

VISVA-BHARATI
DEPARTMENT OF EDUCATION
VINAYA BHAVANA, SANTINIKETAN

गणित्र सदन / Computer Centre
विश्वभारती / Visva-Bharati
सारांश सं./Docket No.141.
लिथि/Date2/6/17

Ref: VIN-02-2017-18/30

Date: 12-05-2017

To
The Registrar
Visva-Bharati, Santiniketan

Sub: Handover & Takeover the charge of the Office of the Head, Department of Education, Vinaya-Bhavana, Visva-Bharati, Santiniketan

With reference to Memo No. Estab. / E-I / AOH & IC / 2017-18/ 06 dated 06-05-2017, I hereby handover the charge (Additional) of the office of the Head, Department of Education, Vinaya-Bhavana, Visva-Bharati, Santiniketan to Prof. Benudhar Chinara, Professor, Department of Education, Vinaya-Bhavana on this day of 12th May 2017 Forenoon.

Sd/-
(Prof. Sabujkoli Sen) 12-05-2017
Director, SEI&RR & Principal, Vinaya-Bhavana

With reference to the above I, Prof. B.D. Chinara, Professor, Department of Education, Vinaya-Bhavana takeover the Charge of the Office of the Head, Department of Education, Vinaya-Bhavana, Visva-Bharati, Santiniketan on this day of 12th May 2017 Forenoon.

Sd/-
(Prof. Benudhar Chinara) 12-05-2017
Professor, Department of Education, Vinaya-Bhavana

Memo No. Estab. / E-I / AOH & IC / 2017-18/ 09

SANTINIKETAN

Date: 01-06-2017

To
1) Prof. Sabujkoli Sen, Director, SEI&RR & Principal, Vinaya-Bhavana
2) Prof. Benudhar Chinara, Head, Department of Department of Education, Vinaya-Bhavana.

Copy forwarded for information & necessary action to:-

- 1) Pro-Vice-Chancellor / All Directors / All Principals of Bhavana / Vibhagas
- 2) All Heads of Departments / Centres / Sections
- 3) Finance Officer / JFO / Joint Registrar-(Accounts) / IAO
- 4) Proctor & Chairman, (HMC)
- 5) Dean / Deputy Dean of Students Welfare
- 6) Chief Medical Officer / Chief Security Officer / University Engineer
- 7) All Joint Registrars / All Deputy Registrars / All Assistant Registrars
- 8) C.S to Upacharya
- 9) Assistant Registrar-(Meeting) -for placing it for ratification of the E.C.
- 10) P.A. to Registrar
- 11) University Web-Master- Please upload it in the University Website
- 12) Personal file-(02

Joint Registrar (Establishment)
Visva-Bharati