



SAMARTH OFFICE
VISVA-BHARATI

NOTICE

This is to notify for smooth implementation of Annual Performance Appraisal Report (APAR) and File Management and Tracking System (FTMS) that all employees of Visva-Bharati are requested to update their Visva-Bharati email id and active mobile number on SAMARTH Portal. For that, they may send an email requesting to update the same to vbsamarth.help@visva-bharati.ac.in

Officers are requested to create an administrative email id also for specifying designation (As for example, for Section Officer of Examination Section the id will be so.examination@visva-bharati.ac.in) to avoid official communication in their employee Visva-Bharati email id. After creating, please inform the SAMARTH Office through vbsamarth.help@visva-bharati.ac.in

Co-operation of all concerned is solicited.

This may kindly be treated as urgent.

Ref. No.: VB/SAMARTH/NOTICE/ 32 /2026-2027
Date: 09.06.2026

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