

No. QSD.COA/PF/CSKHPKV/Estt./-7442-754/ Dated; Palampur, the:-17/12/2024

**CIRCULAR**

**Dr. Sanjay Kumar, Professor & Head**, Deptt. of Tea Husbandry & Technology, COA, CSKHPKV, Palampur shall retire from the University service after attaining the age of superannuation on **31.03.2025**. In order to process his retirement claims, **No Due Certificate** is required from all the Offices/Departments/Units of the University. It is, therefore, requested to kindly intimate this office by **10.01.2025**, if anything is due against the above officer. In case nothing is heard by **10.01.2025**, it will be presumed that nothing is due against **Dr. Sanjay Kumar** from the Offices/ Departments/ Units concerned. However, it is mandatory for those Departments/Offices/ Units/HAREC/RSS/KVKs to issue No Due Certificate where Dr.Sanjay Kumar has worked during his service tenure.



Dean,  
College of Agriculture,  
CSKHPKV, Palampur.

17/12/2024

Dated: Even

Endst. No. Even

Copy to:

Copy to:-

1. All the Statutory Officers, CSKHPKV, Palampur.
2. All the Heads of Departments/Offices, CSKHPKV, Palampur.
3. All the Associate Directors/Scientists Incharge/Programme Coordinators of RRS/RSS/KVKs.
4. The Senior Medical Officer, CSKHPKV, Palampur.
5. The Joint Controller (State Audit), RAS, CSKHPKV, Palampur.
6. The PS to Vice-Chancellor/ SPS to Registrar, CSKHPKV, Palampur.
7. The Incharge, Legal Cell/ Pay Cell, CSKHPKV, Palampur.
8. The Incharge, UNS, CSKHPKV, Palampur with the request to upload the circular in the University website.
9. All DAs, O/o the Dean, COA, CSKHPKV, Palampur.
10. Guard file.



Dean,  
College of Agriculture,  
CSKHPKV, Palampur.

17/12/2024