

No.UHF/Bud/2-7/FC/99th/2014-15/-12136-70 Dated: Nauni, the 5th March, 2017.

NOTIFICATION

On the recommendations of the Finance Committee, the Board of Management vide item No. 19(99/4) of the proceedings of its 99th meeting held on 8th February, 2017 is pleased to revise/modify the Schedule of Financial Powers delegated to the Statutory Officers/Heads of Departments/Associate Director (R&E)/Training Organizers of KVKs and other employees declared as Drawing and Disbursing Officers of this University, in respect of the State Schemes as well as AICRP, KVK Schemes/ Projects/Miscellaneous Projects funded by the ICAR/GOI and other State/Private Agencies in accordance with their norms/guidelines as per **Annexure-I&II**(Copy enclosed), subject to the observance of the following conditions/procedure:

1. All the powers are subject to the availability of funds and strictly to be exercised in accordance with financial propriety and prescribed procedure and norms.
2. All purchases intended to be made on rate contract of the State Government/Director General of Supplies and Disposal/Dr. Y.S. Parmar University of Horticulture & Forestry, Nauni-Solan or adopted by the University need not be referred to any purchase committee.
3. Purchase of each item exceeding ₹ 1.00 lac shall be got approved from the respective Purchase Committees and exceeding of ₹ 2.00 lac from the Central Purchase Committee.
4. The Financial Powers delegated to any lower authority can be exercised by the higher authority.
5. The Estate Officer and Executive Engineer(s) shall exercise the same powers in respect of works expenditure as are being exercised by the SE and XENs respectively, in the State Government Public Works Department.
6. The Deans and Students Welfare Officer will have full powers in respect of expenditure incurred out of Students Fund pertaining to students' activities/welfare.
7. In no case, the expenditure in any Scheme should be made over and above the allocation once made by this office and no additional funds will be provided to any department.
8. The Vice-Chancellor shall have the right to withdraw any or all powers from any functionary, if he is satisfied that the same are not being exercised prudently.
9. All the powers delegated as per this schedule are to be exercised according to the relevant provisions of the Act, Statute and Accounts Manual, Dr. Y.S. Parmar University of Horticulture and Forestry, Nauni-Solan and regulations made thereunder.
10. No expenditure is allowed to be incurred under Revolving Fund Schemes except for the purpose for which the Revolving Fund is sanctioned. However, all purchases exceeding ₹ 50,000/- in each case shall be subject to prior concurrence of the Comptroller.


Amended

11. As per item No. 76, an officer/teacher who is competent or authorized to invite any person(s) from outside the University in connection with University work shall countersign the TA bill(s) of such invitee in case if the payment is made by this University.
12. Purchase exceeding ₹ 10.00 lac (other than specific equipments) shall be made through tendering in the University Website.
13. All sale/auction of fruit crops/grass/fuel wood etc. exceeding ₹ 10.00 lac (after making assessment by the committee) shall be made through tendering in the University Website.
14. The second advance to an employee of the University will be made only if the first advance is rendered by the individual whom the first advance was made.
15. Purchase of Computers and peripherals are subject to approval of the Technical Computer Committee.

Accordingly, the revised schedules of the delegation of financial powers are sent herewith for ready reference.

This supersedes all the previous notifications issued by this office in this regard.

These powers will come into force with immediate effect.

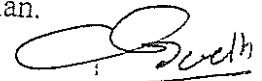

[K.T. Bodhi]
Comptroller
Phone No. 01792-252336

Endst. No. UHF/Bud/2-7/99th/2015/-12/36-7c

Dated: Nauni, the 5th March, 2017.

Copy of the above is forwarded to the following for their information and necessary action:-

1. All the Statutory Officers, UHF, Nauni, Solan.
2. The Dean, College of Horticulture & Forestry, Neri, Distt Hamirpur(HP).
3. All the Professor & Heads of the Department, UHF, Nauni-Solan.
4. All the Associate Directors/Programme Coordinators/Scientist Incharges, Out Stations/KVKs.
5. The Secretary to the Vice-Chancellor, UHF, Nauni, Solan.
6. The Joint Controller (Audit), UHF, Nauni, Solan.
7. The Assistant Registrar (Inspection Wing)/Accounts, UHF, Nauni, Solan.
8. The Section Officer (Accounts), UHF, Nauni, Solan.
9. All the Dealing Assistants, Budget Branch, UHF, Nauni-Solan.
10. Guard file/Spare copies.


[K.T. Bodhi]
Comptroller

[Annexure-I]

REVISED SCHEDULE OF FINANCIAL POWERS TO OFFICERS, TEACHERS AND OTHER EMPLOYEES OF DR. YASHWANT SINGH PARMAR
UNIVERSITY OF HORTICULTURE AND FORESTRY, NAUNI, SOLAN UNDER STATE SECTOR.

[All figures in Rupees]

Sr. No.	Nature of Powers	Vice-Chancellor	Deans/ Directors	Estate Officer	Registrar	Comptroller	Librarian	Students' Welfare Officer	Head of the Depts./ Assoc. Director (R&E)	Associate Professor/ Dy. SWO/ Dy. Librarian XEN etc. & other category "A" employees & teachers/non-teachers declared as DDO
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1.	To sanction purchase of books, periodicals maps etc. for official use.	Full Powers	50,000/-	5,000/-	5,000/-	5,000/-	2,00,000/- at a time in f/o Library books on the recommendations of LAC	10,000/- per annum	10,000/- per annum	NIL
2.	To make local purchase of stationery for office use in case of urgency	Full Powers	20,000/- in each case	20,000/- in each case	20,000/- in each case	20,000/- in each case	20,000/- in each case	20,000/- in each case	20,000/- in each case	5,000/- in each case
3.	To assign printing work	Full Powers	2,00,000/- per annum	50,000/- per annum	50,000/- per annum	1,00,000/- per annum	50,000/- per annum	50,000/- per annum	25,000/- per annum	10,000/- per annum
4.	To rent or lease building or land for university work	Full Powers	--	--	--	--	--	--	--	--
5.	To sanction permanent advance to Disbursing Officer	Full Powers	----	--	--	50,000/- in each case	--	--	--	--
6.	To sanction purchase of Apparatus, Lab. equipments Electrical and electronics instruments, farm machinery and other capital nature store including livestock	Full Powers	2,00,000/- in each case	As per powers of the SE of the State PWD	--	--	1,00,000/- in each case	--	50,000/- in each case	25,000/- in each case

