

CSK HIMACHAL PRADESH KRISHI VISHVAVIDYALAYA, PALAMPUR
GENERAL ADMINISTRATION BRANCH

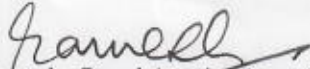
No. QSD. 8-26/CSK HPKV(GA)/ 7849-7918 Dated: Palampur, the

CIRCULAR

18 FEB 2019

It is for information of all the Teaching/Non-teaching employees and students of the University that in the meeting of Statutory Officers and Nodal Officer (ICAR) held on 07.02.2019 under the chairmanship of Vice-Chancellor, CSK HPKV, Palampur, it has been decided to beautify the campus and give it an esthetic look by joint efforts of everyone working/studying in the campus to clean the surroundings on every last Saturday of the month from 3:00 PM to 5:00 PM is required.

Accordingly, all the Statutory Officers/HODs/Incharges of the offices/units in CSKHPKV, Palampur are requested to kindly bring it to the notice of all the teaching/non-teaching staff and students working/studying under their control and ensure their presence and participation in cleanliness drive on every last Saturday of the month from 3:00 PM to 5:00 PM. The working plan for the cleaning in the University Campus is enclosed herewith.

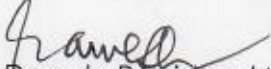

Deputy Registrar(Admn.),
CSK HPKV, Palampur

Endst. No. Even.

Dated: Even.

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

1. All the Statutory Officers, CSK HPKV, Palampur.
2. The Estate Officer, CSKHPPKV, Palampur. **He is requested to ensure that the working plan for cleaning in the campus is properly implemented.**
3. All the Heads of Departments/Offices/Units, CSKHPKV, Palampur.
4. The Head Dept. of Vegetable Science & Floriculture, COA, CSKHPKV, Palampur. **He is requested to collaborate with the Estate Officer to provide necessary help in beautification of the campus.**
5. The Incharge UNS for uploading in the University website.
6. The PA to Vice-Chancellor/PS to Registrar, CSK HPKV, Palampur.


Deputy Registrar (Admn.),
CSK HPKV, Palampur

The working plan for the cleaning in the University Campus

Sr. No.	Area	Action taken	Remarks
1.	Estate Office, Library and adjoining area	Library & Estate Organization Staff	As decided in the meeting of all Statutory Officer and Nodal Officer (ICAR) held on 7.2.2019 under the Chairmanship of Hon'ble Vice-Chancellor that the University shall jointly clean the surroundings on every last Saturday of the month from 3.00 P.M to 5.00 P.M
2.	Ganesh Bhawan, Kailash Bhawan, Shankar Bhawan, near Auditorium building, V.C residence area, VIP Guest House	Estate Organization	
3.	Administrative Block & surrounding area	Registrar & Comptroller Office	
4.	Directorate of Extension Education office area and back side of office, ATIC area, Educational Museum	Directorate of Extension Education	
5.	Directorate of Research office & surrounding area	Directorate of Research	
6.	University Health Centre & surrounding area	University Health Centre Staff	
7.	Dean, P.G office area	Dean P.G	
8.	COA & surrounding area	Dean, COA and respective Departments of COA	
9.	SWO office & surrounding area, sports complex, university ground and all hostels	SWO, students, NSS volunteers and NCC cadets	
10.	COHS and surrounding area	Dean, College of Home Science	
11.	COBS and surrounding area	Dean, College of Basic Science	
12.	Veterinary Complex including dairy area	Dean, COVAS	
13.	Agriculture Engineering & Workshop area	HOD, Agri. Engineering	
14.	Seed Science & Technology Deptt. area	HOD, Seed Science & Technology	
15.	Horticulture Department area	HOD, Horticulture	
16.	Tea husbandary	HOD, Tea Husbandry	
17.	University Residences	All the residents of the campus shall jointly clean the surrounding area of their respective colony	