

NOTIFICATION

This is to notify for information of all concerned that the Administration is in a process to update the latest information in respect of all Casual Labourers with Temporary Status (CLTS), Enlisted Casual Workers (ECW) and Outsourced Workers(OSW) etc. rendering services at various Bhavanas / Departments / Centers / Offices / Sections of the University.

In view of the above, all Controlling Officers other than Director, Rabindra Bhavana, Librarian, Central Library, Proctor, Joint Registrar & In-charge Garden Section and Assistant Registrar, Public Relation. & In-charge, Guest Houses are requested to kindly furnish the information as per the enclosed format (Annexure –I) in respect of CLTS, ECW and OSW rendering services under their control within 07 (seven) days from the date of issue of this notification, to the undersigned positively.

Co-operation of all concerned is solicited.

Enclo: As stated.

No.Admn./G/N-5/1627 Date: 21/11/2020 Deputy Registrar (Administration) Visva-Bharati

To:

- 1. All Directors, Adhyakshas of Bhavanas/Vibhagas
- 2. Heads of all Academic and Administrative Deptts/Centres/Offices/Sections
- 3. All Deputy Registrars/Joint Registrars/Assistant Registrars
- 4. Deputy Registrar & Confidential Secretary to the Vice-Chancellor
- 5. University webmaster: To upload it in the University Website
- 6. Hindi Officer: To translate it into Hindi and arrange to upload the same in the University Website.
- 7. P.A. to Registrar.
- 8. Section Officer, Administration Section.
- 9. Debashis Roy, Administration Section.

Annexure-1

SI No.	Name(Block Letter) of the worker

Signature of Controlling Officer with seal & Date