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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
7.	To sanction purchase of consumable stores (except stationery articles).	Full Powers	1,00,000/- per annum	As per powers of the SE of the State PWD	1,00,000/- per annum	1,00,000/- per annum	1,00,000/- per annum	1,00,000/- per annum	25,000/- per annum	5,000/- per annum
8.	To sanction purchase of feed and fodder, seed and fertilizer, FYM and Medicines for cattle etc.	Full Powers	1,00,000/- per annum	--	--	--	--	--	50,000/- per annum	10,000/- per annum
9.	To sanction purchase of stationery articles	Full Powers	1,00,000/- in each case	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	1,00,000/- in each case	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	25,000/- in each case subject to annual limit of 50,000/-	10,000/- in each case subject to annual limit of 20,000/-
10.	To sanction purchase of furniture	Full Powers	40,000/- in each case	20,000/- in each case subject to annual limit of 40,000/-	20,000/- in each case subject to annual limit of 40,000/-	20,000/- in each case subject to annual limit of 40,000/-	20,000/- in each case subject to annual limit of 40,000/-	20,000/- in each case subject to annual limit of 40,000/-	10,000/- in each case subject to annual limit of 20,000/-	5,000/- in each case subject to annual limit of 10,000/-
The powers regarding purchase of furniture can only be exercised after lifting ban by the State Govt.										
11.	To sanction purchase of Duplicating machine, calculators, Computers, FAX machine, Photostat machine accessories thereof.	Full Powers	1,00,000/- in each case subject to annual limit of 2,00,000/-	1,00,000/- in each case subject to annual limit of 2,00,000/-	1,00,000/- in each case subject to annual limit of 2,00,000/-	1,00,000/- in each case subject to annual limit of 2,00,000/-	1,00,000/- in each case subject to annual limit of 2,00,000/-	1,00,000/- in each case subject to annual limit of 2,00,000/-	--	--
12.	To sanction hiring of furniture, crockery, Shamianas, tents, trucks etc. for official use	Full Powers	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	--	--	10,000/- in each case subject to annual limit of 20,000/-	5,000/- in each case subject to annual limit of 10,000/-
13.	To sanction repairs/overhauling of Xerox machine, Computer, furniture, scientific equipments machines, duplicating and calculating machines.	Full Powers	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	10,000/- in each case subject to annual limit of 20,000/-	5,000/- in each case subject to annual limit of 10,000/-
14.	To sanction purchase of vehicle including Tractor and Bulldozers.	Full Powers	--	--	--	--	--	--	--	--

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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
15.	To sanction on maintenance running charges, repairs and replacement of parts of vehicle	Full Powers	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	50,000/- in each case subject to annual limit of 1,00,000/-	25,000/- in each case subject to annual limit of 50,000/-	10,000/- in each case (in case of POL full powers to all the Vehicle Incharges) subject to annual limit of 20,000/-
(If the total repairs cost equals the cost of vehicle, each repair case should be referred to the Vice-Chancellor. In case of POL full powers to all DDOs.)										
16.	To sanction expenditure on exhibitions, demonstrations, fair including purchase of materials connected therewith.	Full Powers	1,00,000/- in each case	--	--	--	--	--	50,000/- in each case	25,000/- in each case
17.	To sanction expenditure on university functions, meetings etc.	Full Powers	1,00,000/- per annum	1,00,000/- per annum	1,00,000/- per annum	1,00,000/- per annum	1,00,000/- per annum	1,00,000/- per annum	50,000/- per annum	20,000/- per annum
18.	To sanction photography charges including purchase of photography material.	Full Powers	50,000/- per annum	10,000/- per annum	10,000/- per annum	10,000/- per annum	10,000/- per annum	10,000/- per annum	5,000/- per annum	--
19.	To sanction the advertisement charges.	Full Powers	50,000/- in each case	50,000/- in each case	50,000/- in each case	50,000/- in each case	25,000/- in each case	25,000/- in each case	--	--
20.	To sanction electric/water supply charges	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers
21.	To sanction expenditure on									
(a)	Installation of telephone, shifting, extension, repairs and maintenance charges.	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers
(Subject to the condition that the installation of new telephone is approved by the Telephone Advisory Committee/Vice Chancellor.										
(b)	Telephone usage charges (per telephone)	Full Powers	2,000/- per month	2,000/- per month	2,000/- per month	2,000/- per month	2,000/- per month	2,000/- per month	1,000/- per month	--
(c)	Telegrams and inland/foreign postage	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers
(d)	Internet connection	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers
22.	To sanction payment of demurrage wharfage charges etc.	Full Powers	10,000/- in each case	10,000/- in each case	10,000/- in each case	10,000/- in each case	10,000/- in each case	10,000/- in each case	5,000/- in each case	2,500/- in each case
23.	To sanction expenditure in c/w law charges of cases instituted with the permission of the Vice Chancellor	Full Powers	--	--	20,000/- in each case	--	--	--	--	--

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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
24.	To sanction Hot & Cold weather charges including freight charges	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers
25.	To dispense with earnest money or security when plant and machinery, implements spares etc. are supplied and erected by the firm of undoubted financial standing and repute.	Full Powers	--	--	--	--	--	--	--	--
26.	To sanction expenditure on book binding material and other binding works.	Full Powers	50,000/- per annum	--	--	50,000/- per annum	50,000/- per annum	--	--	--
27.	To sanction supply of uniforms clothing and other livery articles to university employees	Full Powers	Full Powers as per scale prescribed by the Government							
28.	To sanction employment of skilled and un-skilled labour on daily wages & contractual labour.	Full Powers	--	--	--	--	--	--	--	--
29.	To sanction honorarium for special work of casual and intermittent character.	Full Powers After Amendment →	500,000/- Per annum	NIL	500,000/- Per annum	500,000/- Per annum	NIL	1,00,000/- Per annum	NIL	NIL
30.	To sanction refund of revenue collected from Students and others.	Full Powers	Full Powers in case of students	1,000/- for refund of rent recovered in excess	--	Full Powers for refund of excess realization	--	--	--	--
31.	To sanction refund of deposits, earnest money and cautioned deposit.	Full Powers	Full Powers	Full Powers of SE of the State PWD	--	Full Powers	---	--	--	As per powers of Executive Engineer of the State PWD
32.	To sanction license fee, taxes etc. as required by Central/State Govt./Local bodies and Insurance, testing fee.	Full Powers	Full Powers	Full Powers of the SE of the State PWD	Full Powers	Full Powers	Full Powers	Full Powers	--	As per powers of Executive Engineer of the State PWD

