



**VISVA-BHARATI  
SANTINIKETAN**

**OFFICE ORDER**

The undersigned is to convey that the following rearrangement of official duties is made in the interest of the University with immediate effect.

Sl. No.	Name & Designation	From	To
1.	Shri Abhijit Sengupta Manager, Press	Granthana-Vibhaga	Accounts Office
2.	Shri Ashis Pathak Deputy Manager (Production)	Granthana-Vibhaga	Proctor's Office
3.	Shri Ambika Charan Adhikary Section Officer	Examination Section	Internal Audit Office
4.	Smt Kakali Kalsi Section Officer	Internal Audit Office	Finance Office
5.	Shri Biswanath Jyoti Section Officer	Development Section	Registrar's Office
6.	Shri Swarupendu Biswas Senior Assistant	Registrar's Office	Granthana-Vibhaga
7.	Shri Bhagirath Mandal Senior Assistant	Finance Office	Examination Section
8.	Shri Amindra Roy Senior Assistant	Proctor's Office	Accounts Office
9.	Shri Ganesh Ghosh Office Assistant	Bhasha-Bhavana Office	Development Section
10.	Shri Binoy Bhusan Dey Laboratory Attendant	Palli Siksha Bhavana	Department of Philosophy
11.	Shri Bajan Chore MTS	Garden Section	Accounts Office
12.	Shri Sonai Soren MTS	Accounts Office	Garden Section

Head(s) of the Department(s) concerned is/are requested to release the above incumbent(s) immediately to enable to join the new place of posting. The joining report may be sent to the undersigned through the Head of the Department concerned within three days from the date of issuance of this office order.

No- REG/O.O./89/ 1203

Date- 15/11/2019

15/11/2019  
Registrar (Acting)  
Visva-Bharati

To,

1. Person(s) concerned | Through Head of the  
| Department concerned

**Copy forwarded for information and necessary action to:**

1. All Directors/Principals of all Bhavanas/ Vibhagas
2. All Heads of Academic and Non-teaching Departments/ Centres/Sections
3. Proctor
4. Finance Officer
5. Joint Registrar (Accounts)
6. Joint Registrar (Establishment)
7. All Joint Registrars/ JFO/Deputy Registrars/IAO/Assistant Registrars
8. C.M.O./C.S.O/U.E.
9. CS to Vice-Chancellor
10. Assistant Registrar (Meeting)
11. PA to Registrar
12. Pay Fixation Cell
13. University Webmaster - to upload in the University Website
14. Hindi Officer - to translate into Hindi and arrange to upload in the website
15. File