



**VISVA-BHARATI
SANTINIKETAN**

OFFICE ORDER

In terms of the UGC's communication Vide No. F-4-5/2009 (JCRC) dated 09/07/2010 and DOPT's OM No. 35034/3/2008-Estt. (D) dated 19/05/2009 and DOPT's OM No. 35034/3/2015 dated 22.10.2019-Estt., the Vice-Chancellor constituted the screening committee for implementation of MACP scheme for non-teaching employees of the University. Based on the recommendations of the Screening Committee made on 19/08/2025, the Upacharya, subject to ratification by the Executive Council, has been pleased to pass order that MACP would be granted to the following Non-teaching employees as mentioned against each employee.

Sl. No.	ID No.	Name of the employee	D.O.B.	Date of initial joining In Visva-Bharati with post & pay scale	Promotion/financial up gradation if any with pay scale & date of effect.	Date of 10 years from the date of joining	Date of 20/30 years' service	Present designation & date of joining of present post	Core pay scale of the present post approved by Govt. of India/UGC	Pay scale presently enjoyed by the employee	Pay scale to be granted under MACP Scheme	Date of effect	MACP granted/Remarks
1	2002031	Smt. Kheli Sardar Helper,	25/01/1965	11/02/2002 Helper Scale of Pay Rs. 2550-55- 2660-60- 3200	1 st MACP PB-1 GP-1900/- Level-2 11/02/2012	11/02/2012	11/02/2022	Helper/ 11/02/ 2002	PB-1, GP- 1800/- Level-1	PB-1, GP- 1900/- Level-2	PB-1, GP- 2000/- Level-3	11/02/2022	2 nd MACP (Retired on 31/01/ 2025)
2	1991035	Smt. Subhadra Majumder Museum Assistant, Kala-Bhavana	10/02/1962	Museum Assistant 05.10.1991 1400-2300 Rationalized 1640-2900 Revised 5500-9000	1 st MACP PB-2, GP- 4600 Level-7 01.09.2008 2 nd MACP PB-2, GP- 4800 Level-8 05.10.2011	05/10/2001	05/10/2011 05/10/2021	Museum Assistant 05.10.1991	PB-2, GP-2800	PB-2, GP- 4800 Level-8	PB-2, GP- 5400 Level-9	05/10/2021	3 rd MACP (Retired on 28/02/ 2022)

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विश्वभारती
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Pay of the incumbents will be fixed as per rules. However, the grant of higher pay scale is subject to the undertaking that in the event of overpayment, which may be detected at a later stage, the same will be recovered from their pay. Enhanced pay will be disbursed on receipt of the undertaking by the Accounts Office. Representation, if any from the employees concerned, should be made within 30 days from the date of issuance of this order.

Reg. No. Estab./E-III/MACP
Date: 29/08/2025

Registrar (Acting)
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Copy forwarded for information and necessary action to:

1. Finance Officer – With a request to place it before the Finance Committee for acceptance
2. Deputy Registrar (Establishment)
3. Joint Registrar (Accounts)
4. Internal Audit Officer
5. C.S. to Vice-Chancellor
6. Assistant Registrar (Meeting) – for ratification by the Karma-Samiti
7. PA to Registrar
8. In-Charge Hindi Cell – to translate into Hindi and arrange to upload in the University Website
9. Pay Fixation Cell
10. File Section – to record in the personal file of the person concerned
11. University Webmaster – to upload in the University Website