Sl. No 29 amended vide Notification dated 29-3-2023 and addendum dated 04.07.2023

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	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
33.	To sanction purchase of furniture, cooking crockery, utensils etc. for Hostels of the University.	Full Powers	50,000/- per annum	--	--	50,000/- per annum	--	50,000/- per annum	10,000/- per annum	--
34.	To sanction purchase of furniture, crockery/utensils and other furniture material for Rest House/Guest House, maintained by the University.	Full Powers	50,000/- per annum	50,000/- per annum	--	25,000/- per annum	--	--	--	25,000/- per annum (XEN and ADRs/ Incharges of the outstations).
35.	To sanction purchase of Hospital pharmaceuticals and medicines and surgical and other allied instruments diet articles for the Health Centre.	Full Powers	--	--	--	--	--	1.00,000/- in each case subject to annual limit of 2.00,000/-	--	25,000/- in each case (for Medical Officer) only subject to annual limit of 1,00,000/-
36.	To sanction sale at reduced rates supplies stocks (seed plants and grafts) and farm produce	Full Powers	--	--	--	--	--	--	Full Powers	-
37.	Purchase of urgent apparatus chemicals, stationery, store, etc. without quotations.	Full Powers	5,000/- in each case	5,000/- in each case	5,000/- in each case	5,000/- in each case	5,000/- in each case	5,000/- in each case	5,000/- in each case	2,000/- in each case
38.	To fix limits of security deposits of university employees and to prescribe methods of recovery thereof.	Full Power (limit of security in each case to be fixed in consultation with the Comptroller)	--	--	--	--	--	--	--	--
39.	To fix sale rates of nursery plants/seeds	Full Powers	Full Powers	--	--	--	--	--	--	--
40.	To fix sale rates of Horticulture/Agriculture/Dairy products, Vegetables and other perishable items	Full Powers	Full Powers	--	--	--	--	--	--	--
41.	To sanction refundable CPF/GPF advances	Full Powers	Full powers in respect of the staff working under them with prior concurrence of the Comptroller							

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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
42.	To sanction second advance and withdrawals/ final withdrawals from CPF/GPF	Full Powers	--	--	--	Upto 5,00,000/-	--	--	--	--
43.	To grant festival advance/ warm clothing advance and other misc. advances	Full Powers	Full powers in respect of the staff working under them with prior concurrence of the Comptroller							
44.	To sanction LTC advance	Full Powers	Full Powers in respect of teachers or equivalent including professor and other staff working under them							
45.	To write off irrecoverable value of stores or money lost through negligence or other cause and unprofitable outlay on work	Full Powers	--	--						
46.	To write off cost of articles become unserviceable due to fire, wear and tear and on the recommendations of the Physical Verification Committee.	Full Powers	Upto book value of 1,00,000/-	Upto book value of 1,00,000/-	Upto book value of 1,00,000/-	Upto book value of 1,00,000/-	Upto book value of 1,00,000/-	Upto book value of 1,00,000/-	Upto book value of 50,000/-	Upto book value of 10,000/-
47.	To write off livestock lost or dead articles or becoming unserviceable	Full Powers	Full powers to Dean COF in case of livestock	--	--	--	--	--	--	--
48.	To write off shortage of seeds, fertilizers, chemicals insecticides and lubricants due to drayage, wastage, spillage etc.	Full Powers	--	--	--	--	--	--	--	--
49.	To write off the value of books, periodicals and publications of the library found lost, damaged, unaccounted for and found short during the stock verification.	Full Powers	10,000/- in each case subject to annual limit of 20,000/-	10,000/- in each case subject to annual limit of 20,000/-	10,000/- in each case subject to annual limit of 20,000/-	10,000/- in each case subject to annual limit of 20,000/-	10,000/- in each case subject to annual limit of 20,000/-	10,000/- in each case subject to annual limit of 20,000/-	5,000/- in each case subject to annual limit of 10,000/-	2,000/- in each case subject to annual limit of 5,000/-
50.	To write off obsolete publications	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	--
51.	To write off cost of Glassware articles due to breakage by students/staff	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers
52.	To sanction purchase of prize & awards to students.	Full Powers	50,000/- per annum	--	--	--	--	50,000/- per annum	--	--

