



"Say YES to LIFE/ Say NO to DRUGS"

**Chaudhary Sarwan Kumar
Himachal Pradesh Krishi Vishwavidyalaya, Palampur
General Administration Branch**



No. QSD.2-6/2020-CSKHPKV (GA)/-

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Dated Palampur, the

CIRCULAR

20 DEC 2024

It has been observed that in various offices/Units/labs of the University, a large number of electrical appliances/devices/ heating appliances which are not energy efficient are being used resulting a heavy billing amount every month on account of power consumption especially in the winter. Further, it has also been observed that during off hours the electrical appliances oftenly remain in 'On' position when they are not in use.

In order to put this practice on rest, it is enjoined upon all that energy efficient heating appliances be used and all such appliances be turned "Off" invariably while not in use during off-hours to curtail heavy billing amounts on the University exchequer. In case any such lapse is noticed, suitable action will be taken against the erring employee(s). The officials put on watch & ward duty shall invariably check the appliances daily especially in off hours and report the lapse, if any, to the concerned Head of Department/ Office/Unit.

All the Statutory Officers/HODs/Units/Offices/Scientist Incharge/Programme Coordinators are requested to bring it to the notice of all employees (Teaching/Non-Teaching) working under their control for strict compliance and direct them to adhere to the instructions strictly in letter and spirit.



Registrar,
CSKHPKV, Palampur.

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1. All the Statutory Officers, CSKHPKV, Palampur.
2. All Heads of Department/Units/Offices, CSKHPKV, Palampur.
3. The Senior Medical Officer, University Health Centre, CSKHPKV, Palampur.
4. All the Associate Directors/ Scientists Incharge/Programme Coordinators, RRSs/RSSs/KVKs, CSKHPKV, Palampur.
5. The Scientist Incharge, Media Cell, CSKHPKV, Palampur.
6. The Incharge, UNS, CSKHPKV, Palampur for uploading this circular in the University website-Registrar portal-General Admn.
7. All the Assistant Registrars/ Section Officers/Superintendents (H.Q.), CSKHPKV, Palampur.
8. The PS to Vice-Chancellor/ SPS to Registrar, CSKHPKV, Palampur.
9. The Security Supervisor, CSKHPKV, Palampur.

Registrar,
CSKHPKV, Palampur.