



VISVA-BHARATI  
SANTINIKETAN

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

Date: 24/10/2017

The Joint Registrar(Accounts)  
Visva-Bharati

Sub: Approval towards encashment of 10 days earned leave prior to commencement of LTC journey

Ref.V.B./EST-II/22 dt.26/09/2013

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 before proceeding on LTC journey in favour of the following employees subject to the condition that an undertaking to be obtained from the concerned employees prior to disbursement of the amount in terms of the above noted Reference No. issued in favour of Deputy Registrar (Accounts) earlier.

Details are given below:-

Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
1.	Sri Ashok Kumar Mahato, Joint Registrar, Estate Office/Legal Cell, (Cadre review Cell), V.B.	2005034	Chennai, Pondichery	12/10/2017-19/10/2017
2.	Sri Biswajit Pandey, Asstt. Professor, Deptt. of Physics, V.B.	2009050	Delhi-Agra	23/12/2017-29/12/2017
3.	Sri Goutam Chitrakar, Museum Artist, Rabindra-Bhavana, V.B.	1998002	Mysore, Ooty	17/10/2017-25/10/2017
4.	Sri Kallol Chatterjee, Asstt. Professor, Physical Education, V.B.	2014016	Andaman	11/10/2017-19/10/2017
5.	Smt. Rita Mukherjee, Staff Nurse, P.M.H., V.b.	1999002	Andaman	16/10/2017-23/10/2017
6.	Sri Sagar Bhandari, Sr. Compositor, Santiniketan Press, V.b.	1988123	Mathura	19/10/2017-28/10/2017

Necessary steps may please be taken accordingly.

Copy to:-

1. Person concerned(6)
2. Guard file
3. Personal file
4. Hindi Officer, Hindi Cell
5. University Webmaster- Kindly upload it in the University website

Joint Registrar  
(Establishment)

24.10.17 24/10/17

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