

Memo no: - Estate/QT- 8/217/23-24

Date: 18-10-2023

**Sub: Circular for Allotment of Quarters in favour of MTS employee**

The undersigned is directed to notify that the following allotments have been approved by the Administration on 18-10-2023 in favour of the newly appointed MTS employee of Visva Bharati under special drive.

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 **five working days** from the date of issuance of this circular.

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

Ref:- Circular no: Estate.QT-3.194.23-24 dated 25-09-2023

Sl.No	Name of allottees	Rank no	Particulars of Quarters
1.	Sourav Mitra, Mobile no 9126674757	142	L.S.S. qtrs. no 16 vacated by Mantu Mondal, Vinaya Bhavana, Sriniketan
2.	Prajna Paramita Panja, Mobile no 9932177496	59	L.S.S. qtrs. no 17 vacated by Dipesh Maitra, Vinaya Bhavana, Sriniketan
3.	Subhasree Majumdar, Mobile no 7044754431	49	LSS qtrs.no.-24, vacated by Madhab Mishra, Vinaya Bhavana, Sriniketan
4.	Subham Kumar Prasad, Mobile no 8789880157	91	LSS qtrs.no.-25, vacated by Chhabi Hazra, Vinaya Bhavana, Sriniketan
5.	Soumya De, Mobile no 8116581084	77	LSS qtrs.no.-27, vacated by Sakshi Gopal Mukherjee, Vinaya Bhavana, Sriniketan
6.	Brijesh Kumar Bind, Mobile no 8923143691	282	LSS qtrs.no.-28, vacated by Ranjan Rashmi Senapati, Vinaya Bhavana, Sriniketan
7.	Nitish Kumar, Mobile no 7000120647	228	LSS qtrs.no.-30, vacated by Raj Kumar Rai, Vinaya Bhavana, Sriniketan
8.	Susmita Biswas, Mobile no 8918752716	151	LSS qtrs.no.-21, vacated by Laltu Mandal, Vinaya Bhavana, Sriniketan
9.	Sourasish Dutta, Mobile no 7098188499	08	L.S.S. qtrs. no 27 vacated by Chhabi Das, Sevapalli, Santiniketan
10.	Trisha Paul, Mobile no 9775765820	10	L.S.S. qtrs. no 28 vacated by Abu Taleb, Sevapalli, Santiniketan
11.	Rajesh Kumar, Mobile no 7988417605	338	LSS qtr no 24 vacated by Archana Biswas, Dakshinipalli, Santiniketan
12.	Ratnesh Kumar Tripathi, Mobile no 8528138663	60	LSS qtr no 16 vacated by Somraj Hazra, Dakshinipalli, Santiniketan
13.	Indranil Mitra, Mobile no 8240129060	18	LSS qtrs.no.-07, vacated by Gopa Bhattacharya, PSV Water Tank, Sriniketan
14.	Sudipta Santra, Mobile no 9038248444	155	LSS qtrs.no.-08, vacated by Manabendu Pal, PSV Water Tank, Sriniketan
15.	Aniruddha Maji, Mobile no 9641773921	286	LSS qtrs.no.-09, vacated by Mahadeb Ghosh, PSV Water Tank, Sriniketan