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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
53.	To sanction merit & other scholarships/fellowships payable from University funds.	Full Powers	Full Powers as prescribed	--	--	--	--	--	--	--
54.	To sanction expenditure on university convocation	Full Power	5,00,000/- per annum	--	5,00,000/- per annum	5,00,000/- per annum	--	--	--	--
55.	To sanction expenditure for annual prize distribution function & athletics/games meets of colleges.	Full Powers	1,00,000/- per annum	--	--	--	--	1,00,000/- per annum	--	--
56.	To remit late fee/fines imposed on students.	Full Powers	Full Powers	--	--	--	--	--	--	--
57.	To fix rates of commission agencies or rate of Hort./ Forest produce etc.	Full Powers	Full Powers	--	--	--	--	--	--	--
58.	To lay down scales for the issue of concentrates, fodders etc. for feeding livestock.	Full Powers	Full Powers	--	--	--	--	--	Full Powers	--
59.	To declare animal as surplus to requirement.	Full Powers	Full Powers	--	--	--	--	--	--	--
60.	To declare agri. produce, nursery plants/fruit trees to be written off.	Full Powers	1,00,000/- in each case	1,00,000/- in each case	--	--	--	--	50,000/- in each case	--
61.	To sanction sale of animals, agri. & nursery plants, fruit trees FYM compost declared surplus by competent authority at a book value or market value whichever is higher.	Full Powers	1,00,000/- per annum	--	--	--	--	--	50,000/- per annum	--
62.	To sanction sale by public auction of animals, hort./ forest produce, nursery, plants, bushes, fruits, trees, grass and FYM etc.	Full Powers	1,00,000/- in each transaction	--	--	--	--	--	50,000/- in each transaction	10,000/- in each transaction
63.	To effect purchase of single quotation basis.	Full Powers	50,000/- Subject to annual limit of 1,00,000/-	50,000/- Subject to annual limit of 1,00,000/-	50,000/- Subject to annual limit of 1,00,000/-	50,000/- Subject to annual limit of 1,00,000/-	50,000/- Subject to annual limit of 1,00,000/-	50,000/- Subject to annual limit of 1,00,000/-	25,000/- Subject to annual limit of 50,000/-	--
64.	To sanction sale of seeds and seedlings at approved market rates.	Full Power	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers

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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
65.	To approve mortality of young nursery etc.	Full Powers	Full Power	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers
66.	To approve mortality of immature plants.	Full Powers	Full Power	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers
67.	To waive off discrepancies relating to store received short or partly damaged in r/o overseas consignments received in an unopened & outwardly good condition.	Full Powers	--	--	--	--	--	--	--	--
68.	To grant compensation to employees under Workmen's Compensation Act	Full Powers	--	--	--	--	--	--	--	--
69.	To sanction the waiving in part or whole of recoveries of over payment pointed out by Audit.	Full Powers	--	--	--	--	--	--	--	--
70.	To sanction contingent expenditure not provided for in any of these prescribed delegations.	Full Powers	50,000/- in each item subject to annual limit of 1,00,000/-	50,000/- in each item subject to annual limit of 1,00,000/-	50,000/- in each item subject to annual limit of 1,00,000/-	50,000/- in each item subject to annual limit of 1,00,000/-	50,000/- in each item subject to annual limit of 1,00,000/-	50,000/- in each item subject to annual limit of 1,00,000/-	25,000/- in each item subject to annual limit of 50,000/-	10,000/- in each item subject to annual limit of 20,000/-
71.	To sanction ex-gratia grant and other facilities to the families of the university employees who dies while in service.	Full Powers	Full powers in respect of employees in whose cases the officer is appointing authority of the university employees							
72.	To sanction re-appropriation from one minor head or scheme to another under the same head of account.	Full Powers	Full Powers within the scheme with the concurrence of the Comptroller							
73.	To determine the rate of remuneration to expert called for various selection committees & other university business.	Full Powers	--	--	--	--	--	--	--	--
74.	To sanction reimbursement of cost of medicines/treatment to officers/teachers/other employees and their families	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers

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	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
75.	To sanction reimbursement of cost of medicines/treatment to officers/teachers/other employees and their families in recognized hospitals/institutes for special treatments on the recommendations of the University Medical Officer/ Govt. Doctor outside the State.	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers
76.	To countersign the TA bills	Full Powers in respect of Statutory Officers	Full Powers upto Professors/ equivalents	Full Powers in respect of staff working under him/her	Full Powers in respect of staff working under him/her and that of VC Office	Full Powers in respect of staff working under him/her	Full Powers in respect of staff working under him/her	Full Powers in respect of staff working under him/her	Full Powers in respect of staff working under him/her	Full Powers in respect of staff working under him/her
77.	To sanction expenditure on boarding/lodging or VIPs/University Guests/ Committees/Members of BOM/FC/Academic Council	Full Powers	--	--	Full Powers	--	--	--	--	--
78.	To sanction contingent advances	Full Powers	Full Powers to sanction an advance in respect of items for which they are empowered to accord the sanction							
79.	To accord administrative/ financial sanction for construction works.	Full Powers	--	--	--	--	--	--	--	--
80.	To declare Drawing and Disbursing Officers	Full Powers	--	--	--	Full Powers	--	--	--	--
81.	To sanction Revolving Fund Scheme	Full Powers	Full Powers to the Director of Research subject to prior concurrence of the Comptroller	--	--	--	--	--	--	--
82.	To sanction time barred claims of the University employees.	Full Powers	--	--	--	--	--	--	--	--
83.	To waive off the recoveries as pointed out by the Audit.	Full Powers	--	--	--	--	--	--	--	--


 Comptroller
 4/03/17

[Annexure-II]

Statement showing the Delegation of Financial Powers to PIs/ Co-PIs and Programme Co-ordinator of various projects under ~~ICAR~~ KVKs and other Misc. Projects funded by ICAR / GOI and other agencies.

Sr. No.	Nature of Power	Vice-Chancellor	Extent of Power to PIs/Co-PIs/ Programme Coordinators	Conditions for exercising powers under Column No. 4
(1)	(2)	(3)	(4)	(5)
1	Sanctioning tour programme and counter signature of TA Bills/medical bills	Full Powers	Full powers in r/o staff working under them.	--
2	Sanctioning tour advances for self, other staff.	Full Powers	Full powers subject to the provision of financial rules.	The adjustment of account bills to be submitted within 30 days in each case
3	Powers to restrict the frequency and duration of journeys	Full Powers	Full powers including for self	Prior approval of the Controlling Officer shall be required in case of PIs/ Co- PIs himself / herself, if the total touring within a month exceeds more than seven days.
4	Sanctioning reimbursement of cancellation charges on unused railway ticket/ air tickets	Full Powers	Full powers for all staff working under him/her including self	The cancellation should be justified and in public interest
5	Expenditure on holding workshops, meetings/conferences and trainings	Full Powers	Full power subject to the provision of funds in the sanctioned budget and compliance with ICAR/ GOI/ funding agency norms.	Subject to adherence to ICAR/GOI/ funding agency norms. Number of participants should not exceed 100
6	Sanction of registration charges at Symposia/Seminars at National Level	Full Powers	Full powers in case of such charges relating to sanctioned project	Subject to GOI/ICAR/ funding agency norms/ instructions
7	Recurring contingent charges for management and operating laboratory and farms including consumable not covered under other items.	Full Powers	₹ 50,000/- in each case	Subject to GOI/ICAR/ funding agency norms/ instructions

