

विश्वभारती
VISVA-BHARATI



NOTICE

All the members of teaching and non-teaching employees of the University are requested to visit the Establishment Section on the working day within 15/01/2021 to 14/02/2021 (between 3.30 P.M to 5.30 P.M) to see the entries made in their Service Book and put their initial as a token of acknowledgement (As per schedule enclosed).

They are also requested to bring with them a self attested passport size photograph of their own to paste the same on their Service Book.

No. ESTAB/File Section/Miscellaneous
Dated : 12/01/2021


Registrar (Acting)
Visva-Bharati

Copy forwarded for information and necessary action to :-

1. All Directors/All Principals of Bhavanas, Sadanas, Vibhagas Visva-Bharati.
2. Heads of all academic and administrative Departments/Offices/Sections/Centres. Visva-Bharati.
3. C.S to Upacharya, Visva-Bharati.
4. P.A to Registrar, Visva-Bharati
5. University Webmaster – to upload it on the University Website.
6. Guard File.

SCHEDULE

1. All employees(both teaching & non-teaching) of Adhyaksha, Patha-Bhavana- 15/01/2021 to 16/01/2021
2. All employees(both teaching & non-teaching) of Adhyasha, Sangit-Bhavana-18/01/2021 to 19/01/2021.
3. All employees (both teaching & non-teaching) of Adhyaksha, Kala-Bhavana- 20/01/2021 to 21/01/2021
4. All employees (both teaching & non-teaching) of Adhyaksha, Bhasa-Bhavana-22/01/2021to 23/01/2021
5. All employees (both teaching & non-teaching) of Adhyaksha, Vidya-Bhavana – 25/01/2021 & 27/01/2021
6. All employees (both teaching & non-teaching) of Adyaksha, Siksha Satra-28/01/2021 to 29/01/2021
7. All employees of Director, Granthana Vibhaga, Visva-Bharati, Kolkata-30/01/2021 & 01/02/2021
8. All non-academic department of Visva-Bharati Santiniketan & Sriniketan – 02/02/2021 to 04/02/2021 including Rabindra-Bhavana.
9. All employees(both teaching & non-teaching) of Adhyaksha, Siksha-Bhavan- 05/02/2021 & 09/02/2021.
10. All employees (both teaching & non-teaching) of Adhyaksha, Vinaya-Bhavana- 10/02/2021 to 11/02/2021.
11. All employees of (both teaching & non-teaching) of Adhyaksha, Palli Samgathan Vibhaga, Sriniketan-12/02/2021 to 13/02/2021.
12. All employees of (both teaching & non-teaching of Adhyaksha, Palli Siksha Bhavana-12/02/2021 to 13/02/2021.