



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"



MOH. INDIA 2023

भारत कृषिविद्यालय

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Email: registrar@hillagric.ac.in

No.QSD.7-783/22/CSKHPKV/(Estt.)/-

Dated, Palampur, the: -

35885-955
Office Order

15 JUL 2024

The Registrar, CSKHPKV, Palampur has been pleased to extend the contractual appointment of the following officials of University for a period of one year from the date as mentioned against each at a contractual amount @60% of the first cell in the appropriate applicable level of pay matrix i.e. **Level-3** (Rs. 20200x60% = Rs. 12120/- (Fixed), **Level-4** (Rs. 20600x60% = Rs. 12360/- (Fixed) and **Level-5** (21300x60% = 12780/- (Fixed) per month for Clerk, Junior Office Assistant(IT) and Steno-Typist, respectively.

Sr. No.	Name & Designation	Contract Renewal
1.	Sh. Vivek Kumar, JOA-IT, Establishment-I	04.07.2024(FN) to 03.07.2025(AN)
2.	Sh. Diwank Sharma, JOA-IT, Establishmetn-I	01.07.2024(FN) to 30.06.2025(AN)
3.	Sh. Vishal Sharma, JOA-IT, Establishment-II	29.06.2024(FN) to 28.06.2025(AN)
4.	Sh. Kunal Shrama, JOA-IT, Establishment-I	08.07.2024(FN) to 07.07.2025(AN)
5.	Ms. Shivani Dhiman, JOA-IT, GA, Branch	01.07.2024(FN) to 30.06.2025(AN)
6.	Sh. Abhivek Sharma, JOA-IT, Recruitment Branch	04.07.2024(FN) to 03.07.2025(AN)
7.	Sh. Virender Singh, JOA-IT, Academic Branch	30.06.2024(FN) to 29.06.2025(AN)
8.	Ms. Pawna Kumari, JOA-IT, Academic Branch	30.06.2024(FN) to 29.06.2025(AN)
9.	Smt. Dimpla, JOA-IT, Academic Branch	29.06.2024(FN) to 28.06.2025(AN)
10.	Sh. Mukesh Kumar, JOA-IT, Legal Cell	05.07.2024(FN) to 04.07.2025(AN)
11.	Sh. Manoj Kumar, JOA-IT, Comptroller's Office	29.06.2024(FN) to 28.06.2025(AN)
12.	Sh. Surjeet Kumar, JOA-IT, Comptroller's Office	30.06.2024(FN) to 29.06.2025(AN)
13.	Sh. Yogesh Kumar, JOA-IT, Comptroller's Office	30.06.2024(FN) to 29.06.2025(AN)
14.	Ms. Suraksha, JOA-IT, Comptroller's Office	02.07.2024(FN) to 01.07.2025(AN)
15.	Sh. Shammy Kumar, JOA-IT, Comptroller's Office	02.07.2024(FN) to 01.07.2025(AN)
16.	Sh. Raman Kumar, JOA-IT, Comptroller's Office	04.07.2024(FN) to 03.07.2025(AN)
17.	Sh. Purushottam, JOA-IT, Comptroller's Office	06.07.2024(FN) to 05.07.2025(AN)
18.	Sh. Kuldeep Singh, JOA-IT, Comptroller's Office	11.07.2024(FN) to 10.07.2025(AN)
19.	Sh. Bhanu Pratap, JOA-IT, Comptroller's Office	15.07.2024(FN) to 14.07.2025(AN)
20.	Sh. Manan Sharma, JOA-IT, Comptroller's Office	01.09.2024(FN) to 31.08.2025(AN)
21.	Sh. Mandeep Kumar, JOA-IT, Dean, DGCN CoVAS	08.07.2024(FN) to 07.07.2025(AN)
22.	Sh. Kuldeep Singh, JOA-IT, Dean, DGCN CoVAS	11.07.2024(FN) to 10.07.2025(AN)
23.	Sh. Dheeraj Kumar Saini, JOA-IT, KVK, Dhaulakuan	02.07.2024(FN) to 01.07.2025(AN)
24.	Sh. Rajat Panjla, JOA-IT, Deptt. of Fisheries, COVAS	29.06.2024(FN) to 28.06.2025(AN)
25.	Sh. Rahul, JOA-IT, Dean, COA	04.07.2024(FN) to 03.07.2025(AN)
26.	Sh. Nitin Chopra, JOA-IT, DEE	03.07.2024(FN) to 02.07.2025(AN)
27.	Sh. Manohar Lal, JOA-IT, KVK, Bajaura	30.06.2024(FN) to 29.06.2025(AN)
28.	Sh. Bhagat Singh, JOA-IT, RSS, Lari	01.07.2024(FN) to 30.06.2025(AN)
29.	Sh. Sita Ram, JOA-IT, RSS, Leo	08.07.2024(FN) to 07.07.2025(AN)
30.	Sh. Munish Kumar, Thakur, JOA-IT, MAREC, Sallooni	30.06.2024(FN) to 29.06.2025(AN)
31.	Mrs. Shivani Sharma, JOA-IT, Deptt. of Vety. Surgery & Radiology, COVAS	30.06.2024(FN) to 29.06.2025(AN)

