



VISVA-BHARATI
SANTINIKETAN

Ref.No. V.B./EST-II/33

Date: 29/03/2023

The Joint Registrar (Accounts)
Visva-Bharati

Sub: Administrative approval towards encashment of 10 days earned leave for LTC journey

With reference to the above, the undersigned is directed to convey that the competent authority has been pleased to approve towards encashment of 10 days earned leave as admissible for availing LTC journey in favour of the following employees.


It may further be noted that 10 days leave encashment would be made to the employee who have submitted LTC final bills for adjustment.

It may be ensured that all LTC advances are to be adjusted within a maximum period of three (03) months from the date of completion of journey.

Details are given below:-

Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment	Previously Availed (No.)
1.	Sri Ajoy Kumar Sharma, Assistant Librarian (Stage-3), Cheena-Bhavana, V.B.	2008025	Vellore	04/12/2022-15/12/2022	Nil
2.	Sri Barid Baran Ghosal, M.T.S., Institute of Agriculture, Palli Siksha Bhavana, V.B.	1992006	Kolkata	23/12/2022-27/12/2022	03
3.	Sri Birup Kumar Chatterjee, Office Assistant, Sangit Bhavana (RSGK), V.B.	1997101	Puri	16/02/2023-20/02/2023	04
4.	Sri Buddhadev Das, Peon, Cheena-Bhavana, V.B.	2002091	Bardhaman	17/01/2023-18/01/2023	Nil
5.	Sri Joydeb Chattopadhyay, Junior Engineer, Engineering Department, V.B.	2004036	Gushkara	22/12/2022-22/12/2022	04
6.	Sri Kanchan Kumar Laha, Office Assistant, Department of Mathematics, Siksha-Bhavana, V.B.	2001035	Kolkata	19/12/2022-20/12/2022	01
7.	Sri Niranjan Sikdar, Skilled Labour, Institute of Agriculture, Palli Siksha Bhavana, V.B.	2001032	Kolkata	25/12/2022-28/12/2022	Nil
8.	Sri Prasanta Roy, Senior Assistant, Department of Mathematics, Siksha-Bhavana, V.B.	2000050	Kolkata	23/12/2022-25/12/2022	01
9.	Sri Sisir Chandra Das, Section Officer, Examination Section, V.B.	2008017	Agartala	25/12/2022-29/12/2022	05
10.	Sri Subhendu Kumar Guha, Senior Assistant, Accounts Office, V.B.	2004048	Araku	29/12/2022-04/01/2023	03
11.	Sri Subir Bhattacharya, Senior Assistant, Examination Section, V.B.	2001094	Hasimara	27/12/2022-31/12/2022	Nil
12.	Sri Trisit Debnath, Draftsman Grade-I, Engineering Department, V.B.	1993002	Ooty	02/12/2022-17/12/2022	03
13.	Sri Utpal Mahara, Laboratory Assistant, Department of Zoology, Siksha-Bhavana, V.B.	2001002	Kolkata	27/12/2022-29/12/2022	01

Necessary steps may please be taken accordingly.


29/03/2023
Deputy Registrar (Establishment)
Visva-Bharati

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1. Person concerned(13)
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