



VISVA-BHARATI  
SANTINIKETAN

Ref.No. V.B./EST-II/33

Date: 24/01/2024

The Joint Registrar (Accounts)

Visva-Bharati

Sub: Administrative approval towards encashment of 10 days earned leave for LTC journey

With reference to the above, the undersigned is directed to convey that the competent authority has been pleased to approve towards encashment of 10 days earned leave as admissible for availing LTC journey in favour of the following employees.


It may further be noted that 10 days leave encashment would be made to the employee who have submitted LTC final bills for adjustment.

It may be ensured that all LTC advances are to be adjusted within a maximum period of three (03) months from the date of completion of journey.

Details are given below:-

Sl.No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment	Previously Availed (No.)
1.	Sri Amit Kumar Das, Section Officer, Retirement Benefit Section, V.B.	1988035	Pune	07/12/2023-17/12/2023	03
2.	Prof. Asmita Sengupta, former Professor, Department of Physics, Siksha-Bhavana, V.B.	1993047	Neil Island	03/11/2023-07/11/2023	03
3.	Sri Chhatrapati Murmu, Assistant Lecturer, Patha-Bhavana, V.B.	2005024	Rudraproyag	31/10/2023-09/11/2023	02
4.	Sri Jagobandhu Roy, Senior Compositor, Central Library, V.B.	1988125	Kolkata	19/12/2023-21/12/2023	02
5.	Sri Milan Modak, Office Assistant, Department of Chemistry, Siksha-Bhavana, V.B.	2000018	New Jalpaiguri	27/10/2023-02/11/2023	02
6.	Sri Pradip Birbashi, Junior Office Assistant, Accounts Office, V.B.	2001116	Chandigarh	01/11/2023-12/11/2023	03
7.	Sri Rajendra Balmiki, Lab. Assistant, Department of Botany, Siksha-Bhavana, V.B.	2001113	Asansol	01/12/2023-04/12/2023	03
8.	Sri Rajesh K.V., Department of R.S.D.D., Sangit Bhavana, V.B.	2012018	Trissur	27/05/2023-02/07/2023	00
9.	Sri Ratan Kumar Ojha, Peon, Examination Section, V.B.	1995108	Buxar	08/12/2023-18/12/2023	05
10.	Sri Sandeep Kumar Bhakat, former Assistant Lecturer, Siksha-Satra, V.B.	1989063	Kolkata	20/12/2023-21/12/2023	03
11.	Sri Sandip Kumar Chatterjee, Office Assistant, Estate Office, V.B.	1999021	Bangalore	23/11/2023-30/11/2023	03

Necessary steps may please be taken accordingly.

  
25/01/2024  
Deputy Registrar (Establishment)  
Visva-Bharati

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1. Persons concerned(11)
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