

विश्वभारती  
VISVA-BHARATI

বিশ্বভারতী



ESTATE OFFICE



Memo no: - Estate/QT- 8/45/23-24

Date: 08-03-2024

**Sub: Circular for Allotment of Quarters in favour of Non-Academic employees**

The undersigned is directed to notify that the following allotments have been approved by the Administration on 07-03-2024 in favour of the following non-academic employees of Visva Bharati.

Allottees are requested to contact this office for clarifications, if any, and also to send the duly filled-in and signed information sheet (as enclosed) as a token of acceptance within **seven working days** from the date of issuance of this circular.

The allottees are also requested to contact the Junior Engineer (Electrical), Santiniketan / Sriniketan for finalization of the electric metre reading before occupying / vacating quarters.

Ref:- Circular no: Estate.QT-3.339.23-24 dated 23-01-2024

Sl.No	Name of allottees	Rank no	Particulars of Quarters
1.	RAJENDRA PRASAD PAL, ID No 2001038, Office Assistant Bhasha-Bhavana, M- 8768427833		C-type qtrs. no 34 vacated by Uday Roy, Dakshinpalli,
2	NABIN CHANDRA TUDU, Farm Mechanic, PSB, Ag.Farm ,		C-type qtrs. no 10 PSB, Sriniketan, vacated by Nabita Das Bhandari
3	SUBHA NANDY, MTS, ID No 2023276 Examination Section Mobile no 9933767960	66	L.S.S. qtrs. no 29 Sevapalli, vacated by Brahmananda Pradhan
4	AYANTIKA LAHA, MTS, Dept- Mathematics, ID No 2023018 Mobile no 9007590026	87	D-type qtrs. no 17 Sevapalli, vacated by Debidas Karmakar
5	SOURABH, MTS, ID No 2023162 NCC Office, Mobile no 9053285617	99	LSS qtrs.no.-24, Vinaya-Bhavana, vacated by Madhab Mishra
6	SURYAJIT LAHIRI, MTS, ID No 2023067 Siksha-Bhavana, Mobile no 8001075307	100	D-type qtrs. no 01/C Ratanpalli, vacated by Baidyanath Thander
7	SUVAM DAS, MTS, ID No 2023022 Examination Section, Mobile no 7001945573	110	L.S.S. qtrs. no 31, Sevapalli, vacated by Barendra Nath Proddhan
8	AMIT KUMAR CHAKI, MTS, ID No 2023062 PSV Office, Mobile no 9547713211	119	L.S.S. qtrs. no 07, PSB Water Tank vacated by Gopa Bhattacharya
9	SOURAV SINGHA, MTS, ID No 2023313, Silpa Sadana, Mobile no 7384876225	125	D-type qtrs no-02, Pearsonpalli, vacated by Nepal Kar
10	ARPITA NANDY, MTS, ID- 2023210, Mathematics Department, Mobile no 9831698233	137	D-type qtrs no-19, Sevapalli, vacated by Ahmed Hossein
11	SANTIMAY PAL, MTS, ID- 2023082, English Department, Mobile no- 8101189633	188	LSS Qtr no 28, Sevapalli, vacated by Abu Taleb
12	SAMAY SINGH MEENA, MTS, ID- 2023258, Physical Education	198	LSS Qtr no 2, PSV Water Tank, Sriniketan, vacated by Dharmendra Roy

Am 08/3/24

Sl.No	Name of allottees	Rank no	Particulars of Quarters
	Department, Mobile no- 8740887528		
13	SHUBHAM SRIVASTAVA, MTS, ID- 2023097, Rabindra Bhavana, Mobile No -6393170399	210	LSS Qtr no 16, Dakshinpalli, vacated by Somraj Hazra
14	MAHUA MAJI, MTS, ID- 2023231, CJMC, Mobile no- 8637539490	212	LSS Qtr no 27, Sevapalli, vacated by Chabi Das
15	SUDIPTA SARKAR, MTS, ID- 2023077, CJMC, Mobile no- 8240572974	218	LSS Qtr no 39, Dakshinpalli, vacated by Gopal Ankur
16	ARJUN BARMAN, MTS, ID- 2023129, Retirement Benefits, Mobile no- 8016347194	220	D-type qtrs no-08, Pearsonpalli, vacated by Sagar Sarkar
17	VIKASH KUMAR SHAW, MTS, ID- 2023229, Patha Bhavana, Mobile no- 8013759672	243	LSS Qtr no 24, Dakshinpalli, vacated by Archana Biswas
18	SHANTANU KARMAKAR, MTS, ID-2023131, Examination Section, Mobile no-8367816356	274	Bachelors Qtr no 29 & 29A PSB, Sriniketan vacated by Fuleshwar Thakur
19	NILRATNA DAS, MTS, ID- 2023033, Physical Education, Mobile no- 8102329658	315	LSS Qtr no 16, Vinaya Bhavana, vacated by Mantu Mandal
20	SUVADIP SARKAR, MTS, ID- 2023254, Silpa Sadana, Mobile no- 8167212728	355	Bachelors Qtr no 26 & 26A PSB, Sriniketan, vacated by Kanai Chatterjee
21	ANIL KUMAR, MTS, ID- 2023293, Central Library, Mobile no- 9519407393	368	LSS Qtr no 21, Vinaya Bhavana, vacated by Laltu Mandal

**Relevant portions of the Accommodation Rules:-**

**A.** If an employee fails to accept the allotment of residence made to him under the rules, within **SEVEN** days or fails to take possession of the residence after acceptance, **within 30 days** from the date of receipt of the letter of allotment, he/she shall not be eligible for another allotment for a period of one year from the date of issue of allotment letter and the residence shall be allotted to the next eligible employee.

