

VICE-CHANCELLOR'S SECRETARIAT VISVA-BHARATI

NOTICE

The undersigned is directed to convey that as desired by the competent authority a meeting has been scheduled to be held on 09.09.2019 at 4.00 P.M. at the Chamber of the Vice-Chancellor. The following officials are requested kindly to make it convenient to attend the meeting.

- 1. Registrar (Acting)
- 2. Finance Officer (Acting)
- 3. Librarian
- 4. All Joint Registrar/Deputy Registrar/Assistant Registrar
- 5. Joint Finance Officer/Internal Audit Officer/University Engineer/Chief Security Officer
- 6. In-Charge, Computer Centre
- 7. Proctor
- 8. Dean of Student Welfare

Memo No VC/C1/ 33

Date: 08.09.2019

Dr. Tanmay Nag Deputy Registrar

Confidential Secretary to Vice-Chancellor Visva-Bharati

Copy forwarded for information and necessary action to:

- 1. All Officials
- 2. P.A.to Registrar
- 3. In-Charge, Computer Centre with a request to upload the notice in the university website
- 4. File