



Say Yes to Life/Say No to Drugs

**Ch. Sarwan Kumar Himachal Pradesh Krishi Vishvavidyalaya  
Palampur – 176062 (H.P.) India  
Office of the Registrar, "Establishment Section-I"**

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No.QSD.7-630/2K-CSKHPKV(Estt.)/-2696-2796 Dated, Palampur, the:-

**CIRCULAR**

11 JAN 2021

**Smt.Suman Sood, Senior Assistant**, GA Branch of this office shall retire from the University services on 30.04.2021(AN) after attaining the age of superannuation. In order to process her retirement claims, **No Due Certificate** is required from all the Offices/Depts./units of the University. It is, therefore, requested to kindly intimate this office by 10.02.2021 if anything is due against Smt.Suman Sood, Senior Assistant. In case nothing is heard by 10.02.2021 in this office, it will be presumed that nothing is due against Smt. Suman Sood, Senior Assistant from the Office/Deptt./Unit concerned.

  
Assistant Registrar (Estt.)


CSKHPKV, Palampur

Dated: Even.

Endst.No. Even.

Copy to:

1. All the Statutory Officers, CSKHPKV, Palampur.
2. All HODs/Offices. CSKHPKV, Palampur.
3. All Associate Directors /Scientists Incharge/Programme Coordinators, RRS/RSS/KVKs.
4. The Assistant Registrar (GA/Rectt./Acad.), CSKHPKV, Palampur.
5. The Assistant Registrar, CPDU, CSKHPKV, Palampur.
- ✓ 6. The Incharge, UNS, CSKHPKV, Palampur to **upload** this Circular in **University website**- Registrar portal-Establishment.
7. The PA to Vice-Chancellor/Registrar, CSKHPKV, Palampur.
8. The Superintendent, Estt. Section-II, CSKHPKV, Palampur.
9. The Incharge, Pay Cell/Legal Cell, CSKHPKV, Palampur.
10. Guard file.

  
Assistant Registrar (Estt.)

CSKHPKV, Palampur