

বিশ্বভারতী  
विश्वभारती  
VISVA-BHARATI



ESTATE OFFICE

Memo no: - Estate.QT- 8/91-B/ 195/25-26

Date: 04-08-2025

ALLOTMENT CIRCULAR

The undersigned is directed to notify that the following allotments have been approved by the Vice-Chancellor on 31-07-2025 in favour of the following University employees of Visva Bharati.

All allottees are requested to contact this office for clarifications, if any, and also to send the duly filled-in and signed information sheet (as enclosed) as a token of acceptance within **seven working days** from the date of issuance of this circular.

The allottees are also requested to contact the Junior Engineer (Electrical), Santiniketan / Sriniketan for finalization of the electric metre reading before occupying / vacating quarters.

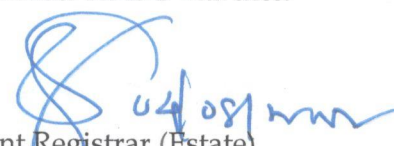
Sl.No	Name of allottees	Designation & Dept /Office	Particulars of Quarters
1.	DR. L. LAMMINTHANG SIMTE (ID-2020014), BHAVANA, M-9818967408	ASSISTANT PROFESSOR, AIHC&A, VIDYA	A2 Type qtrs 28, Nichubanglow vacated by Jagat Ram Bhattacharya
2.	DR.LAMNEITHEM HANGSHING, (ID-2020018), M-8787738742	ASSISTANT PROFESSOR, AGRICULTURAL ENGINEERING	B Type qtrs no-05, Awagar House, vacated by Sandip Kolay
3.	DR. RUPESH KUMAR (ID 2020021) M:- 7015305955	ASSISTANT PROFESSOR YOGIC ART AND SCIENCE	New Flat no 08, Block B, 1st Floor, Andrewspalli
4.	DR.VIVEK KUMAR KHARE, (ID-2021006), M-9009713978)	ASSISTANT PROFESSOR, DEPARTMENT OF PLANT PATHOLOGY	A Type qtrs no-01, Awagar House vacated by Prof. Dibyendu Banerjee
5.	DEEPAK (ID-2023274), M-6376042340	MTS, SANITATION SECTION	Nine Unit Teachers' Hostel Flat 01, Purbapalli
6.	SOUVIK DAS (ID 2023076), M 7001765539	MTS GEOGRAPHY DEPARTMENT	Nine Unit Teachers' Hostel Flat no 03, Purbapalli
7.	TINA ROY, (ID-2023088), M-7602449260	MTS, PROCTOR OFFICE,	Nine Unit Teachers' Hostel Flat no 04, Purbapalli
8.	SUMAN METAY, (ID-2023169), M-7908454067	MTS, ADMISSION COORDINATION CELL	Nine Unit Teachers' Hostel Flat no 02, Purbapalli
9.	BIJAY BARAI, (ID-2023118), M-9091683117	MTS, INTERNAL AUDIT OFFICE	Bachelor's flat no-07, Purbapalli, vacated by Dulal Hazra,

*Am*  
04/8/25

10.	DR. NAWAL KISHORE SINGH (ID- 2023002)	ASSISTANT PROFESSOR, SANGIT-BHAVANA	<b>B-type Quarter no-54, To be vacated by L.Lamminthang Smite</b>
11.	DR. REBEKA SINHA ID- 2023354)	ASSISTANT PROFESSOR, DEPT. OF ANIMAL SCIENCE, PSB	Flat no. 26. Block-G. Type- III, Andrewspalli, <b>To be vacated by Rupesh Kumar</b>
12.	SUBHAJIT SINGHA ID- 2023204	MTS, PHILOSOPHY AND COMPARATIVE RELIGION	C-Type quarters no-01, at Sripalli, Vacated by Sharvan Kumar Roy
13.	SUKANTA MAJHI ID-2023135	MTS, SC/ST/CELL	C-Type Quarters no-22, at Gurupalli, Vacated by M. Kendra Singh
14.	PINKI KUMARI ID- 2023306	MTS SIKSHA-SATRA	LSS Quarters no-12 at Pearsonpally
15.	BRABIMA DAS ID-2023107	MTS P.M. HOSPITAL	D-Type quarters no-26 at Sevapalli
16.	SHREEPARNA ROY ID- 2023069	MTS, PALLI SIKSHA BHAVANA	Quarters no- 08 Annex Building of Amrapali Girls Hostel
17.	AASHUTOSH KUMAR ID-2023158	MTS, AGRICULTURAL STATISTICS, PSB	D-Type Quarters no- 15, PSB Vacated by Prasanta Roy
18.	YOGENDRA SINGH ID-2023234	MTS, SANSKRIT BHASHA-BHAVANA	C-Type Quarters no- 21 at Nichubungalow Vacated by Joy Narayan Roy
19.	ALOK YADAV ID- 2023088	MTS, KALA-BHAVANA	D-Type Quarters no 1/D Ratanpalli Vacated by Swapan Kr. Das

