

CSK Himachal Pradesh Krishi Vishvavidyalaya, Palampur
"Accounts Branch"

48797-881

No.QSD.12-309/11/PF/CSKHPKV(A/cs)/

Dated, Palampur the:-

18 OCT 2019

To


1. All the Statutory Officers, CSKHPKV, Palampur.
2. All the Heads of the Departments/Offices, CSKHPKV, Palampur.
3. All Associate Directors/Scientist-In-Charges, RRSs/RSSs/KVKs, CSKHPKV, Palampur.
4. The Sr.Medical Officer, CSKHPKV, Palampur.
5. The joint Controller (Local Audit), CSKHPKV, Palampur.
6. The Private Secretary to the Vice-Chancellor, CSKHPKV, Palampur.

Subject: No Dues Certificate in respect of Shri Ravinder Kumar Sharma, Superintendent Gr-II (EC).

Sir,


It is intimated that Shri Ravinder Kumar Sharma, Superintendent Gr-II (EC) of this office is retiring from the University service on 31.12.2019 (AN) on attaining the age of superannuation. In order to process his retirement claims, you are requested to kindly make available the "No Dues Certificate" in respect of above named official latest by 07.11.2019. In case no reply is received from your end by the above mentioned date i.e. 7.11.2019, it will be presumed that nothing is due against the above said official so far as your department/office is concerned. It is also made clear that those department(s)/office(s) in which Shri Ravinder Kumar Sharma, Superintendent Gr-II (EC) has rendered his services, issuing of No Dues Certificate by them is mandatory.

Yours faithfully,


Comptroller,
CSKHPKV, Palampur.

Copy to:-

1. All Section Officers/Superintendents in Comptrollers' office for similar necessary action.
2. The Incharge, UNS, CSKHPKV, Palampur with the request to upload the letter in the university website for wide publicity.
3. File No. QSD.10-4/2019/CSKHPKV/A/cs.


Comptroller,
CSKHPKV, Palampur.