



RABINDRA-BHAVANA, VISVA-BHARATI

NOTIFICATION

Rabindra-Bhavana archives and Library will re-open for scholars and researchers from 1 December 2020.

Reading room hours: 10 A.M. to 4 P.M. daily, except Wednesday and other holidays of Visva-Bharati.

Users will be allowed to use the archives and library reading rooms subject to the following conditions:

1. Standard operating procedure of Rabindra-Bhavana will be followed.
2. All users will be required to get their body temperature thermally screened and also sanitise their hands at the Uttarayana gate. Users will be required to sanitise their hands at the reading rooms again.
3. 5 users at the library reading room and 5 users at the archives reading room will be allowed daily on the basis of prior appointments given by the competent authority of Rabindra-Bhavana.
4. Physical distance of six feet has to be maintained at all times inside Uttarayana.
5. No users will be allowed to enter Uttarayana without face masks.
6. Bags and mobile phones have to be deposited in the lockers provided to each user.
7. Appointments can be sought by sending emails to the In-charge: Library (rblibrary@visva-bharati.ac.in) and In-charge: Archives (rbarchives@visva-bharati.ac.in) at least two days before the desired date of visit in the following format:
 - a) Name:
 - b) Rabindra-Bhavana user ID:
 - c) Desired dates of using the library/archives:
 - d) Mobile number:
8. Laptops only without power chords will be allowed inside the reading rooms.
9. Users are advised to carry a bottle of drinking water and hand sanitizer for personal safety.
10. Separate emails are required to be sent for using the library and the archives. New users can apply for registration by sending email to rbarchives@visva-bharati.ac.in.

Director: Rabindra-Bhavana (Officiating)

29 November 2020