**B.** Where an employee who is in occupation of a residence is allotted another residence and he/ she occupies that residence, the allotment of the former residence shall be deemed to be cancelled from the date of occupation of the new residence. He may, however retain the former residence without payment of licence-fee for the day and the subsequent day of shifting.

**C.** Provided that if the former residence is not vacated by the subsequent day as aforesaid, the employee shall be liable to pay damage for use and occupation of the residence equal to the market licence-fee to be determined by the Accommodation Committee from time to time or double the penal licence-fee under **FR-45-B** with effect from the date he/she takes possession of the latter residence.

  
**Joint Registrar (Estate)**  
**Visva-Bharati**

**Copy to:-**

- All allottees.
- Prof. N.C.Mondal, Chairman of Accommodation (Allotment) Sub- Committee, V.B.
- Prof. Ashok Kumar Sarkar-Member, PSV
- Prof. Goutam Kumar Das, Kala-Bhavana-Member
- Prof. Anil Kumar, Dep't of AIHC& A- Member
- Principal, Patha-Bhavana & Member

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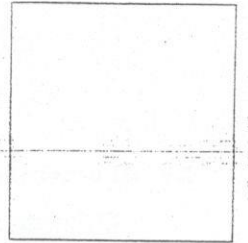




- g. University Engineer- with request to arrange for white-washing/minor repairing of the qtrs. Allotted
- h. Joint Registrar (Accounts), V.B.
- i. Assistant Engineer (Electrical) Santiniketan, V.B.
- j. Assistant Engineers (Electrical) Sriniketan, V.B.
- k. J. R. and C.S to the Vice-Chancellor, V.B.
- l. P.A to the Registrar
- m. **In-Charge, Computer Centre, VB - Kindly uploads the allotment on Visva-Bharati web-site for wide circulation.**

**Joint Registrar (Estate)  
Visva-Bharati**

To  
The Joint Registrar (Estate)  
Visva-Bharati



(Recent colour photograph)

Sir,

I accept the allotment of qtrs no. \_\_\_\_\_ located at \_\_\_\_\_  
Vacated by \_\_\_\_\_. These are my particulars:-

INFORMATION SHEET FOR ALLOTTEES OF RESIDENTIAL QUARTERS.

Ref: - Allotment circular no: - Estate/ST-8/456/23-24

dated:- 08/03/2024

1. Name (in block letters) & Telephone no:
2. ID No.
3. Category: SC/ST/OBC/PH/General:
4. Permanent Address (including home state, District, P.O., P.S.):
5. Date of Birth:
6. Date of entry in Visva-Bharati Service:
7. Date of confirmation against a permanent post:
8. Present Designation and place of posting:
9. Present Pay Scale.
10. Date of superannuation:
11. Name of husband/wife:
12. Does the husband/wife reside in an accommodation provided by Gov't /PSU/  
Autonomous body? If yes give details.
13. Details of dependents (except spouse):

Name

Age

Relationship

14. Whether it is a new allotment or a change of residence of the same type or higher type  
of residence:

15. Particulars of the existing University residence, if any, already allotted:

16. A) whether the applicant or his parents/ wife/ her husband/ children including step  
Children and legally adopted children /brothers / sisters own a house within 5 km. of  
the applicants place of duty: Yes/No

B) If the reply to the above is in the affirmative, indicate –

- i) Location of the house, house number and street etc -----
- ii) Relationship with the owner -----
- iii) Whether the owner is residing with is wholly dependent upon the applicant -----

#### DECLARATION

I hereby declare that I shall abide by the rules governing the allotment of residential quarters of the University and state that the particulars given by me above are correct and that allotment to be made to me or already made shall be subject to these rules and subsequent amendments, if any.

If subsequent to the allotment of the University accommodation I/ my wife/ husband or any dependent child (including step child and legally adopted child) or father, mother, brother or sister residing with and wholly dependent on me constructs a house or otherwise becomes owner in full or in part of a house located within 5 km. of the place of my duty, I shall notify the fact to the Registrar within a period of four weeks from the date on which I myself or such family member becomes owner the house.

Signature of the applicant with date

NB: If there is any break in service indicate the date of commencement of the existing continuous service. Not more than one change is allowed in respect of one type of residence allotted to the employee.