32.	Sh. Amit Verma, JOA-IT, Deptt. of Agronomy, COA	28.06.2024(FN) to 27.06.2025(AN)
33.	Sh. Jitender Kumar, JOA-IT, Deptt. of LFC, COVAS	02.07.2024(FN) to 01.07.2025(AN)
34.	Sh. Prashant Singh, JOA-IT, Deptt. of Agril. Biotech., COA	02.07.2024(FN) to 01.07.2025(AN)
35.	Sh. Pradeep Bhatia, JOA-IT, Directorate of Research	12.07.2024(FN) to 11.07.2025(AN)
36.	Ms. Pooja Sharma, JOA-IT, SWO	04.07.2024(FN) to 03.07.2025(AN)
37.	Sh. Vijay Kumar, JOA-IT, RWRC, Malan	04.07.2024(FN) to 03.07.2025(AN)
38.	Mrs. Himani Sharma, Steno Typist, HAREC, Bajaura	01.07.2024(FN) to 30.06.2025(AN)
39.	Sh. Vimal alias Babu Ram, Steno Typist, COBS	30.06.2024(FN) to 29.06.2025(AN)
40.	Mrs. Priyanka Choudhary, Steno Typist, Registrar's Office	01.07.2024(FN) to 30.06.2025(AN)
41.	Sh. Ajay Rana, Steno Typist, Comptroller's Office	29.06.2024(FN) to 28.06.2025(AN)
42.	Sh. Abhish Dutt, Clerk, KVK, Una	28.07.2024(FN) to 27.07.2025(AN)

There contractual appointment/extension is on the following term & conditions:-

- i. that his/her appointment as **Clerk/Junior Office Assistant-IT/Steno Typist** on contract basis will be for a period of one year;
- ii. the contractual appointee will be paid fixed contractual amount @Rs. 12120/-(Clerk), Rs.12360/-(JOA-IT), Rs.12780/-(Steno Typist) (fixed amount, equal to 60% of the first cell of the applicable **level 3, level 4, level 5** of the Pay Matrix of the corresponding cadre of employees appointed/working on regular basis) per month and no other allied benefits such as senior/selection scales etc. will be given;
- iii. the services of contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory. In case the contract appointee is not satisfied with the termination orders issued by the Appointing Authority, he/she may prefer an appeal before the Appellate Authority who shall be higher in rank to the Appointing Authority, within a period of 45 days from the date on which a copy of termination orders is delivered to him/her;
- iv. that the contractual appointment will not confer any right for regularization in service at any stage;
- v. the contract appointee will be entitled for one day's casual leave after putting one month service, 10 days medical leave and 5 days special leave in a calendar year. A female contract appointee with less than two surviving children may be granted maternity leave for 180 days. A female contract appointee shall also be entitled for maternity leave not exceeding 45 days (irrespective of the number of surviving children) during the entire service, in case of miscarriage including abortion, on production of medical certificate issued by the authorized Government Medical Officer/ University Medical Officer. A contract appointee shall not be entitled for medical re-imburement and LTC etc. No leave of any other kind except above is admissible to the contract appointee. Provided that the un-availed casual leave, medical leave and special leave can be accumulated up to the calendar year and will not be carried forward for the next calendar year;
- vi. unauthorized absence from the duty without the approval of Controlling Officer shall automatically lead to the termination of the contract. However, in exceptional cases where the circumstances for un-authorized absence from duty were beyond his control on medical grounds, such period shall not be excluded while considering his case for regularization but the incumbent shall have to intimate the Controlling Officer in this regard well in time. However, the contract appointee shall not be entitled for contractual amount for this period of absence from duty. Provided that he/she shall submit the certificate of illness/fitness issued by the Medical Officer, as per prevailing instructions of the Government;
- vii. contract appointee will be entitled to TA/DA if required to go on tour in connection with his official duties at the same rate as applicable to regular counterpart official at the minimum of pay scale;
- viii. that he/she will have to execute a prescribed **agreement bond** with the University duly registered and attested by the competent authority;

- ix. that if at any stage of his/her appointment, he/she desire to resign the contractual agreement, he/she will have to give one month clear notice in writing to the University or deposit the emoluments for the period for which the notice falls short of one month;
- x. that he/she will have to perform the official duties as assigned to him/her by the Head of the Department/ Controlling Officer;
- xi. an official appointed on contract basis who has completed three years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds;
- xii. provisions of service rules like FR SR, Leave Rules, GPF Rules, Pension Rules & Conduct rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. The Employees Group Insurance Scheme as well as EPF/GPF will also not be applicable to contract appointee.

Yours faithfully,



Deputy Registrar (Estt.)
CSKHPKV, Palampur
Dated Even

Endst. No. Even

Copy to:-

1. The Director of Research/Extension Education, CSKHPKV, Palampur.
2. The Dean, COA/COBS/COVAS, CSKHPKV, Palampur.
3. The Students Welfare Officer, CSKHPKV, Palampur.
4. The Comptroller, CSKHPKV, Palampur.
5. The Associate Director, HAREC Bajaura.
6. The Head Deptt. of Fisheries/Veterinary Surgery and Radiology/ Agronomy/Biotech./LFC, CSKHPKV, Palampur.
7. The Programme Coordinator, KVK, Una/Bajaura/Dhaulakuan.
8. The Scientist Incharge, RSS, Leo/Lari, RWRC Malan, MAREC Salooni.
9. The Assistant Registrar GA/Rectt./Academic/Legal Cell, CSKHPKV, Palampur.
10. The Deputy Controller (State Audit), CSKHPKV, Palampur.
11. **The Incharge, UNS, CSKHPKV, Palampur with the request to upload the same in the University website.**
12. The Incharge, Pay Cell, CSKHPKV, Palampur.
13. The PA/SPS to Vice-Chancellor/Registrar, CSKHPKV, Palampur.
14. Individual concerned through HOD.
15. Guard File.

Deputy Registrar (Estt.)
CSKHPKV, Palampur