

**URGENT**



"Say Yes to Life/Say No to Drugs"  
**Chaudhary Sarwan Kumar Himachal Pradesh Krishi Vishvavidyalaya**  
**Palampur - 176062 (H.P.) India**  
**Office of the Registrar, General Administration Branch**



☎: 01894-230383

Fax: 01894-230511

Email: registrar@hillagric.ac.in

No.QSD.7-1/2024-CSK HPKV (GA)/- 60035-134  
Dated; Palampur, the:-

From

Registrar

**03 DEC 2024**

To

1. All the Statutory Officers, CSK HPKV, Palampur.
2. All the Heads of Departments/Offices/Units, CSK HPKV, Palampur.
3. All the Associate Directors/Scientist Incharges/Programme Coordinators, RRSs/RSSs/KVKs, CSKHPKV.



**Subject: Instructions regarding Vidhan Sabha Business.**

Sir/Madam,

I am directed to inform that the 7<sup>th</sup> Session (Winter Session) of the 14<sup>th</sup> H.P. Vidhan Sabha is commencing from **18<sup>th</sup> December, 2024** and likely to be continued upto **21<sup>st</sup> December, 2024**. The assembly questions may pour in and the reply to the same have to be timely prepared by the respective departments for submission to the Government. In order to ensure expeditious disposal of the assembly questions, I have been directed to request you to kindly be at your Headquarters during the period of the Assembly Session. In case you have to go outside the Headquarters during the period, you may kindly inform this office the alternative arrangement for looking after the assembly work in your absence so that the officer concerned could be contacted directly without any difficulty.

To ensure expeditious disposal of the assembly questions, the Assistant Registrar (Admn.), CSK HPKV, Palampur has been deputed as Nodal Officer for the purpose and it has been decided that all the Offices located at Palampur campus as well as at outstations will remain open from 9.00 AM to 7:00 PM on all working days w.e.f. 17.12.2024 during the 7<sup>th</sup> Session (Winter Session) of the 14<sup>th</sup> H.P. Vidhan Sabha.

Therefore, it is requested to kindly bring this notice to all the employees working under your kind control for strict compliance. The concerned Controlling Officers will ensure the presence of at least one or two Officers/Officials from their office/department in odd hours by preparing duty roster for the purpose.

This issues with the approval of the Competent Authority.

Yours faithfully,

*[Signature]*  
3.12.2024  
Assistant Registrar (Admn),  
CSK HPKV, Palampur.

Dated: Even

Endst. No. even

Copy to:-

1. The Director of Agriculture, Himachal Pradesh, Shimla-5.
2. The Director of Research/Extension Education, CSKHPKV, Palampur with the request to kindly ensure the prompt reply of Vidhan Sabha Questions from the Research Stations/ Krishi Vigyan Kendras under their kind control so as to avoid any delay in this regard.
3. The Incharge, UNS, CSK HPKV, Palampur for uploading the same in the University website-Registrar portal-General Admn.
4. The Secretary to the Vice-Chancellor, CSK HPKV, Palampur.
5. All the Deputy/Assistant Registrars/Section Officers (Hqs.).
6. The PS to the Vice-Chancellor / SPS to the Registrar, CSKHPKV, Palampur.
7. The Security Supervisor, CSKHPKV, Palampur.

*[Signature]*  
3.12.2024  
Assistant Registrar (Admn)  
CSK HPKV, Palampur.