

VISVA-BHARATI
SANTINIKETAN

Memo No:-Estab/File Sec/Joining/12

Dated : 09-12-2017

Sub:- Joining Report

The following incumbents have joined to the respective post as mentioned against the name. This is for your information & taking necessary action please.

Sl. No.	Name of the incumbent (with designation)	Department	Office Order with date	Date of joining
1	Smt Uma Podder Superintendent Hostel	Proctor Office	Estab/E-III/P-40/1 13/14-11-2017	24-11- 2017 F.N
2	Smt Srilekha Raha(Rakshit) Superintendent Hostel	Proctor Office	Estab/E-III/P-40/1 14-11-2017	16-11- 2017 F.N
3	Smt. Indira Banerjee (Som) Assistant Superintendent Hostel	Proctor Office	Estab/E-III/P-40/1 14-11-2017	14-11- 2017 F.N
4	Smt Chitra Ghosh Assistant Superintendent Hostel	Proctor Office	Estab/E-III/P-40/1 14-11-2017	14-11- 2017 F.N
5	Smt Sabita Ghosh Warden, Hostel	Proctor Office	Estab/E-III/P-40/1 14-11-2017	14-11- 2017 F.N

Joint Registrar (Establishment)
Visva-Bharati

C.C.to:-

- 1) Joint Registrar Accounts officer
- 2) Finance Officer
- 3) Internal Audit Officer
- 4) C.S. to Upacharya
- 5) Proctor
- 6) P.A.to Registrar
- 7) Assistant Registrar (Establishment)
- 8) Assistant Registrar (Meeting)
- 9) Pay Fixation Cell
- ✓ 10) University Web Master
- 11) Personal File (5)
- 12) Person Concerned (5)