



VISVA-BHARATI  
SANTINIKETAN

**NOTIFICATION**

In view of the IMD forecast for cyclonic storm "**Fani**", the following preparedness will be maintained by various offices / sections of Visva-Bharati in addition to those notified yesterday.

1. The crane (with operator & helpers) that has been arranged by the University Engineer will be stationed near Garden Section Office from 3:30 pm today till 5:30 pm on 05.05.2019, under the supervision and control of Shri Sanjib Mondal, Superintendent, Garden Section.
2. Superintendent, Garden Section will co-ordinate all operations regarding removal of trees / branches, clearing roads, maintaining liaison with WBSEDCL, warning boarders / staff etc. The Chief Security Officer, Shri Ashok Mukherjee (Assistant Engineer, Electric), and Shri Goutam Ghosal (Assistant Engineer, Electric) will be the Joint Co-ordinators. These Officials may be contacted in case of emergencies.
3. A team of 10 personnel (for cutting / removing fallen trees) will be stationed at Garden Section Office on 24 X 7 basis till 5:30 pm on 05.05.2019. Garden Section will also keep a pick-up van (hired) on stand-by near Garden Section Office.
4. Estate Office will provide two aluminum ladders (22 feet / 11 feet) to Garden Section for the next two days.
5. All hostels especially Patha-Bhavana Hostels shall make adequate storage of drinking water in pots within 5:00 pm today.
6. Phone numbers of service providers of "Electrical Call Centres" of Visva-Bharati are available in all hostels. In case of emergencies they may be contacted by hostel staff. Electrical Call Centres at Sriniketan Kuthi Bari, Siksha-Bhavana (Pump House) and Santiniketan (near PMH) may be informed in person also.
7. In case of electrical emergencies related to service connection, the WBSEDCL call Centres may be contacted. Phone Numbers of local team of WBSEDCL is 94344-79964.

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8. Shri Gautam Ghosal (AE, E), Shri Ashok Mukherjee (AE, E), Shri Joydeb Chatterjee, (JE, E) and Shri Subir Mondal, (JE, E) will maintain continuous liaison with WBSEDCL regarding possible disruptions to power supply.
9. The Garden section Office near Chhatim tala will be the Crisis Management Centre till 5:30 pm on 05.05.2019. For this the JR, in-Charge, Garden Section and Superintendent Garden Section will make necessary arrangements for manpower.
10. Watch & Ward will provide all possible logistical assistance (like vehicle, search light, manpower etc.), as and when required by the Garden Section.

Memo No:- REG/Notify/156/889  
Date: 03.05.2019

  
Registrar (Acting)  
Visva-Bharati

**Copy to:**

1. All Directors / Principals of all Bhavanas / Vibhagas
2. All Heads of Academic and Non-teaching Departments/Centres/Sections/Sadana
3. Proctor
4. Dean of Students Welfare, Visva-Bharati
5. Faculty-in-Charge of Security
6. Finance Officer
7. Joint Registrar (Accounts)
8. All Joint Registrars / JFO / Deputy Registrars / IAO / Assistant Registrars
9. C.M.O. / C.S.O. / U.E
10. C.S. to Vice-Chancellor
11. P.A. to Registrar
12. Hindi Officer – *to translate into Hindi and arrange to upload in the University Website*
13. University Webmaster – *to upload in the University Website*