



Visva-Bharati
Granthana Vibhaga

OFFICE ORDER

With reference to the Office Order Sl. no. 1, this is to notify that the imprest amount of Rs. 3000/- (Three thousand only) currently in the name of Sri Ashis De, E.C.W., will be transferred in the name of Sri Anup Prasad, Office Assistant, presently In-charge of Shop no. 1, College Street, Kolkata.

Sl.No. ADH/132
Date: 28.07.2025

Sri Anup Prasad 28.07.25
Director (Officiating)
Visva-Bharati Granthana Vibhaga

পরিচালক (গ্রন্থনবিভাগ, বিশ্বভারতী)
भरिचालक (ग्रन्थनविभाग, विश्वभारती)
Director (Publishing Dept. Visva-Bharati)

Copy for necessary information to:

1. Deputy Manager (Production), VBGV
2. Deputy Manager (Sales) (Officiating), VBGV
3. P.A. to Director (Offg.), VBGV
4. Inventory Manager, VBGV
- ✓ 5. In-charge (Accounts), VBGV
6. In-charge (Shop No. 1), VBGV
7. In-charge (Shop No. 3), VBGV
8. Cashier, VBGV
9. Person Concerned
10. Office Order File, Establishment Section, VBGV