



VISVA BHARATI
SANTINIKETAN

NOTIFICATION
SUMMER VACATION (2016)

The Academic Departments of the University except Patha Bhavana and Siksha Satra will remain closed for the Summer Vacation from 1st June 2016 to 15th June, 2016, as already circulated vide notification No. Aca /S-19.2/939/2015-2016.

Patha Bhavana, and Siksha Satra (the school sections) will remain closed for the Summer Vacation from 10th May, 2016 to 8th June 2016 as already circulated on 05/12/2015.

Directors/ Adhyakshas of Bhavanas and Vibhagas and the Heads of the Academic Departments are requested to make necessary arrangements for engagement only one Academic Staff member for detention, if required, during Summer Vacation 2016.

Faculty members who will be detained during vacation period on getting prior administrative approval are eligible for Earned Leave to the extent of 1/3rd of the period of detention.

Heads of the Academic Departments are requested to send detention proposals to the Principal concerned with appropriate justification for such detention. Principals of Bhavanas are requested to forward the proposals with recommendations/ observation for all the Departments together Bhavana wise

Proposal for detention in prescribed proforma (attached) should reach this office immediately (within 07 days from the date of issue of this notification) for approval of the Vice – Chancellor.

Memo No EST/E-II/V.7
dt.28/04/2016

Joint Registrar
Establishment

Copy to:

- 1) Directors/ Adhyakshas of Bhavana / Sadana /Vibhaga.
- 2) All Heads of the Academic Department /Centre.
- 3) C.S to Vice Chancellor.
- 4) P.A to the Registrar
- 5) University Webmaster – to upload it, on the University Website

PROFORMA FOR DETENTION OF TEACHERS DURING SUMMER VACATION, 2016

SL.NO	Name (in full) of the Faculty with Department, Designation & Employee code,	Brief description of the work to be performed	Period of detention	Detailed justification for such inevitable detention.

Director/Adhyaksha of
Bhavana

Head of the Department with seal

(Single proposal in Bhavana wise is appreciated.)