

“Say yes to life / say No to drugs”

**CSK Himachal Pradesh Krishi Vishvavidyalaya
Department of Genetics & Plant Breeding
Palampur, Distt. Kangra-176062 (HP)**

No: QSD/GPB/CSKHPKV/Estt/2023/PF/-
Dated, Palampur the;

4289-4389

11-12-24

From

The Head

To

1. All the Statutory Officer, CSKHPKV, Palampur.
2. All the Heads of the Departments / offices, CSKHPKV, Palampur.
3. All the Associate Directors / Scientist Incharges, Programme Coordinator's RRS's, RSSs, KVKs, HAREC, MAREC, SAREC, RWRC, in CSKHPKV, Palampur.
4. The Sr. Medical Officer, CSKHPKV, Palampur .
5. The Joint Controller (State Audit), CSKHPKV, Palampur.
6. The Secretary to the Vice-Chancellor, CSKHPKV, Palampur.

Subject: No Dues Certificate in respect of Dr. Daisy Basandrai, Principal Scientist (Plant Breeding)

Sir,

I am to intimate that Dr. Daisy Basandrai, Principal Scientist (Plant Breeding) of this Department is retiring from the University services on attaining the age of superannuation on 31.03.2025 (AN). In order to process her retirement claims, you are requested to kindly make available the “No Dues Certificate” in respect of above named official latest by 31.12.2024. In case no reply is received from your end by the above mentioned date i.e. 31.12.2024, it will be presumed that nothing is due against the above said official so far as your Department/ office / unit are concerned. It is also made clear that those Department(s) / office(s) / Unit(s) in which Dr. Daisy Basandrai has rendered her services, issuing of No Dues Certificate by them are mandatory.

Yours faithfully,

(Signature)

Head of Head
Deptt. of Genetics & Plant Breeding,
Deptt. Of Genetics & Plant Breeding
CSK HPKV, Palampur, Kangra (HP)
CSK HPKV, Palampur (Kangra) HP

Copy to:-

1. The Incharge, UNS, CSKHPKV, Palampur with the request to kindly upload the letter in the University website for wide publicity.
2. Incharge, Technical Cell, Department of Genetics & Plant Breeding, CSKHPKV, Palampur.
3. Guard File / Personal File.