

CSK HIMACHAL PRADESH KRISHI VISHVAVIDYALAYA, PALAMPUR  
\*ESTABLISHMENT SECTION-II\*

No.QSD.9-4/2017-CSK HPKV(Estt.-II)(L/F)- **46724-813** Dated, Palampur the:-

**CIRCULAR**

**20 SEP 2018**

The following posts of Field Assistant/Laboratory Attendant are to be filled by way of promotion from amongst the Category 'D' staff possessing educational qualification and length of approved qualifying service as per promotion rules reproduced below:-

Sr. No.	Name of post	No. of Post(s)	Educational qualification	Length of approved qualifying service required for promotion
1.	Laboratory Attendant	<b>5 Posts</b> Matric quota=2 Middle quota=1 <u>Others quota= 2</u> <b>Total = 5 posts</b>	1) Matriculation and above : 50% 2) Middle :20% 3) Literate(others): 30%	<b>Matric:</b> 3 years service as Category 'D' staff working in the University. <b>Middle:</b> 10 years service as Category 'D' staff working in the University. <b>Others</b> (Whether Literate or otherwise who are note even middle): 18 years service as Category 'D' staff working in the University.
2.	Field Assistant	<b>5 Posts</b> Middle quota=2 <u>Others quota= 3</u> <b>Total = 5 posts</b>	1) Matriculation and above : 50% 2) Middle :20% 3) Literate(others): 30%	<b>Matric:</b> 3 years service as Category 'D' working in the University. <b>Middle:</b> 10 year service as Category 'D' staff working in the University. <b>Others</b> (Whether Literates or otherwise who are note even middle): 18 years service as Category 'D' staff working in the University.

Since the category 'D' staff possessing the above qualifications have more than one channel of promotion to the next higher post(s), options are to be obtained from the concerned officials for considering their candidature for promotion as per option.

Accordingly, it is requested to bring the contents of this circular to the notice of the category 'D' official(s) including those who are presently on secondment basis with the HP Govt. Departments/Organizations etc., who possess the above educational qualifications and whose name(s) are figuring in the combined inter se seniority list of Grade 'D' employees as it stood on 1.8.2018 as notified vide this office memorandum No. QSD. 9-3/2007/CSK HPKV(Estt.)/- 41355-449 dated 21.8.2018 and obtain option from the officials fulfilling the requisite prescribed educational qualifications indicated above **on the format attached herewith** and send the same to this office duly countersigned by the Head of Department/Office within a period of 30 days from the issue of this circular.

Contd.....

It is made clear that after exercising option for promotion and joining as such on promoted post, the concerned Category 'D' employee shall cease to have any claim /right for promotion to the other available channel(s). The option once exercised by an official for the above posts shall be final and irrevocable for the calendar years **2018 & 2019 upto 31.12.2019.**

Encls:-

  
Registrar,  
CSK HPKV, Palampur.  
Dated: Palampur the:

Endst. No:Even:

Copy of the above alongwith enclosure is forwarded to the following for information and necessary action:-

1. All the Statutory Officers in CSK HPKV, Palampur.
2. All the Heads of Departments/Offices/Units, CSK HPKV, Palampur
3. All the Associate Directors/Scientist Incharges/Programme Co-ordinators, RSS/RRS/KVKs.
4. The Incharge UNS, CSK HPKV, Palampur with the request to upload the Circular & option form in the University website.
5. PA to Vice-Chancellor/PS to Registrar, CSK HPKV, Palampur.
6. The President, NTEU, CSK HPKV, Palampur.
7. Guard file.

  
Registrar,  
CSK HPKV, Palampur.

OPTION

I \_\_\_\_\_ (Sr. No. \_\_\_\_\_ in the seniority list of Category 'D' Staff as it stood on 1.8.2018 ) holding the sustentative post of \_\_\_\_\_ and presently working in the Department/Office of \_\_\_\_\_, hereby opt to consider my candidature for promotion to the post of \_\_\_\_\_ only. I shall cease to have any claim/right for promotion to other available channels.

Name \_\_\_\_\_

Dated:-

Designation \_\_\_\_\_

Department/Office \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

COUNERSIGNED

**Head of Department/Office  
(with Seal and Date)**