



# VIDYASAGAR UNIVERSITY

P.O. : Vidyasagar University, Midnapore - 721 102, Dist.: Paschim Medinipur,  
West Bengal, INDIA.

Dated : 31.03.2017

## OFFICE ORDER

It has been directed by the Hon'ble Vice-Chancellor, Vidyasagar University, to notify for general information of all concerned that the persons from the affiliated colleges under Vidyasagar University those who visit the University including the Principals / Teacher-in-Charge/ teacher / or staff in four wheelers or two wheelers are requested to send the necessary details **on a prescribed format and collect the vehicle pass for smooth entry into the University campus.** The prescribed format is available in the Office of the Assistant Registrar, Vidyasagar University.

All concerned are being informed accordingly.

Sd/-  
Registrar

Memo No. VU/R/Off-Or./343/2017 Dated: 31.03.2017

Copy forwarded for information and necessary action to:

1. The Dean(Actg.), Faculty of Arts and Commerce,
2. The Dean(Actg.), Faculty of Science,
3. All HOD's of all Academic and Administrative departments - with a request to circulate the notification among all concerned
4. The Inspector of Colleges with a request to circulate the notification among all the affiliated colleges,
5. The Deputy Registrar,
6. The Deputy Librarian,
7. The Assistant Registrar,
8. The Secretary to the Vice-Chancellor for kind information to the Hon'ble Vice-Chancellor,
9. The Office Supdt., Registrar's office,
10. The Establishment section,
- ✓ 11. The Information Scientist for wide circulation on the University website,
12. Enquiry Section,
13. Notice board of the University gates,
13. Guard File



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31/03/17  
(Dr. J. K. Nandi)

Registrar  
VIDYASAGAR UNIVERSITY  
Midnapore  
*(Handwritten signature)*