

URGENT

CSK HIMACHAL PRADESH KRISHI VISHVAVIDYALAYA, PALAMPUR
'GENERAL ADMINISTRATION BRANCH'

No. QSD. 7-3/2018/CSKHPKV (GA)/-40793-862
Dated, Palampur, the:-

From

22 AUG 2019

Registrar

To

1. All the Statutory Officers, CSK HPKV, Palampur.
2. All the Heads of Deptts./Offices/Units, CSKHPKV, Palampur.
3. The Sr. Medical Officer, CSK HPKV, Palampur.


Subject: Regarding payment of pay and allowances for Polling/Counting personnel deputed during Lok Sabha Election.

Sir/Madam,

I am directed to enclose herewith a copy of letter No.5-SDP-ELN-6/2019-V dated 20.08.2019, received from the Assistant Returning Officer (SDM), Palampur Distt. Kangra on the above subject and to request you to submit the requisite information/report on the prescribed format to the Comptroller, CSKHPKV, Palampur by 27th August in order to send the University level consolidated information/report to the quarter concerned.

Yours faithfully,

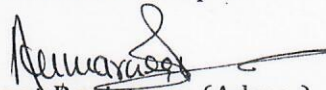
Encls: As above.


Assistant Registrar (Admn.)
CSK HPKV, Palampur.
Dated: Even.

Endst. No. Even.

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

1. The Comptroller, CSKHPKV, Palampur. He is requested to submit the requisite University level consolidated information/report to the quarter concerned, please.
2. The Assistant Registrar (Estt.), CSKHPKV, Palampur.
3. The PS to the Vice-Chancellor/ Registrar, CSK HPKV, Palampur.


Assistant Registrar (Admn.)
CSK HPKV, Palampur.

No. 5-SDP-ELN-6/2019-V **Personal Attention**
Office of the Asstt. Returning Officer, Palampur,

Dated: Palampur

20th August, 2019.

From

The Asstt. Returning Officer(SDM),
Palampur, Distt. Kangra.

To

All the Head of Department,
Sub-Division Palampur.

Subject:-

Regarding payment of pay and allowances for polling/counting personnel
deputed during Lok Sabha Election-2019.

Sir,

With reference to Distt. Election Officer's letter No. 2 D/S-(ELN)-6/2019 -19220-19233 , dated 8th August, 2019, All the Heads of Sub-Division Palampur are requested to submit the requisite report regarding the claim of pay and allowances on format-1 in triplicate on the following rates of those officers/ officials deployed for conduct of General Lok Sabha Election-2019 .This amount will be deposited in the receipt head of the concerned department through State Govt. Challan.

Designated Officer/ Official to whom pay and allowances will be reimbursed	At the rate of	Remarks
Presiding Officer/Counting Supervisor	Rs. 400/-per day	Election duty more than 12 hours will be counted as one complete day and days will be counted in complete days.
Polling Officer/Counting Assistant	Rs. 300/-per day	-do-

20/6A
3/2
20/8/19

You are thus requested to pay due attention and send the format -I in triplicate within 7 days after the receipt of this letter.

Yours faithfully,

Encls:- FORMAT

-1



Asstt. Returning Officer (SDM),
Palampur, Distt. Kangra.

FORMAT-1

In Triplicate

Name of DDO/Head of Office _____

Income/Receipt head of Deptt: _____

Bank Account No. _____

IFSC Code _____

Name of bank _____

Sr. No.	Name & Designation of officer/official	Designation on election duty (Presiding / Polling counting officer)	Rate per day	Period on election duty (in complete days)	Total amount of pay and allowances to be reimbursed	Remarks
1	2	3	4	5	6	7

Signature of the head of office with stamp