

“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;

4390-4490
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 Shri Rajinder Kumar, Laboratory Attendant

Sir,

I am to intimate that Shri Rajinder Kumar, Laboratory Attendant of this Department is retiring from the University services on attaining the age of superannuation on 28.02.2025 (AN). In order to process his 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 Shri Rajinder Kumar has rendered his services, issuing of No Dues Certificate by them are mandatory.

Yours faithfully,

(Vijayan)

Head - Head
Dept. of Genetics & Plant Breeding
CSKHPKV, 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. The Scientist Incharge (Main Farm), / Incharge, Hi-Tech-MCT Lab, Department of Genetics & Plant Breeding, CSKHPKV, Palampur.
3. Guard File / Personal File.