



VISVA-BHARATI
SANTINIKETAN


OFFICE ORDER

Further to the Office Order vide No. Reg/OO/89/79 dated 10.04.2015, the undersigned is directed to convey that the Upacharya has been pleased to approve the following measures in order to ensure coordination and uniformity of the services being provided by Self Help Group (SHG)/Tribal Cooperatives etc. at various Bhavanas/ Vibhagas / Departments / Centres / Offices / Sections of the University :

1. Shri Ashoke Kumar Mahato, Deputy Registrar, Estate is hereby authorised to engage such manpower in the University as a single agency instead of hiring services individually by the Bhavanas/ Vibhagas/Departments/ Centres /Offices/Sections of the University.
2. The expenditure towards payment of wages for availing services will be borne from the respective budget of Bhavanas/Vibhagas/Departments/ Centres / Offices of the University.
3. Campus cleaning / upkeep, garden maintenance, roads cleaning etc. will be coordinated by the Deputy Registrar, Estate.
4. All gardens including Rabindra Bhavana garden are brought under the Deputy Registrar, Estate for uniform services.

This comes into force with immediate effect.

No. Reg/OO/89/93
Date: 01.05.2015


Registrar
Visva-Bharati

To :

1. Shri Ashoke Kumar Mahato, Deputy Registrar, Estate

Copy to :

1. Pro-Vice Chancellor/All Provosts/Directors/Adhyakshas of Bhavanas/Vibhagas
2. Heads of all Academic and Administrative Departments/Centres/Offices
3. Finance Officer
4. Dean of Students' Welfare
5. Proctor
6. Chief Medical Officer, Pearson Memorial Hospital
7. Internal Audit Officer
8. Deputy Registrar, Accounts
9. Joint Registrars/Deputy Registrars/Assistant Registrars
10. C. S. to Vice-Chancellor
11. Assistant Registrar, Office of the Pro-Vice Chancellor
12. Overseer, Garden Section
13. Superintendent, Garden Section
14. P. A. to the Registrar
15. University Webmaster - to upload it on the University Website