



VISVA-BHARATI
SANTINIKETAN

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

Date: 23/05/2023

✓ 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 Ashis Pathak, Deputy Manager (Production), Granthana Vibhaga, V.B.	2014021	Indaur	03/10/2022-13/10/2022	Nil
2.	Sri Chandra Sekhar Roy, Senior Assistant, Legal Cell, V.B.	2001095	Arakku	14/10/2022-19/10/2022	02
3.	Sri Deb Kumar Chatterjee, Office Assistant, Patha-Bhavana, V.B.	2001048	Kolkata	28/12/2022-29/12/2022	Nil
4.	Sri Dinesh Singh, Office Assistant, Patha-Bhavana, V.B.	2001033	Kolkata	26/12/2022-27/12/2022	01
5.	Prof. Ganesh Chandra Malik, Department of Agronomy, Palli Siksha Bhavana, V.B.	2003009	Kanyakumari	04/10/2022-12/10/2022	04
6.	Sri Gopal Kumar, Hindi Officer, Rajbhasha Cell, V.B.	2014039	Rameswaram	21/10/2022-27/10/2022	02
7.	Prof. Kahnu Charan Sahoo, Department of Education, Vinaya-Bhavana, V.B.	2006022	Kavaratti	20/10/2022-30/10/2022	01
8.	Sri Narottam Dey, Assistant Professor, Department of Biotechnology, Siksha-Bhavana, V.B.	2009038	Amritsar	26/12/2022-01/01/2023	04
9.	Prof. Narottam Senapati, Department of Sanskrit, Bhasha-Bhavana, V.B.	1994014	Chennai	24/12/2022-29/12/2022	03
10.	Sri Dipesh Chandra Maitra, Pump Operator, Accounts Office, V.B.	1989007	Sainthia	13/04/2023-13/04/2023	Nil
11.	Sri Ram Kumar Roy, Section Officer, Rabindra-Bhavana, V.B.	1985011	Guwahati	20/12/2022-25/12/2022	05
12.	Smt. Rita Mukherjee, Nursing Officer, P.M. Hospital, V.B.	1999002	Srinagar	22/03/2023-01/04/2023	05
13.	Smt. Sabahat Nausheen, Assistant Librarian, Rabindra-Bhavana Library, V.B.	2012010	Bangalore	24/12/2022-02/01/2023	Nil
14.	Sri Saradindu Sarkar, Semi Professional Assistant, Siksha-Bhavana Library, V.B.	2001097	Howrah	29/03/2023-29/03/2023	03
15.	Sk. Samsuzzoha, Generator Helper, Rabindra-Bhavana, V.B.	2001092	Guwahati	20/12/2022-25/12/2022	04
16.	Sri Sujoy Munshi, Computer Assistant, Establishment-II, V.B.	2001110	Nagpur	19/02/2023-23/02/2023	02
17.	Smt. Susmita Pal, Nursing Officer, P.M. Hospital, V.B.	1997060	Diu	25/11/2022-06/12/2022	04
18.	Sri Susmita Palit (Saha), Professional Assistant, Sangit Bhavana Library, V.B.	1997109	Silchar	24/12/2022-31/12/2022	03

Necessary steps may please be taken accordingly.


23/05/2023
Deputy Registrar (Establishment)
Visva-Bharati

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