



**Visva-Bharati**  
**Santiniketan**

**NOTIFICATION**

This is to notify that in view of the Convocation-2019 and the Presidential visit to be held on 11.11.2019, all administrative offices (including offices of the Principals, Proctor, Director PSNS, Central Library, Rabindra-Bhavana) will remain open till 7:00 pm on 08.11.2019, 09.11.2019 and 10.11.2019. Concerned head & in-charge shall communicate this to employees under his / her control.

Memo. No. REG/Notify/156/1188  
Date: 05.11.2019

Registrar (Acting)  
Visva-Bharati

**Copy forwarded for information and necessary action:**

1. All Directors / Principals of all Bhavanas / Vibhagas
2. All Heads of Academic and Non-teaching Departments/ Centres/ Sections/ Sadana
3. Proctor
4. Faculty-in-Charge of Security
5. Librarian, Central Library
6. Finance Officer
7. All Joint Registrars / JFO / Deputy Registrars / IAO / Assistant Registrars
8. C.M.O. / C.S.O. / U.E
9. Dy. Registrar and C.S. to Vice-Chancellor
10. P.A. to Registrar
11. Hindi Officer – to translate into Hindi and arrange to upload in the University Website
12. University Webmaster – With a request to upload in the University Website