



**Visva-Bharati**  
**Santiniketan**

**NOTICE**

The undersigned is directed to convey that an urgent meeting with the following officials will be held on 24/01/2020 (Friday) at 3.00 p.m. in the Conference Hall of Central Library, Visva-Bharati.

Hon'ble Vice-Chancellor will chair the meeting.

All are requested to kindly make it convenient to attend the meeting.

**Officials :**

1. All Directors
2. All Principals of the Bhavanas / Vibhaga
3. Registrar
4. Finance Officer
5. Proctor
6. All HOD's
7. Prof.-In-Charge, Security
8. Chief Medical Officer, Pearson Memorial Hospital
9. In-Charge, Computer Centre
10. All Joint Registrars & equivalent/All Deputy Registrars & equivalent/All Assistant Registrars & equivalent
11. Special Officer, Rabindra Bhavana
12. University Engineer
13. Deputy Registrar & C.S. to Vice-Chancellor
14. University Librarian(Offg.), Central Library
15. Chief Security Officer (Offg.)
16. Joint Secretaries, Karmi-Parishad
17. Shri Rajesh K.V., Sangit Bhavana
18. Prof. Aravindo Mandal, Silpa Sadana
19. Prof. Biplab Loho Choudhury, CJMC
20. Dr. Ajoy Kumar Das, Dept. of Japanese
21. Dr. Prashant Meshram, Joint Registrar
22. Shri Debabrata Hazari, Assistant Librarian
23. Shri Bidyut Sarkar, Granthana-Vibhaga, Kolkata
24. Shri Asit Garai, Department of Chemistry

Memo No. REG/Notice/93/1322

Date: 22<sup>nd</sup> Jan., 2020

22/1/20  
Registrar (Acting)  
Visva-Bharati

To: All Officials as stated above.

**Copy to:**

1. Dy. Registrar and C.S. to Vice-Chancellor
2. Assistant Registrar (Meetings) – *With a request to arrange for Tea & Snacks.*
3. Section Officer, Finance Section – To render secretarial assistance.
4. P.A. to Registrar
5. University Webmaster - *To upload it in the University Website.*
6. Hindi Officer - *To translate in Hindi language and upload it in the University Website.*