



VISVA-BHARATI  
SANTINIKETAN

**NOTIFICATION**

This is to notify for information of all concerned that the Administration is going to update the information/data/record in respect of all Casual Labourers with Temporary Status (CLTS), Enlisted Casual Workers, (ECW) and outsourced workers(OSW) etc. rendering services at various Bhavanas/Departments/Centers/Offices/Sections of the University.

In view of the above, all controlling officers are requested to kindly furnish the data/information/record in respect of CLTS, ECW and OSW rendering services under their control as per the enclosed format (Annexure - I) within 15 (fifteen) days from the date of issue of this notification, to the undersigned positively.

Co-operation from all concerned is solicited.

Encl: As stated,

No.Admn./G/N-5/1003  
Date: 14/01/2020

  
14/01/2020  
Deputy Registrar  
(Administration)  
Visva-Bharati

To:

1. All Directors, Adhyakshas of Bhavanas/Vibhagas
2. Heads of all Academic and Administrative Deptts/Centres/Offices/Sections
3. All Deputy Registrars/Joint Registrars/Assistant Registrars
4. Deputy Registrar & Confidential Secretary to the Vice-Chancellor
5. University webmaster: To upload it in the University Website
6. Hindi Officer : To translate it into Hindi and arrange to upload the same in the University Website.
7. P.A. to Registrar.
8. Section Officer, General Section.
9. Shri Debashis Roy, General Section.

Information / Data of CLTS/ECW/OSW

Name [Block letter] :

Address :

Gender :

Date of Birth :  
(Supporting documents duly self attested)

Designation :

Date of Joining at Visva-Bharati :

Present place of posting :

Educational Qualification :  
(Supporting documents duly self attested)


Contact Number :

Signature of the Controlling Officer with seal

Signature of CLTS/ECW/OSW

Date:

Date:

 14/01/2020