Contd page 2

 4/03/17

- 2 -

(1)	(2)	(3)	(4)	(5)
8	Conveyance hire and sanctioning of advance for POL& minor repair of vehicle (Departmental, hired or requisitioned from other department)	Full Powers	₹ 15,000/- in each case	Subject to the rates approved by the University and availability of budget provision and adherence to prescribed procedure
9	Purchase of books, publications and reprints of scientific papers	Full Powers	Up to ₹ 50,000 per annum	Subject to budgetary provision under the project and availability of funds and adherence to prescribed procedure
10	Purchase of working stores, chemicals, glassware, tools, plants& equipments, insecticides, including consumable for research work	Full Powers	UP to ₹ 1,00,000/- in each case	Subject to budgetary provision under the project and availability of funds and adherence to prescribed procedure
11	Printing and binding	Full Powers	Up to ₹ 1,00,000/- per annum	-do-
12	a) Local purchase of stationary stores	Full Powers	Up to ₹ 50,000/- per annum subject to observance of prescribed procedure	-do-
	b) Local purchase of rubber stamps and office seals	Full Powers	Full Powers	-do-
13	To incur recurring expenditure on maintenance and repair of motor vehicles, scientific instruments, laboratory equipments, agricultural implements and machinery	Full Powers	Up to ₹ 50,000/- in each case	-do-
14	Repair of type writer and other office machines	Full Powers	Full Powers	-do-
15	Maintenance of computer and peripherals	Full Powers	Up to ₹ 50,000/- per annum including cost of stores and other materials required for maintenance	-do-
16	Payment of charges on postage, telegrams, telex, Fax, Water, Electricity, telephone bills, Internet connections etc.	Full Powers	Full Powers	Subject to the instruction issued by the GOI/ ICAR/ funding agency from time to time and availability of funds and adherence to rules and procedures
17	Freight charges	Full Powers	Full powers subject to this being part of supply order relating to project work	-

Contd page 3

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4/03/17

(1)	(2)	(3)	(4)	(5)
18	Sanctioning casual leave	Full Powers	Full powers excluding for himself/ herself	In respect of staff exclusively employed under the project
19	Any other item of expenditure not covered under the above delegations	Full Powers	₹ 25,000/- in each case	-
20	Purchase of urgent apparatus, chemicals, stationary, store etc. without quotation	Full Powers	₹ 5,000/- in each case	-
21	Sanction the drawl of Institutional charges	Full Powers	Full Powers	-
22	Powers to sanction advance	Full Powers	Full Powers (For the items for which PIs/Co-PIs/ Programme Coordinator are empowered to sanction expenditure)	-


 11/05/17
 Comptroller



Dr. Yashwant Singh Parmar University of Horticulture & Forestry,
Nauni (Solan)-173230, Himachal Pradesh
Office of the Comptroller, Planning and Budget Branch
☎ 01792-252336, FAX-01792-252336, E-mail: comptrolleruhf@gmail.com

No.UHF/Bud/2-36/Vol-VIII/2019/-7670-7709 Dated: Nauni, the 07/10/2022

NOTIFICATION

In continuation to this office Notification No. UHF/Bud/FC/99th/2014-2015/-12136-70 dated 5th March, 2017, the Hon'ble Vice-Chancellor, Dr Y.S. Parmar University of Horticulture and Forestry, Nauni, Solan is pleased to revise the delegation of financial powers to the Director of Research, HODs, PIs in respect of AICRP and AINPs only as per Annexure-I, subject to ratification by the Finance Committee as well as the Board of Management. However, the financial powers delegated vide notification dated 5th March, 2017 to all the quarter concerned (s) in respect of State Scheme, KVKs & other Misc Projects funded by the State Government, ICAR/GOI and other funding agencies except AICRP & AINPs will remain the same.

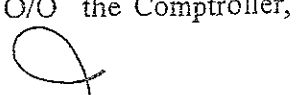
These powers will come into force with immediate effect.


Comptroller

Endst. No. Even.

Dated: Nauni the; 07/10/2022

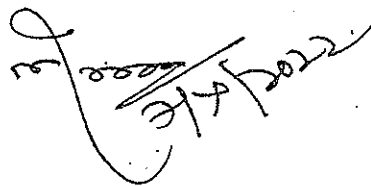
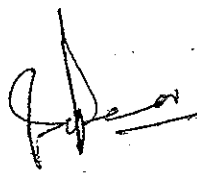
Copy is forwarded for information and necessary action to:-

1. All the Statutory Officers, UHF, Nauni, Solan (HP).
 2. The Director of Research, UHF, Nauni (Solan) w.r.t. his endorsement No. UHF/DR/Estt/VIII-/2013/-3590 dated 01/09/2022.
 3. The Dean, College of Horticulture & Forestry, Neri, Distt Hamirpur (HP).
 4. The Dean, College of Horticulture and Forestry at Thunag, District Mandi.
 5. All the Heads of the Departments/Offices, UHF, Nauni, Solan.
 6. All the Associate Directors (R&E)/ Incharges outstations including KVKs.
 7. The Secretary to the Vice-Chancellor, UHF, Nauni, Solan (HP).
 8. The Assistant Controller (Audit), UHF, Nauni, Solan (HP).
 9. The Incharge, CIC, UHF, Nauni-Solan with the request to upload the same on official website of the University for wide publicity.
 10. The Assistant Registrar, IIW/Pension, UHF, Nauni, Solan (HP).
 11. The Section Officer, Pension Cell/IIW, UHF, Nauni, Solan (HP).
 12. The Superintendent, Accounts/Pay Cell, UHF, Nauni, Solan (HP).
 13. All the Dealing Assistants, Planning & Budget Branch, O/O the Comptroller, UHF, Nauni (Solan).
 14. File No. UHF/Bud/2-7/FC/2022/- and Guard file.
- 

Dr Yashwant Singh Parmar University of Horticulture and Forestry,
Nauni, Solan (H.P.)

