



Office of the Registrar
VIDYASAGAR UNIVERSITY

Midnapore - 721 102.

Dated : 01.12.2017.

NOTIFICATION

In continuation to the Notifications bearing Memo No. VU/R/Noti./571/2014 dated 02.05.2014 & No. VU/R/Noti./559/2017 dated 30.05.2017 issued by this office earlier regarding use of car for different programmes of Vidyasagar University, I have been directed to notify for general information that no application for providing car fare for travel between Kalyani or Burdwan and Midnapore for examination related activities like, evaluation of answer scripts and moderation work or any kind of work related to Vidyasagar University (except on emergency basis subject to prior approval of the University authority), will be entertained henceforth. For such purposes only the II AC chair car train & local taxi fare will be re-imbursed. It is also to notify that only the rented vehicle from the University authorized service provider between Kolkata and Midnapore for the outside experts/speakers and other dignitaries for the purpose of attending seminars, project related matters, Ph.D. or M.Phil meetings and Departmental Committee meetings in Vidyasagar University campus may be used. The rent of such vehicle may be approved out of the respective fund heads.

In connection with the above, the Head of all academic and administrative departments and the office of the Controller of Examinations of this University are requested to kindly refrain from submission of applications for providing the car fare and follow the guidelines as specified above in this regard.

All stakeholders of Vidyasagar University are being informed accordingly.

Sd/-
Registrar

Memo No.: VU/R/Noti./C0498/2017 dated 01.12.2017.

Copy forwarded for information and necessary action to:

- (1) *the Deans of the faculty concerned.*
- (2) *the Head of all academic and administrative departments.*
- (3) *the Director (Actg.). Directorate of Distance Education, Vidyasagar University.*
- (4) *the Controller of Examinations.*
- (5) *the Deputy Registrar.*
- (6) *the Assistant Registrar.*
- (7) *the Information Scientist - for uploading the notification on the University website.*
- (8) *the Office Supdt., Registrar's office for wide circulation.*
- (9) *the Secretary to the Vice-Chancellor for kind information to the Hon'ble Vice-Chancellor.*
- (10) *the Establishment Section.*
- (11) *relevant file.*


01/12/17
Registrar

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Vidyasagar University
Midnapore-721102