

विश्वभारती
VISVA-BHARATI



ADMINISTRATION SECTION

NOTICE



The undersigned is directed to convey that a meeting of the Committee consisting of the following Officials will be held on 08th December, 2025 at 3:30 p.m. in the Conference Room, Central Administrative Building, Visva-Bharati to finalize holidays, vacation, normal work suspended days etc. to be observed by the University in the calendar year-2026 in compliance with the communication made by the Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, Govt. of India vide its O.M. F.No. 12/2/2023-JCA dated 3rd July, 2025.

Officials:

- | | |
|---|---|
| 1. Director, SEIRR–Chairman | 15. Adhyaksha, Siksha-Satra |
| 2. Director, Culture & Cultural Relations | 16. Registrar |
| 3. Director, PSNS | 17. Finance Officer |
| 4. Director, Granthana Vibhaga | 18. Proctor |
| 5. Director, Indira Gandhi Centre | 19. Joint Registrar (Examinations) |
| 6. Adhyaksha, Siksha-Bhavana | 20. Joint Registrar (Development) |
| 7. Adhyaksha, Vidya-Bhavana | 21. Joint Registrar (SC/ST Cell) |
| 8. Adhyaksha, Bhasha-Bhavana | 22. Joint Registrar (Estate & Legal Cell) |
| 9. Adhyaksha, Sangit-Bhavana | 23. Joint Registrar (Academic & Research) |
| 10. Adhyaksha, Vinaya-Bhavana | 24. Joint Registrar & C.S. to V.C. |
| 11. Adhyaksha, Kala-Bhavana | 25. Internal Audit Officer |
| 12. Adhyaksha, Palli Siksha Bhavana | 26. Deputy Registrar (Administration & Establishment) |
| 13. Adhyaksha, Palli Samgathana Vibhaga | 27. Assistant Registrar (Administration) |
| 14. Adhyaksha, Patha-Bhavana | |

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

Memo No.: Admn./G/H.6/683

Date: 03.12.2025

To:

1. All Officials concerned
2. Section Officer (Meeting)–with a request to arrange to provide water, tea / coffee and snacks to the Officials of the meeting.
3. P.A. to the Registrar.
4. University Webmaster–With a request to upload it in the University Website.

 03/12/2025
Deputy Registrar (Administration)
Visva-Bharati
उप-कर्मसचिव / Deputy Registrar
प्रशासन अनुभाग / Administration Section
विश्वभारती / Visva-Bharati