

Reminder
Most Urgent/ Personal Attention
CSK Himachal Pradesh Krishi Vishvavidyalaya, Palampur
"Accounts Branch"

No.QSD.10-8/2020/CSKHPKV(A/cs)/ - 9471-9571
Dated:

16 FEB 2021

From

Comptroller

To

1. All the Statutory Officers,
CSKHPKV, Palampur
2. All the Associate Director (R&E)/Scientist Incharge/Programme
Coordinators, Regional Research Centers/RSS/KVKs, CSKHPKV
3. All the Heads of Department/Officers/DDOs in CSKHPKV, Palampur
4. The Medical Officers, CSKHPKV, Palampur


**Subject: Regarding updation of Personal Management database of University
Employees.**

Sir,

I am directed to invite your kind attention to this office letter No. QSD.10-58/2020/CSKHPKV/2382-2482 dated 8/1/2021 vide which it was requested to complete the updation of service books/records of the employees working in different Departments/Units/Offices of the University upto 31/1/2021 and uploaded on Personal Management Database on or before 31/1/2021. The compliance report was to be submitted to this office as on 31/1/2021.

In this context, it is pointed out that some of the Departments/Units/Offices have not supplied their compliance report as yet. Therefore, it is again requested to look into the matter at your personal level and compliance report submitted to this office within 3days at the latest on the prescribed proforma (Copy enclosed) for kind information to the Hon'ble Vice-Chancellor, pl.

Yours faithfully,


Assistant Registrar (A/cs),
CSKHPKV, Palampur

Copy to:

1. The Registrar, CSKHPKV, Palampur for information, please.
2. The Secy. to Vice-Chancellor, VC's Sectt. CSKHPKV, Palampur
3. Incharge UNS for uploading the University web site.

