

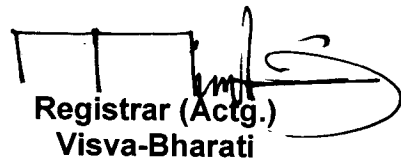
VISVA-BHARATI
SANTINIKETAN

OFFICE ORDER

The undersigned is directed to convey that the Upacharya is pleased to approve that, during the absence of Professor Santanu Ray, HOD, Zoology, Siksha-Bhavana on medical ground, Professor Arun Kumar Ray, Department of Zoology, Siksha-Bhavana will perform all the normal duties as Head, Department of Zoology, Siksha-Bhavana, Visva-Bharati on temporary basis with effect from **26-02-2016** till Professor Santanu Ray resumes his duties as Head, Department of Zoology, Siksha-Bhavana or until further orders whichever is earlier.

Memo No. Est / E-I / AOH & IC / 2015-16/ 42

Date: 26-02-2016


Registrar (Actg.)
Visva-Bharati

To

- 1) Prof. Santanu Ray, Head, Department of Zoology, Siksha-Bhavana
- 2) Prof. Arun Kumar Ray, Department of Zoology, Siksha-Bhavana

Copy forwarded for information & necessary action to:-

- 1) Pro-Vice-Chancellor / Directors / Principals of Bhavana / Vibhagas
- 2) All Heads of Departments / Centres / Sections
- 3) Joint Registrar-(Examination) / Deputy Registrar-(Academic, Research)
- 4) Proctor & Chairman, (HMC)
- 5) Dean / Deputy Dean of Students Welfare
- 6) Finance Officer
- 7) All Joint Registrars / Deputy Registrars / Assistant Registrars
- 8) Deputy Registrar (Accounts)
- 9) Chief Medical Officer / Chief Security Officer / University Engineer
- 10) Internal Audit Officer
- 11) Hindi Officer- [With a request to translate it into Hindi and arrange to upload in the University Website]
- 12) C.S to Upacharya
- 13) P.A. to Registrar
- 14) Section Officer, Meeting
- ✓ 15) University Web-Master- Please upload it in the University Website
- 16) Personal file of Prof. Arun Kumar Ray and Prof. Santanu Ray