assistant/UDC	Sr. Assistant/Assistant	Vice Shri Dilip Kumar Mondal	Level-6 of 7 th CPC (PB-2, Rs. 9300-34800/- with GP-4200/-) PR	Panel (Unreserved)
07.	Shri Kajal Mishra (E.C. No. 1997100)	Office Assistant/UDC	Sr. Assistant/Assistant	Vice Shri Jadab Mondal	Level-6 of 7 th CPC (PB-2, Rs. 9300-34800/- with GP-4200/-) PR	Panel (Unreserved)

The pay of the promotee(s) will be fixed as per rules. Promotion will be effective from the date of joining the promotional posts. The joining report(s) should be sent to the undersigned through proper channel.

Estab/E-III/P-40
Dated 06/08/2025

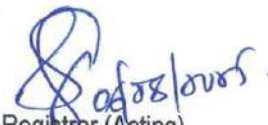
Registrar (Acting)
Visva-Bharati
कुलसचिव (कार्यवाहक)
विश्वभारती
Registrar (Acting)
Visva-Bharati

To,
All the above incumbents (07) | Through Head of the Department (s)

Copy forwarded for information and necessary action to:-

- 1) Director, PSNS
- 2) Director, Granthana Vibhaga

- 3) Adhyaksha, Siksha Bhavana
- 4) Adhyaksha, Kala Bhavana
- 5) Professor In-charge, SC/ST Cell
- 6) Joint Registrar & In-charge Estate Office
- 7) Finance Officer (Offg.)
- 8) Joint Registrar (Accounts)
- 9) Internal Audit Officer
- 10) Joint Registrar & C.S. to Upacharya
- 11) Deputy Registrar (Establishment)
- 12) Assistant Registrar (Recruitment)
- 13) Assistant Registrar (Meeting)- for ratification by the Karma-Samati
- 14) P.A. to Registrar
- 15) Section Officer (E-I/E-II/E-III/SCT Cell)
- 16) Pay Fixation Cell
- 17) University Web Master – To upload in the University Web site
- 18) Hindi Officer – To translate in to Hindi and arrange to upload the Hindi version in the University Website
- 19) P. Files (07)



Registrar (Acting)
Visva-Bharati

कुलसचिव (कार्यवाहक)
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