



गणित सदन / Computer Centre
विश्वभारती / Visva-Bharati
सारांश सं./Docket No.502
तिथि/Date31-3-22

VISVA-BHARATI
SANTINIKETAN

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

Date: 29/03/2022

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 (3) 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
1.	Prof. Taraprasad Chattopadhyay, Department of Physics, V.B.	1986080	Kolkata	26/02/2022-28/02/2022
2.	Dr. Shaona Barik, Assistant Professor, Department of English, V.B.	2013031	Goa	11/02/2022-21/02/2022
3.	Smt. Archana Biswas, Office Assistant, Department of Physics, V.B.	1997121	Puri	03/01/2022-13/01/2022
4.	Sri Tapas Hazra, Peon, Accounts Office, V.B.	2000040	Kolkata	21/01/2022-24/01/2022
5.	Sri Sujay Lahiri, Senior Assistant, Examination Section, V.B.	1999013	Lucknow	18/01/2022-25/01/2022
6.	Sri Ahmed Hussain, Driver, Central Transport Cell, V.B.	2012037	Muzaffarpur	10/12/2021-20/12/2021
7.	Sri Bajon Chore, Mali, Accounts Office, V.B.	2002054	Kolkata	31/12/2021-01/01/2022
8.	Sri Dilip Kumar Mondal, Senior Assistant, Publishing Department, G.V., V.B.	1994005	Maldah	20/12/2021-21/12/2021
9.	Dr. Rafiqul Islam, Associate Professor, Lifelong Learning and Extension (REC), V.B.	1985061	Coochbehar and Doors area	23/12/2021-29/12/2021
10.	Sri Saikat Kumar Choudhury, Junior Engineer, Engineering Department, V.B.	1990001	Maldah	15/12/2021-18/12/2021
11.	Sri Shib Sankar Roy, Senior Assistant, Accounts Office, V.B.	1988058	Kolkata	30/12/2021-31/12/2021
12.	Sri Soumitra Kumar Chakraborty, Professional Assistant, Bangladesh Bhavana Library, V.B.	2000007	Agartala, Tripura	22/12/2021-27/12/2021

Necessary steps may please be taken accordingly.

 29/03/2022
Deputy Registrar
(Establishment)
Visva-Bharati

Copy to:-

1. Person concerned(12)
2. Guard file
3. Personal file
4. Hindi Officer, Hindi Cell
5. University Webmaster- Kindly upload it in the University website.