



VISVA-BHARATI
SANTINIKETAN

Ref.No. V.B./EST-II/33

Date: 07/07/2017

The Joint Registrar(Accounts)
Visva-Bharati

Sub: Approval towards encashment of 10 days earned leave for LTC journey

With reference to the above, the undersigned is directed to convey that the competent authority has been pleased to approve towards encashment of 10 days earned leave as admissible for availing LTC journey in favour of the following employee.

It may further be noted that 10 days leave encashment would be made to the employee who have submitted LTC final bills for adjustment.

It may be ensured that all LTC advances are to be adjusted within a maximum period of three (3) months from the date of completion of journey.

Details are given below:-

Sl. No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
1.	Sri Adyanath Chatterjee, Security Guard, W & W, V.B.	1986056	Kolkata	07/06/2017-08/06/2017
2.	Sri Anup Prasad, Jr. Office Asstt., G.V., V.B.	2011045	Nalanda, Bihar	25/06/2017-30/06/2017
3.	Smt. Archana Biswas, Jr. Office Asstt., Deptt. Of Physics, Siksha-Bhavana, V.B.	1997121	Tripura	16/04/2017-25/04/2017
4.	Sri Bipad Taran Banerjee, Security Guard, W & W, V.B.	1984034	Kolkata	17/06/2017-08/06/2017
5.	Sri Joydeb Sarkar, Jr. Office Asstt., Siksha-Satra, V.B.	1997114	Kolkata	16/06/2017-19/06/2017
6.	Sri Ramkrishna Konar, Section Officer, Aca & Res., V.B.	1991002	Andaman	01/06/2017-08/06/2017
7.	Sri Sanjib Kumar Das, Associate Professor, Indo-Tibetan Studies, V.B.	2008015	Darjeeling	16/05/2017-23/05/2017
8.	Prof. Saumen Kumar Maitra, Deptt. Of Zoology, Siksha-Bhavana, V.B.	2001012	Leh	04/06/2017-14/06/2017
9.	Sri Shyamlal Majumder, Work Asstt., Engineering Deptt., V.B.	1989011	Tawang	25/05/2017-02/06/2017
10.	Sri Sukumar Halder, Sr. Asstt., P.R. Office, V.B.	1988147	Kirnahar	16/06/2017-17/06/2017

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7-7-17

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Sl. No.	Name, Designation & Department	ID No.	Place	Period of LTC journey for leave encashment
11.	Smt. Sumitra Kisku(Tudu), Laboratory Asstt., Deptt. Of Geography, V.B.	1982035	Andaman	01/06/2017-08/06/2017
12.	Smt. Susmita Palit(Saha), Professional Asstt., Patha-Bhavana, V.B.	1997109	Silchar	02/05/2017-20/05/2017
13.	Sri Tapan Kumar Chakraborti, Technical Asstt., Silpa-Sadana, P.S.V., V.B.	1997075	Himachal Pradesh	26/05/2017-06/06/2017
14.	Sri Ukil Roy, Jr. Office Asstt., Accounts Office, V.B.	2000010	J & K	23/05/2017-01/06/2017
15.	Sri Uttam Kumar Basak, Asstt. Professor, Deptt. Of Graphic Art, Kala-Bhavana, V.B.	2012012	Delhi	24/05/2017-10/06/2017

Necessary steps may please be taken accordingly.

Copy to:-

1. Person concerned(15)

2. Guard file

3. Personal file

4. Hindi Officer, Hindi Cell

5. University Webmaster- Kindly upload it in the University website

Joint Registrar
(Establishment)

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PI upload.
Thanks
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