

Immediate/Time Bound

CSK Himachal Pradesh Krishi Vishvavidyalaya, Palampur
"General Administration Branch"

31490-584

No.QSD.8-37/2017-18/CSKHPKV (GA)/-
Dated, Palampur, the:

04 JUL 2018

To

1. All the Statutory Officers, CSKHPKV, Palampur.
2. The Incharge (UNS), Coordinator, HRD&PC/Medical Officer, CSKHPKV, Palampur.

Subject: Annual Report for the year 2017-18.

Sir,

The Annual Report for the year 2017-18 (1.7.2017-to 30.6.2018) is to be prepared and placed before BOM for approval and making recommendations for its presentation to the Senate for approval and further submission to the Govt. for consideration.

It is, therefore, requested to supply the information pertaining to your College/Directorate/Office to the undersigned by 15th August, 2018 positively alongwith soft copy of the same through email gadso16@gmail.com so that Annual Report for the year 2017-18 is prepared. The report/manuscripts should be as per format of annual report for the year 2013-14 which was circulated vide letter No. QSD.8-37/2013-14/CSKHPKV (GA)/40164-248 dated 03.08.2017 including academic excellence, good quality photographs, pertaining to teaching, research, extension and students activities.

In addition to the above, the following information may also be supplied:


1. Name of faculty members/employees who visited abroad (with date and purpose)
2. Name of VIP Visitors (with date and purpose)
3. Name of faculty members/employees who has brought honour to the University in the form of awards and honours (with date and name of organization)
4. Success Story, if any.
5. Workshop/Seminar/Symposia/Conference organized
6. Total Nos. of publications (only published).
 - i) Research publications _____ Nos.
 - ii) Extension publications _____ Nos.
 - iii) Other publications _____ Nos.
7. Books published (only book)
 - i) Name of book:
 - ii) Name of author:
 - iii) Name of publishers:

Contd.....p..2

The Deans of the Colleges and Director Extension Education are requested to send the compiled report as per details given in the format of Annual Report for the year 2013-14 reproduced below:

| Sr. No. | Name of the College | Resident (page Nos.) | Instructions | Research achievements (page Nos.) | publications |
|---------|---------------------|-------------------------|--------------|-----------------------------------|--------------|
| 1. | COA | 26-27 | | 34-49 | 88-90 |
| 2. | DGCN COVAS | 27-31 | | 53-61 | -do- |
| 3. | COBS | 31-32 | | 49-50 | -do- |
| 4. | COHS | 32-33 | | 50-53 | -do- |
| 5. | DEE | 62-81 (Ext. activities) | | | |

Yours faithfully,


Registrar,
CSKHPKV, Palampur.

Copy to:

1. All the Head of Departments, CSKHPKV, Palampur. They are requested to send the information to the respective Deans/Directors for compilation within prescribed period.
2. All Associate Directors/Scientist Incharges, Regional Research Centres/ Research Sub Stations/Krishi Vigyan Kendras. They are requested to send the information to the respective Deans/Directors for compilation within prescribed period.
3. The Deputy Registrar (Acad)/ (Estt.)/ (Rectt.), CSKHPKV, Palampur for similar action.
4. Sr. Asstt. (Regulation/General), GA Branch, CSKHPKV, Palampur for similar action.
5. The P.A. to Vice-Chancellor, CSKHPKV, Palampur for information.


Registrar,
CSK HPKV, Palampur.

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The Incharge UNS, CSKHPKV, Palampur for uploading in the University Website.