



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



No. QSD.1-24/CSK HPKV (GA)/-
Dated, Palampur, the
18 JAN 2022

To All the Statutory Officers,
CSK HPKV, Palampur

Subject: Minutes of the meeting held on 03.01.2022 at 12:00 AN in the committee room of the Vice-Chancellor's Secretariat.

Sir/Madam, I am refer to this office letter No. QSD/6-12/CSKHPKV/399-417 dated 3.1.2022 vide which the proceedings of the meeting held on 03.01.2022 under the chairmanship of Hon'ble Vice-Chancellor, CSKHPKV, Palampur were enclosed for further necessary action.

You are, therefore, requested to send the information of all the Offices/Units under your control through Email (ictcell@hillagric.ac.in) to the Incharge ICT Cell in the excel sheet on the prescribed format (copy enclosed) for creation of user accounts for e-office. The concerned officials may be asked to ensure that the details of all the accounts be provided in the hierarchy of administration (e.g. Dealing hands, Section officers, DR, AR/ and other competent authorities) so that the official flow/Channel of PUC(paper under Consideration) is covered properly. The mode of communication for the whole process may be followed digitally using e mail please.

Yours faithfully,

Encls: As above.

Endst. No. Even



(Sandeep Sood)
(Sandeep Sood) HPAS
Registrar, CSK HPKV, Palampur.
Dated: Even

Copy to:

1. All the Heads of Departments/Units/Offices, CSKHPKV, Palampur.
2. All the Assoc. Directors/Scientist Incharges/Programme Coordinators, RRS/RSSs/KVKs in CSKHPKV.
3. Dr. Shivani Katoch, Professor-cum-Incharge (ICT Cell), Department of Animal Nutrition, Dr GCN COVAS, CSKHPKV, Palampur.
4. The Incharge, UNS, CSKHPKV, Palampur for uploading in the website.
5. The Secretary to Vice-Chancellor, CSKHPKV, Palampur.

(Sandeep Sood)
(Sandeep Sood) HPAS
Registrar, CSK HPKV, Palampur.

