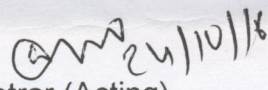# VISVA-BHARATI
SANTINIKETAN

OFFICE ORDER

The undersigned is directed to convey that the Upacharya is please to approve the following, subject to ratification by the Karma-Samiti (Executive Council):

1) Dr. Sanjib Kumar Das, Associate Professor and Head, Department of Indo-Tibetan Studies is relieved from his present assignment of headship of Indo-Tibetan Studies, Visva-Bharati with effect from the date he hands over the charge of the said Department to the Principal, Bhasha-Bhavana.

2) Principal, Bhasha-Bhavana is assigned with the responsibility of Headship of the Department of Indo-Tibetan Studies Visva-Bharati in addition to his normal duties w.e.f. the date of he takes over the charge from Dr. Sanjib Kumar Das, until further order.

Dr. Sanjib Kumar Das and Principal, Bhasha-Bhavana are requested to handover and takeover the charge of the Head, Department of Indo-Tibetan Studies Visva-Bharati accordingly with an intimation to the undersigned.

Memo No. Estab / E-I / AOH & IC / 2016-17/ 23
Date: 24-10-2016

Registrar (Acting)
Visva-Bharati

1) Principal, Bhasha-Bhavana
2) Dr. Sanjib Kumar Das, Head, Department of Indo-Tibetan Studies

Copy forwarded for information & necessary action to:-

1) Pro-Vice-Chancellor / Directors / Principals of Bhavana / Vibhagas
2) All Heads of Departments / Centres / Sections
3) Joint Registrar-(Examinations) / Deputy Registrar-(Academic & Research)
4) Proctor & Chairman, (HMC) / Dean / Deputy Dean of Students Welfare
5) Finance Officer /JFO / All Joint Registrars / Deputy Registrars / Assistant Registrars
6) Accounts Officer
7) Chief Medical Officer / Chief Security Officer / University Engineer
8) Internal Audit Officer
9) Hindi Officer- [With a request to translate it into Hindi and arrange to upload in the University Website]
10) C.S to Upacharya / P.A. to Registrar
11) Section Officer (Meeting) - for placing it for ratification of the E.C.
12) University Web-Master- Please upload it in the University Website
13) Persons Concerned
14) Personal file