



Say Yes to Life/Say No to Drugs

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

☎: 01894-230383

Fax: 01894-230511

Email: registrar@hillagric.ac.in

No.QSD:7-474/88-CSKHPKV(Estt.)/-

Dated, Palampur, the:-

47372-459 10 SEP 2024
CIRCULAR

Sh.Ravi Kant, Assistant Registrar and **Sh.Shiv Sharan**, Superintendent of this office shall retire from the University services on 30.11.2024(AN) after attaining the age of superannuation. In order to process their retirement claims, **No Due Certificates** are required from all the Offices/Depts./units of the University. It is, therefore, requested to kindly intimate this office by 10.10.2024 if anything is due against the above officers. In case nothing is heard by 10.10.2024 in this office, it will be presumed that nothing is due against Sh.Ravi Kant, Assistant Registrar & Sh.Shiv Sharan, Superintendent from the Office/Deptt/Unit concerned. However, it is mandatory for those depts./offices/HAREC/RSS/KVKs to issue the No Due Certificate where the officers/officials have worked during their service tenure.



9/10
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 (Estt/Rectt./Acad./legal cell), CSKHPKV, Palampur.
5. The PA to Vice-Chancellor/SPS to Registrar, CSKHPKV, Palampur.
6. The Incharge, Pay Cell/Legal Cell, CSKHPKV, Palampur.
7. **The Incharge UNS, CSK HPKV, Palampur with the request to upload the same on the University website under the portal of the Registrar (Establishment).**
8. Personal file/Guard file.

9/10
Assistant Registrar (Estt.)
CSKHPKV, Palampur.