



VISVA-BHARATI
SANTINIKETAN

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

Date:24/11/2016

The Accounts Officer
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 Ananda Kumar Chowdhury, Jr. Engineer, Engineering Deptt., V.B.	1988034	Khandagram	13/10/2016-22/10/2016
2.	Sri Jagamohan Jhankar, Preservation Asstt., Rabindra-Bhavana, V.B.	2011029	Sambalpur, Orissa	04/10/2016-22/10/2016
3.	Prof. Kanchan Baral, Plant Protection, P.S.B., V.B.	1983031	Kochi	05/10/2016-02/11/2016
4.	Prof. Kashinath Bhattacharya, Deptt. of Botany, Siksha-Bhavana, V.B.	1988001	Guwahati, Assam	12/10/2016-14/10/2016
5.	Sri Narottam Dey, Asstt. Prof., Biotechnology, Siksha-Bhavana, V.B.	2009038	Varanasi	20/10/2016-24/10/2016
6.	Sri Paresb Bhattacharya, Security Inspector, W & W, V.B.	1992027	Kolkata	20/10/2016-29/10/2016
7.	Smt. Purnalakshmi Ghosh, Asstt. Lecturer, Siksha-Satra, V.B.	1993052	Andaman	18/10/2016-26/10/2016
8.	Sri Ranjit Guin, Jr. Office Asstt., Deptt. of Geography(Registrar's Office), V.B.	1997122	Paligram	01/11/2016-02/11/2016
9.	Smt. Rekha Ojha, Asstt. Professor, Philosophy and Religion, V.B.	2011036	Shillong	06/10/2016-14/10/2016
10.	Sri Romit Roy, Associate Professor, DEOMEL, V.B.	1990020	Panjim	08/10/2016-16/10/2016
11.	Sri Sanjiban Sarkar, Asstt. Manager, Santiniketan Press, V.B.	2005018	New Bangaigaon, Assam	07/10/2016-19/10/2016
12.	Prof. Santabrata Chakravarty, Deptt. of Mathematics, Siksha-Bhavana, V.B.	1985023	Guwahati, Shillong	28/10/2016-02/11/2016

Cont.2

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24-11-16

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Sl. No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
13.	Professor Sisir Kumar Sahana, Deptt. of Design, Kala-Bhavana, V.B.	2012044	Andaman	24/10/2016-31/10/2016
14.	Prof. Somenath Chakrabarty, Deptt. of Physics, Siksha-Bhavana, V.B.	2005027	Puri	07/10/2016-15/10/2016
15.	Sri Sougata Samanta, Professional Asstt., Indira Gandhi Centre (Cheena-Bhavana), V.B.	2000005	Puri	11/10/2016-19/10/2016
16	Sri Subir Ranjan Dey, MTS, Registrar's Office, V.b.	2014038	Ichapur	25/10/2016-03/11/2016

Necessary steps may please be taken accordingly.

Copy to:-

1. Person concerned(16)
2. Guard file
3. Personal file
4. Hindi Officer, Hindi Cell
5. University Webmaster- Kindly upload it in the University website

Joint Registrar
(Establishment)

24.11.16

24/11/16