



"Say YES to LIFE/ Say NO to DRUGS"
CSK Himachal Pradesh Krishi Vishvavidyalaya, Palampur
General Administration Branch



No.QSD.2-6/2011-CSKHPKV(GA)/Vol.IX/

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Dated Palampur, the :

CIRCULAR

27 NOV 2021

It is for the information to all concerned that for the welfare of the Pensioners as well as Employees of the University, the Hon'ble Vice-Chancellor has ordered as under:

- i. The office of the Sr. Medical Officer, University Health Centre will receive the medical reimbursement bills of all pensioners/family pensioners with due acknowledgment/ written receipt to the concerned pensioner(s) duly signed by the receiving person with full signature and date. After verifying/affixing countersignature on the medical reimbursement bills by the Medical Officer, all the bills will be sent to the Comptroller through a letter containing details of the bills and copy of the letter be uploaded on the University website for information to the concerned pensioners. This procedure will come into force w.e.f. 01.12.2021.
- ii. The office of the Sr. Medical Officer, University Health Centre will receive the medical reimbursement bills of all serving employees of the University with due acknowledgment/ receipt to the concerned employee(s) duly signed by the receiving person with full signature and date. After verifying/affixing countersignature on the medical reimbursement bills by the Medical Officer, all the bills will be sent to the Comptroller/concerned department through a letter containing details of the bills. This procedure will come into force w.e.f. 01.12.2021.

All the Statutory Officers, Heads of the Departments/Offices/Units, Associate Directors(R&E)/Scientist Incharges/Programme Coordinators of RRSs/RSSs/ KVKs are requested to bring it to the notice of the employee(s) working under their control.

Sandeep Sood
(Sandeep Sood) HPAS,
Registrar, CSKHPKV, Palampur.
Dated Palampur, the:

Endst. No. Even

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

1. All the Statutory Officers, CSKHPKV, Palampur.
2. The Sr. Medical Officer, CSK HPKV, Palampur.
3. All the Head of Departments/Units/Offices, CSKHPKV, Palampur.
4. Joint Director(I&PR), CSK HPKV, Palampur.
5. The Secretary to Vice-Chancellor, CSKHPKV, Palampur .
6. Incharge, UNS, CSKHPKV, Palampur for uploading the same in the University website.
7. Dr. Sushil Kumar Phull, President, CSK HPKV Pensioner's Society (Regd) Pushpanjali, Rajpur, Palampur, Distt. Kangra HP.
8. The President HPAUTA/VASTA/NTEU/MCEWA/SC&ST /Member of Senate Teaching and Non-teaching Constituencies, CSKHPKV, Palampur.

Sandeep Sood
(Sandeep Sood) HPAS,
Registrar, CSKHPKV, Palampur.