



DR. G.C.NEGI COLLEGE OF VETERINARY & ANIMAL SCIENCE
CHAUDHARY SARWAN KUMAR
HIMACHAL PRADESH KRISHI VISHVAVIDYALAYA
PALAMPUR, H.P. – 176062

Telephone No.: 01894-230327

Email: deancovas@hillagric.ac.in

No.QSD/DCOVAS/Estt./PF/CSKHPKV/2024/ 9337-9827

Dated: Palampur the:- 18. 2. 2025

From

Dean
DGCN COVAS

To

1. All the Statutory Officers, CSKHPKV, Palampur.
2. All the Heads of the Departments/Offices, CSKHPKV, Palampur.
3. All Associate Directors/Programme Coordinators / Scientist Incharges HARECs/ KVKs /RRSs/RSSs, CSKHPKV.
4. The Senior Medical Officer, CSKHPKV, Palampur.
5. The Deputy Controller (State Audit), CSKHPKV, Palampur.
6. The Incharge, Pay Cell, CSKHPKV, Palampur.
7. The Secretary to Vice-Chancellor, CSKHPKV, Palampur.

Subject:- No Dues Certificate in respect of Sh. Kartar Singh, Driver

Sir/Madam,

I am to intimate that **Sh. Kartar Singh, Driver**, office of the Dean, DGCN COVAS, CSKHPKV, Palampur is retiring from the University services on attaining the age of superannuation on 31.05.2025 (A.N.). 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 20.03.2025**. In case no reply is received from your end by the above mentioned date i.e. 20.03.2025, it will be presumed that nothing is due against the above said official so far as your department/office is concerned. **It is also made clear that those department(s)/ Office (s) in which Sh. Kartar Singh, Driver, has rendered his services, issuing of No Dues Certificate by them is mandatory.**

Yours faithfully,

Dean
DGCN COVAS

Endst. No. Even

Dated: Palampur, the: Even

Copy to :-

1. The Incharge, UNS, CSKHPKV, Palampur with the request to upload the letter in the University website for wide publicity.
2. Guard File.

Dean
DGCN COVAS