Sl.No	Name of allottees	Rank no	Particulars of Quarters
16.	Athar Naseem , Mobile no 7073272517	73	LSS qtrs.no.-15, vacated by Chetan Murmu, PSV Water Tank, Sriniketan
17.	Ram Kumar Prajapati, Mobile no 7790985685	76	LSS qtrs.no.-16, vacated by Kamini Soren, PSV Water Tank, Sriniketan
18.	Jitendra Kumar Pal, Mobile no 8299195091	124	LSS qtrs.no.-4, vacated by Bhismadeb Chatterjee, PSV Water Tank, Sriniketan
19.	Arun Singh Meena, Mobile no 8441965239	392	LSS qtrs.no.-3, vacated by Paresch Ch Majhi, PSV Water Tank, Sriniketan
20.	Asmita Ghosh, Mobile no 9674753372	31	LSS qtrs.no.-2, vacated by Dharmendra Roy, PSV Water Tank, Sriniketan
21.	Pinak Biswas, Mobile no 9831562962	121	Bachelor's Flat No 10 vacated by Kajal Mishra, Purbapalli, Santiniketan
22.	Samit Bor, Mobile no 9088198281	298	Bachelor's Flat No 11 vacated by Sukumar Hazra, Purbapalli, Santiniketan
23.	Manish Kumar, Mobile no 8340704800	21	Bachelor's Flat No 14 vacated by Computer Centre, Purbapalli, Santiniketan
24.	Satyaki Mali, Mobile no 8910269698	07	Bachelor's qtrs.no.-03 & 04, vacated by Sri Pabitra Mondal, Ratanpalli, Santiniketan
25.	Sk Soyel, Mobile no 8145960545	80	Bachelor's qtrs.no.-11 & 12, vacated by Sri Sanjoy Rakshit, Ratanpalli, Santiniketan
26.	Sibsankar Sahoo, Mobile no 7029341930	133	Bachelor's qtrs.no.-15 & 16, vacated by Sri Manab Bagdi, Ratanpalli, Santiniketan
27.	Sangannagari, Mobile no 7731053747	180	D type qtrs. no-17 vacated by Debidas Karmarkar, Sevapalli, Santiniketan
28.	Manish, Mobile no 8930302129	17	D type qtrs. no-19 vacated by Ahmed Hussan, Sevapalli, Santiniketan
29.	Sankhadip Maity, Mobile no 8167092272	45	D type qtrs. no-12 vacated by Ram Narayan Roy, Dakshinipalli, Santiniketan
30.	Souvik Bandyopadhyay, Mobile no 9434380141	52	D type qtrs. no-10 vacated by Birendra Kumar, Dakshinipalli, Santiniketan
31.	Yogendra Singh, Mobile no 7877779025	72	D type qtr no 7 vacated by Ananda Bagdi, Vinaya Bhavana, Sriniketan
32.	Sagar Sarkar, Mobile no 8145116467	341	D type qtr no 31 vacated by Basudeb Sadhu, Vinaya Bhavana, Sriniketan

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

**A.** 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.

**B.** 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.

**C.** 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.



*18/10/2023*  
**Joint Registrar (Estate)**  
**Visva-Bharati**

**Joint Registrar**  
**Estate Office**  
**Visva-Bharati**



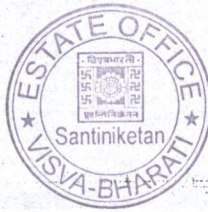
**Copy to:-**

- a. All allottees.
- b. Prof. N.C.Mondal, Chairman of Accommodation (Allotment) Sub- Committee, V.B.
- c. Prof. Ashok Kumar Sarkar-Member, PSV
- d. Prof. Goutam Kumar Das, Kala-Bhavana-Member
- e. Prof. Anil Kumar, Dep't of AIHC& A- Member
- f. Principal, Patha-Bhavana & Member
- g. University Engineer- with request to arrange for white-washing/minor repairing of the qtrs. Allotted
- h. Joint Registrar (Accounts), V.B.
- i. Assistant Engineer (Electrical) Santiniketan, V.B.
- j. Assistant Engineers (Electrical) Sriniketan, V.B.
- k. J. R. and C.S to the Vice-Chancellor, V.B.
- l. P.A to the Registrar
- m. **In-Charge, Computer Centre, VB - Kindly uploads the allotment on Visva-Bharati web-site for wide circulation.**

  
**Joint Registrar (Estate)**  
**Visva-Bharati**

Joint Registrar  
Estate Office  
Visva-Bharati





To  
The Joint Registrar (Estate)  
Visva-Bharati

(Recent colour photograph)

Sir,  
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: - *Estate/GT-8/217/23-24*

dated:- *18-10-2023*

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):

Name

Age

Relationship

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.