Conditions for implementation of AICRPs/AINPs

1. Director of Research will nominate PI and Co-PIs in AICRPs and AINPs in the university in different departments/ stations.
2. Professor and Head and PI equally will be responsible for progress of the projects in the respective department
3. Technical programme (sub projects) of projects will also be approved/ endorsed by Director of Research.
4. All purchases intended to be made on rate contract of the State Government/Director General of Supplies and Disposal/Dr. Y.S. Parmar University of Horticulture & Forestry, Nauni-Solan or adopted by the University need not be referred to any purchase committee.
5. Purchase of each item exceeding ₹ 2.00 lac shall be got approved from the respective Purchase Committees and exceeding of ₹ 5.00 lac from the Central Purchase Committee.
6. Purchase exceeding ₹ 10.00 lac (other than specific equipments) shall be made through tendering in the University Website.
7. The second advance to an employee of the University will be made only if he has rendered the first advance.



Statement showing the Delegation of Financial Powers to Director, HODs / ADRs, PI of AICRP and AINPs.

Sr. NO.	Nature of Power	Vice - Chancellor	Director of Research	HOD / ADRs	Principal Investigator	Conditions for exercising powers under Column No. 5 and 6
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	Sanctioning tour programme and counter signature of TA bills / medical bills	Full Powers	Full Powers	Full powers in r/o staff working under them	Field Lab staff working in AICRP / AINP with information to HOD	---
2	Sanctioning tour advances for self, other scientists under project	Full Powers	Full Powers	Full power subject to the provision of financial rules.	---	The adjustment of account bills to be submitted with in 30 days in each case
3	Power to restrict the frequency and duration of journeys	Full Powers	Full Powers including for self	Full powers in respect of staff working under him/her/self	---	Prior approval of the Controlling Officer shall be required if the total touring within a month exceeds more than seven days
4	Sanctioning reimbursement of cancellation charges on unused railway ticket / air ticket	Full Powers	Full Powers	---	---	The cancellation should be justified and in public interest
5	Expenditure on holding workshops, meetings / conferences and trainings	Full Powers	Full power subject to the provision of funds in the sanctioned budget and compliance with ICAR / GOI norms	---	---	Subject to adherence to ICAR / GOI / funding agency norms. Number of participants should not exceed 100
6	Sanction of registration charges at Symposia / Seminars at National Level	Full Powers	Full Powers	Rs. 10000/-	Rs. 5000/-	Subject to GOI / ICAR norms/ instructions

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7	Recurring contingent charges for management and operating laboratory and farms including consumable not covered under other items.	Full Powers	2,00,000/- in each case	100,000/- In each case	50,000/- in each case	Subject to GOI/ICAR no instructions
8	Conveyance hire and sanctioning of advance for POL& minor repair of vehicle (Departmental, hired or requisitioned from other department)	Full Powers	₹ 50,000/- in each case	₹ 25,000/- in each case	₹ 10,000/- in each case.	Subject to the rates approve the University/ di: administration and availability budget provision and adhere prescribed procedure
9	Purchase of working stores, chemicals, glassware, tools, plants& equipment, insecticides, including consumable for research work	Full Powers	Full powers	Full powers	10% of total amount	Subject to budgetary prov under the project and availal of funds and adherence prescribed procedure
10	Printing and binding	Full Powers	Full powers	50,000/-	₹. 25,000	-do-
11	Local purchase of stationary stores	Full Powers	Up to ₹ 50,000/- per annum	Up to ₹ 25,000/- per annum subject to observance of prescribed procedure	₹ 10,000 per annum subject to observance of prescribed procedure	-do-
12	To incur recurring expenditure on maintenance and repair of motor vehicles (departmental), scientific instruments, laboratory equipments, agricultural implements and machinery	Full Powers	Full Powers	Up to ₹ 50,000/- in each case	₹ 10,000 in each case	-do-
13	Maintenance of computer and peripherals	Full Powers	Full Powers	Full Powers	₹ 10,000/- per year	-do-

[Signature]

[Signature]

14	Payment of charges on postage, telegrams, telex, Fax, Water, Electricity, telephone bills, Internet connections etc.	Full Powers	Full Powers	Full Powers	-	Subject to the instruction issued by the GOI/ ICAR from time to time and availability of funds and adherence to rules and procedure
15	Freight charges	Full Powers	Full powers	Full powers subject to this being part of supply order relating to project work	-	-
16	Sanctioning casual leave	Full Powers	Full powers	Full powers in r/o staff working under him/her	-	In respect of staff exclusively employed under the project
17	Any other item of expenditure not covered under the above delegations	Full Powers	Full powers	Rs. 25000/- in each case	₹ 10,000/- per year	-
18	Purchase of urgent apparatus, chemicals, stationary, store etc. without quotation	Full Powers After Amendment	₹ 25,000/- in each case ₹ 5,000/- in each case	₹ 15,000/- in each case ₹ 5,000/- in each case	₹ 5,000/- in each case ✓	-
19	Sanction the drawl of Institutional charges/ internet management charges	Full Powers	Full Powers	Full Powers	-	-
20	Powers to sanction advance	Full Powers	Full Powers	Full Powers (For the items for which they are empowered to sanction expenditure)	₹ 10,000/- in each case.	-

Amended
vide Notification
Dt: 25-02-2023

[Signature]

[Signature]

(4/4)



Dr. Yashwant Singh Parmar University of Horticulture & Forestry,
Nauni (Solan)-173230, Himachal Pradesh
Office of the Comptroller, Planning and Budget Branch
☎ 01792-252336, FAX-01792-252336, E-mail: comptrolleruhf@gmail.com

No.UHF/Bud/2-36/Vol-VIII/2019/-13192-13231 Dated: Nauni, the 25-02-2023

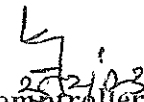
NOTIFICATION

In partial modification of this office Notification No.UHF/Bud/2-36/Vol-VIII/2019/-7670-7709 dated 7th October, 2022, the Hon'ble Vice-Chancellor, Dr Y.S. Parmar University of Horticulture and Forestry, Nauni, Solan in accordance with State Government regulations / financial powers delegated under State Schemes, has adjudicated to amend the financial powers delegated to various functionaries of this University vide Sl. No. 18 of the revised delegation of financial powers in respect of AICRP and AINPs as per details below, subject to ratification by the Finance Committee as well as the Board of Management.

