It is notified for general information that <u>Departmental Examination</u> for promotion to different grades will be held on 29.11.2020 (Sunday) as per Notice issued by Joint Registrar (Examinations) vide Ref. No. EXAM/PR-DPT/2020-21 dated 19.11.2020. Admit Cards may be collected from the Establishment Section, Visva-Bharati.

In this connection, examinees are requested to adhere to the following instructions for smooth conduct of the Examination.

- 1) Examinees must wear mask, bring personal hand sanitizer and follow the Government guidelines and SOPs prescribed by the Government.
- 2) Examinees are requested to report at the Examination Venue <u>at least 30 minutes</u> <u>before</u> commencement of Examination.
- 3) Carrying of mobile phone, electronic devices of communication and bags in the examination hall are strictly prohibited. Ordinary (Non-Programmable) calculator may be allowed for the Accountancy paper only.

Visva-Bharati

Memo No. EXAM/E.8.9/ 2020-21

Date: 21.11.2020

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Copy forwarded for information and necessary action to :-

1. All Directors / Adhyakshas of the Bhavanas / Vibhagas, Visva-Bharati

2. Adhyaksha, Granthana Vibhaga, Visva-Bharati

3. All Heads of Academic & Non-Academic Departments / Centres / Sections, Visva-Bharati

4. Proctor / Dean of Students Welfare, Visva-Bharati

- 5. Prof.-in-Charge of Security, Visva-Bharati
- 6. Librarian, Central Library, Visva-Bharati

7. Finance Officer , Visva-Bharati

8. Joint Registrar (Establishment), Visva-Bharati

9. All Joint Registrars/ Deputy Registrars / IAO / Assistant Registrars , Visva-Bharati In-Charge, Visva-Bharati Computer Centre - Kindly upload it in the University website.

11 CMO / CSO / UE, Visva-Bharati

- 12. CS to Vice-Chancellor, Visva-Bharati
- 13. PA to Registrar, Visva-Bharati
- 14. Office File(E.8.9 & PR-DPT)