



**Visva-Bharati
Santiniketan**

NOTICE

A review meeting on Pous Utsava, 2019, will be held with the following officials, on 06/01/2020 (Monday) at 3.30 p.m. in the Conference Hall of Central Library, Visva-Bharati.

Hon'ble Vice-Chancellor will chair the meeting.

All are requested to kindly make it convenient to attend the meeting.

Officials :

1. All Directors
2. All Principals of the Bhavanas / Vibhaga, VB
3. Registrar, VB
4. Finance Officer, VB
5. Proctor, V.B.
6. All HOD's
7. Chief Medical Officer, Pearson Memorial Hospital, VB
8. In-Charge, Computer Centre, VB
9. All Joint Registrars
10. Special Officer, Rabindra Bhavana
11. All Deputy Registrars
12. University Engineer, VB
13. Prof.-In-charge, Security, VB
14. Deputy Registrar & C.S. to Vice-Chancellor, VB
15. Librarian, Central Library
16. All Assistant Registrars
17. Chief Security Officer (Offg.)
18. All members of Karmi-Parishad, Santiniketan, VB
19. All Members of Pous Meal Sub-Committees, Santiniketan
20. Honorary Secretary and all members of Santiniketan Trust

Memo No. REG/Notice/93/1299

Date: 02nd Jan., 2020

21/1/2020
Registrar (Acting)
Visva-Bharati

To: All Officials as stated above

Copy to:

1. Dy. Registrar and C.S. to Vice-Chancellor
2. Assistant Registrar (Meetings) – *With a request to arrange for Tea & Snacks.*
3. Section Officer, Development Section – *To render secretarial assistance.*
4. P.A. to Registrar
5. University Webmaster - *To upload it in the University Website.*