Sl. No. 18 [Purchase of urgent apparatus, chemicals, stationery, store etc. without quotation]		
	Old Powers delegated	New Powers delegated
Vice-Chancellor	Full Powers	Full Powers
Director of Research	Rs.25000/- in each case	Rs.5000/- in each case
HOD/ADRs	Rs.15000/- in each case	Rs.5000/- in each case
Principal Investigator	Rs.5000/- in each case	Rs.5000/- in each case

However, the other financial powers (except at Sl. No. 18) delegated vide ibid notification dated 7th October, 2022 will remain same.

These powers will come into force with immediate effect.


Comptroller

Endst. No. Even. 13192-13231

Dated: Nauni the; 25-02-2023

Copy is forwarded for information and necessary action to: -

1. All the Statutory Officers, UHF, Nauni, Solan (HP).
2. The Director of Research, UHF, Nauni (Solan).
3. The Dean, College of Horticulture & Forestry, Neri, Distt Hamirpur (HP).
4. The Dean, College of Horticulture and Forestry at Thunag, District Mandi.
5. All the Heads of the Departments/Offices, UHF, Nauni, Solan.
6. All the Associate Directors (R&E)/ Incharges outstations including KVKs.

7. The Secretary to the Vice-Chancellor, UHF, Nauni, Solan (HP).
8. The Deputy Controller (Audit), UHF, Nauni, Solan (HP) w.r.t. letter No.RAS/SLN/UHF/2022-23/-275 dated 11.01.2023.
9. The Incharge, CIC, UHF, Nauni-Solan with the request to upload the same on official website of the University for wide publicity.
10. The Assistant Registrar, IIW/Pension, UHF, Nauni, Solan (HP).
11. The Section Officer, Pension Cell/IIW, UHF, Nauni, Solan (HP).
12. The Superintendent, Accounts/Pay Cell, UHF, Nauni, Solan (HP).
13. All the Dealing Assistants, Planning & Budget Branch, O/O the Comptroller, UHF, Nauni (Solan).
14. File No. UHF/Bud/2-7/FC/2022/- and Guard file.

4,
28/1/23
Comptroller




Dr. Yashwant Singh Parmar University of Horticulture & Forestry,
Nauni (Solan)-173230, Himachal Pradesh
Office of the Comptroller, Planning and Budget Branch
☎ 01792-252336, FAX-01792-252336, E-mail: comptrolleruhf@gmail.com

No.UHF/Bud/2-36/Vol-V/2022/-15246-286 Dated: Nauni the; 29/03/2023

Notification

In partial modification of this office Notification No.UHF/Bud/2-7/FC/99th/2014-15/- 12136-70 dated 5th March, 2017, the Hon'ble Vice-Chancellor, Dr Y.S. Parmar University of Horticulture and Forestry, Nauni, Solan is pleased to amend/revise the financial powers delegated at Sl. No. 29 to the Hon'ble Vice-Chancellor under State Schemes, the provision of Sl. No. 29 "To sanction honorarium for special work of casual and intermittent character" shall be substituted as per Annexure-I, subject to ratification by the Finance Committee as well as the Board of Management.

The revised/amended provision will come into force with immediate effect.


 29/03/23
[D.S. Chauhan]
Comptroller

Endst. No. Even.

Dated: Nauni the; 29/03/2023

Copy of the above is forwarded to the following for information and taking further necessary action:-

1. All the Statutory Officers, UHF, Nauni (Solan).
2. The Dean, College of Horticulture & Forestry Neri, Distt. Hamirpur (HP).
3. The Dean, College of Horticulture and Forestry, Thunag, District Mandi (HP).
4. All the Professor & Heads, UHF, Nauni (Solan).
5. All the Associate Directors/Incharges/Coordinators, Outstations/KVK, UHF, Nauni (Solan).
6. The Incharge, CIC, UHF, Nauni-Solan with the request to upload the same on official website of the University for wide publicity.
7. The Deputy Controller (Audit), UHF, Nauni (Solan).
8. The Secretary to the Vice-Chancellor, UHF, Nauni (Solan).
9. The Section Officer, Pension Cell/IIW, UHF, Nauni (Solan).
10. The Superintendent, Accounts/Pay Cell, UHF, Nauni (Solan)
11. Guard file.

 29/03/23
[D.S. Chauhan]
Comptroller

[Annexure-I]

REVISED SCHEDULE OF FINANCIAL POWERS TO OFFICERS, TEACHERS AND OTHER EMPLOYEES OF DR. YASHWANT SINGH
PARMAR UNIVERSITY OF HORTICULTURE AND FORESTRY, NAUNI, SOLAN UNDER STATE SECTOR.

[All figures in Rupees]

Sr. No.	Nature of Powers	Vice-Chancellor	Deans/ Directors	Estate Officer	Registrar	Comptroller	Librarian	Students' Welfare Officer	Head of the Depts./ Assoc. Director (R&E)	Associate Professor/ Dy. SWO/ Dy. Librarian XEN etc. & other category "A" employees & teachers/non-teachers declared as DDO
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
29.	To sanction honorarium for special work of casual and intermittent character.	Full Powers	5,00,000/- per annum	NIL	5,00,000/- per annum	5,00,000/- per annum	NIL	1,00,000/- per annum	NIL	NIL


[D.S. Chauhan]

Comptroller



Dr. Yashwant Singh Parmar University of Horticulture & Forestry,
Nauni (Solan)-173230, Himachal Pradesh

Office of the Comptroller, Planning and Budget Branch
☎ 01792-252336, FAX-01792-252336, E-mail: comptrolleruhf@gmail.com

No.UHF/Bud/2-59/R/F/2022/- 2278-2318 Dated: Nauni, the 17/05/2023

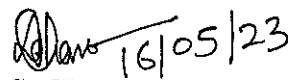
NOTIFICATION

In partial modification of this office Notification No.UHF/Bud/2-7/FC/99th/2014-15/-12136-70 dated 5th March, 2017, on the recommendations of the committee constituted for the purpose, the Hon'ble Vice-Chancellor, Dr Y.S. Parmar University of Horticulture and Forestry, Nauni, Solan has decided to amend the condition No. 10 of the ibid Notification in order to implement the revised guidelines/procedure for Revolving Fund Scheme(s) in the University as mentioned below, subject to ratification by the Finance Committee as well as the Board of Management.