**Relevant portions of the Accommodation Rules:-**

- If an employee fails to accept the allotment of residence made to him under the rules, within SEVEN days or fails to take possession of the residence after acceptance, within 30 days from the date of receipt of the letter of allotment, he/she shall not be eligible for another allotment for a period of one year from the date of issue of allotment letter and the residence shall be allotted to the next eligible employee.
- Where an employee who is in occupation of a residence is allotted another residence and he/ she occupies that residence, the allotment of the former residence shall be deemed to be cancelled from the date of occupation of the new residence. He may, however retain the former residence without payment of licence-fee for the day and the subsequent day of shifting.
- Provided that if the former residence is not vacated by the subsequent day as aforesaid, the employee shall be liable to pay damage for use and occupation of the residence equal to the market licence-fee to be determined by the Accommodation Committee from time to time or double the penal licence-fee under **FR-45-B** with effect from the date he/she takes possession of the latter residence.

  
Joint Registrar (Estate)  
Visva-Bharati

**Copy to:-**

- Prof. Ashok Kumar Sarkar of Accommodation (Allotment) Sub- Committee, V.B.
- Prof. Goutam Kumar Das, kala-Bhavana, Member
- Internal Audit Officer, Member
- J. R. and C.S to the Vice-Chancellor, V.B.
- In Charge-Security, V.B.
- Joint Registrar (Accounts), V.B.
- University Engineer, VB
- Junior Engineer (Electrical) Santiniketan/Sriniketan, V.B.
- P.A to the Registrar

*(J) University Webmaster- To upload to the  
university website*

  
Joint Registrar (Estate)  
Visva-Bharati



To  
The Joint Registrar (Estate)  
Visva-Bharati



Sir,

(Recent Colour photograph)

I accept the allotment of qtrs no. \_\_\_\_\_ located at \_\_\_\_\_  
Vacated by \_\_\_\_\_ . These are my particulars:-

INFORMATION SHEET FOR ALLOTTEES OF RESIDENTIAL QUARTERS.

Ref: - Allotment circular no: -

dated:-

1. Name (in block letters) & Telephone no:
2. ID No.
3. Category: SC/ST/OBC/PH/General:
4. Permanent Address (including home state, District, P.O., P.S.):
5. Date of Birth:
6. Date of entry in Visva-Bharati Service:
7. Date of confirmation against a permanent post:
8. Present Designation and place of posting:
9. Present Pay Scale.
10. Date of superannuation:
11. Name of husband/wife:
12. Does the husband/wife reside in an accommodation provided by Gov't /PSU/  
Autonomous body? If yes give details.
13. Details of dependents (except spouse):

<u>Name</u>	<u>Age</u>	<u>Relationship</u>
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14. Whether it is a new allotment or a change of residence of the same type or higher type of residence:
15. Particulars of the existing University residence, if any, already allotted:





16. A) whether the applicant or his parents/ wife/ her husband/ children including step Children and legally adopted children / brothers / sisters own a house within 5 km. of the applicants place of duty: Yes/No

B) If the reply to the above is in the affirmative, indicate –

- i) Location of the house, house number and street etc -----
- ii) Relationship with the owner -----
- iii) Whether the owner is residing with is wholly dependent upon the applicant -----

#### DECLARATION

I hereby declare that I shall abide by the rules governing the allotment of residential quarters of the University and state that the particulars given by me above are correct and that allotment to be made to me or already made shall be subject to these rules and subsequent amendments, if any.

If subsequent to the allotment of the University accommodation I/ my wife/ husband or any dependent child (including step child and legally adopted child) or father, mother, brother or sister residing with and wholly dependent on me constructs a house or otherwise becomes owner in full or in part of a house located within 5 km. of the place of my duty, I shall notify the fact to the Registrar within a period of four weeks from the date on which I myself or such family member becomes owner the house.

Signature of the applicant with date

NB: If there is any break in service indicate the date of commencement of the existing continuous service. Not more than one change is allowed in respect of one type of residence allotted to the employee.