VIDYASAGAR UNIVERSITY
MIDNAPORE - 721 102

Ref. No. VC/SECY./Notification-1/2016 **Date: 25.05.2016**

NOTIFICATION

This is for information of all concerned that Professor Ranjan Chakrabarti, Hon'ble Vice-Chancellor, Vidyasagar University has expressed his desire to advise all visitors, including teachers and officers, to his office chamber to kindly follow the schedule given below:

Visiting Hours

Monday, Wednesday & Friday	**14.30 hours – 16.00 hours**

The above mentioned schedule may be affected owing to any institutional meeting or due to unexpected circumstances. Those who intend to visit Hon'ble Vice-Chancellor at his office chamber are requested to obtain a prior appointment and to kindly co-operate with his office. They are also requested to note that Hon'ble Vice-Chancellor will meet a maximum of 10 visitors on first-come-first-serve basis on each of the days. This will come into force with immediate effect.

Sd/-
(Koushik Paul)
Secretary to the Vice-Chancellor

Memo No. VC/SECY./Notification-1(1)/2016 dated 25.05.2016

***Copy for information to*:**

1) **All members of the Vidyasagar University community.**
2) **Guard File.**

Koushik Paul
(Koushik Paul)
Secretary to the Vice-Chancellor

University EPABX – 276554 / 276555 / 276557 / 276558
Fax – 275329 / 264338
E-mail : vidya295@sancharnet.in

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