Condition No. 10: In addition to normal expenditure w.r.t. particular revolving fund for the proposed activities, the non-recurring expenditure on following heads can also be booked under the revolving Funds schemes wherever required, subject to completion of all codal formalities :

- i). Maintenance of Building and repair/up-gradation of field stores.
- ii) Purchase/repair/hiring of vehicles with POL charges.
- iii) Purchase of minor equipment(s)/repair/maintenance up to Rs.5.00 lakh.
- iv) Purchase of Chemicals/Glassware and pesticides for field purpose.
- v) Up-gradation/repair of access roads/paths/water channels of the farms.
- vi) Computer and accessories for field data record/up-gradation/maintenance of data over the years.

This amendment will come into force with immediate effect.


[D.S. Chauhan]
HPF&AS
Comptroller

Endst. No. Even.

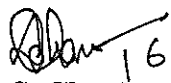
Dated: Nauni the; 17/05/2023

Copy is forwarded for information and necessary action to: -

1. All the Statutory Officers, UHF, Nauni, Solan (HP).
2. The Director of Research, UHF, Nauni (Solan).
3. The Dean, College of Horticulture & Forestry, Neri, Distt Hamirpur (HP).
4. The Dean, College of Horticulture and Forestry at Thunag, District Mandi.
5. All the Heads of the Departments/Offices, UHF, Nauni, Solan.
6. All the Associate Directors (R&E)/ Incharges outstations including KVKs.

Contd. on Page-2-

7. The Secretary to the Vice-Chancellor, UHF, Nauni, Solan (HP).
8. The Deputy Controller (Audit), UHF, Nauni, Solan (HP) w.r.t. letter No.RAS/SLN/UHF/2022-23/-275 dated 11.01.2023.
9. The Incharge, CIC, UHF, Nauni-Solan with the request to upload the same on official website of the University for wide publicity.
10. The Assistant Registrar, IIW/Pension, UHF, Nauni, Solan (HP).
11. The Section Officer, Pension Cell/IIW/Accounts, UHF, Nauni, Solan (HP).
12. The Superintendent, Pay Cell, UHF, Nauni, Solan (HP).
13. All the Dealing Assistants, Planning & Budget Branch, O/O the Comptroller, UHF, Nauni (Solan).
14. File No. UHF/Bud/2-7/FC/2022/- and Guard file.


[D.S. Chauhan]
HPF&AS
Comptroller



Dr. Yashwant Singh Parmar University of Horticulture & Forestry
Office of the Comptroller, Planning & Budget Branch
☎ 01792-252336, E-mail id: comptrolleruhf@gmail.com

No.UHF/Bud/2-36/Vol.-VII/2019/- 5581-5621

Dated: Nauni, the; 04/07/2023

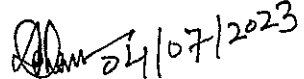
Addendum

In partial modification of this office Notification No.UHF/Bud/2-7/FC/99th/2014-15/-12136-70 dated 5th March, 2017, subsequently amended vide Notification No.UHF/Bud/2-36/Vol-V/2022/-15246-286 dated 29/03/2023, the Hon'ble Vice-Chancellor, Dr. Y.S. Parmar University of Horticulture and Forestry, Nauni, Solan is pleased to delegate financial powers to the functionaries of this University for the payment of remuneration and TA/DA to the external examiners on the University/ Govt. approved rates under existing Serial No. 29 of the ibid Notifications as per details below:

Sl. No. of delegations under State Sector	Nature of Power	Vice-Chancellor	Dean/ Directors	Estate Officer	Registrar	Comptroller	Librarian
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
29	To sanction: • honorarium for special work of casual and intermittent character, • payment of remuneration and TA/DA to the external examiners on the University/ Govt. Approved rates.	Full Powers	Rs.5,00,000/- per annum	NIL	Rs.5,00,000/- per annum	Rs.5,00,000/- per annum	NIL

Student Welfare Officer	Head of the Departments/ Assoc. Director(s) (R&E)	Associate Professor/ Dy. SWO/ Dy. Librarian, XEN etc. & other category "A" employees & teachers/non-teachers declared as DDO
(9)	(10)	(11)
Rs.1,00,000/- per annum	NIL	NIL

The Serial No. 29 of the ibid notification dated 5th March, 2017 may be read as per details above with immediate effect.


[D.S. Chauhan]
HPF&AS
Comptroller

Endst. No. Even. 5581-5621

Dated: Nauni the; 04/07/2023

Copy is forwarded for information and necessary action to: -

1. All the Statutory Officers, UHF, Nauni, Solan (HP).
2. The Dean, College of Horticulture & Forestry, Neri, Distt Hamirpur (HP).
3. The Dean, College of Horticulture and Forestry at Thunag, District Mandi.

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4. All the Heads of the Departments/Offices, UHF, Nauni, Solan.
5. All the Associate Directors (R&E)/Incharges Outstations including KVKs.
6. The Secretary to the Vice-Chancellor, UHF, Nauni, Solan (HP).
7. The Deputy Controller (Audit), UHF, Nauni, Solan (HP).
8. The Professor Incharge, CIC, UHF, Nauni-Solan with the request to upload the same on official website of the University for wide publicity.
9. The Assistant Registrar, IIW/Pension, UHF, Nauni, Solan (HP).
10. The Section Officer, Pension Cell/IIW/Accounts, UHF, Nauni, Solan (HP).
11. The Superintendent, Pay Cell, UHF, Nauni, Solan (HP).
12. Guard file.


04/07/2023
Comptroller