



COOCH BEHAR PANCHANAN BARMA UNIVERSITY

Panchanan Nagar, Vivekananda Street, Cooch Behar - 736101, West Bengal, India
Ph. : (03582) 230218, Ph. & Fax : (03582) 230833, E-mail : registrar@cbpbu.ac.in, Website : www.cbpbu.ac.in

Dr. Abdul Kader Safily
REGISTRAR

Ref. No.: F86.V3/REG/2270-23

Date: 28.12.2023

OFFICE ORDER

As directed by the Hon'ble Vice-Chancellor, Cooch Behar Panchanan Barma University, it is hereby notified for information to all the Head/ Coordinator of Academic Departments and Administrative Departments; Hostel Superintendents of all the Hostels, Station Director of Community Radio Centre and others in charge of any Academic or Administrative responsibility **to hand over your charge as Head/ Coordinator/ Hostel Superintendent/ In-Charge before availing any kind of leave or before leaving station with effect from 28.12.2023.**

All concerned are requested to act accordingly.


Registrar
Registrar
Cooch Behar Panchanan Barma University
In communication to:

1. The Hon'ble Vice-Chancellor, Cooch Behar Panchanan Barma University.
2. The Finance Officer, Cooch Behar Panchanan Barma University.
3. The Controller of Examination, Cooch Behar Panchanan Barma University.
4. The Inspector of College, Cooch Behar Panchanan Barma University.
5. The Development Officer, Cooch Behar Panchanan Barma University.
6. The Audit & Accounts Officer, Cooch Behar Panchanan Barma University.
7. The Assistant Registrar, Cooch Behar Panchanan Barma University.
8. The Assistant Controller of Examination, Cooch Behar Panchanan Barma University.
9. The System Administrator, Cooch Behar Panchanan Barma University.
10. The Assistant Librarian, Cooch Behar Panchanan Barma University.
11. The Head/ Co-ordinator with all Faculty Members, All the Departments, Cooch Behar Panchanan Barma University.
12. The OSD, Second Campus of Cooch Behar Panchanan Barma University at Khalishamari, Mathabhanga, Cooch Behar.
13. All the Non-Teaching Staff, All the Administrative/ Academic Departments, Cooch Behar Panchanan Barma University.
14. Kolkata Camp Office, Cooch Behar Panchanan Barma University.
15. University Notice Board, Cooch Behar Panchanan Barma University.
16. Dr Avijit Datta, System Administrator, Cooch Behar Panchanan Barma University, to upload the notice in the University Website.
17. Guard File.


Registrar
Registrar
Cooch Behar Panchanan Barma University