Director
Extension Education

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Directorate of Extension Education
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No. UHF/DEE/Estt/1-53/Vol.III/2016 -3952-91
Dated: 20.11.2026

NOTIFICATION

The Vice-Chancellor, Dr. Y.S. Parmar University of Horticulture and Forestry, Nauni, Solan, has been pleased to accord approval for the transition from the existing system of operation to a unified Hospitality Services System, implementation of the revised catering/meal rates notified by this Directorate, and constitution of Hospitality-cum-Spot Purchase Committees for all the Scientist/Farmers'/Kisan Hostels functioning at the Krishi Vigyan Kendras (KVKs).

The Hospitality Wing shall function under the overall administrative control of the Director, Extension Education, whereas the respective Heads of KVKs shall be responsible for providing necessary guidance and supervision for the smooth functioning of hospitality services, including arrangements for the procurement of food items/material required for serving meals to guests/persons staying in the Scientist/Farmers'/Kisan Hostels of the respective KVKs.

Accordingly, the following Committee is hereby constituted at each KVKs to make necessary arrangements for hospitality services and procurement of food items/material etc.:

1.	Sr. Scientist & Head, KVK	Chaiman
2.	Sr. Most Scientist	Member
3.	Section Officer/Supdt/Sr. Assistant/Clerk/JOA	Member
4.	Technical/Field Assistant	Member

The Committee is hereby authorized to obtain spot quotations, wherever required, and place supply orders at the spot, strictly in accordance with the prescribed rules and procedures of the University, to ensure smooth and uninterrupted functioning of hospitality services at the respective KVKs.

The expenditure incurred on this account shall be met out of the existing Revolving Fund Scheme of the concerned KVK under the relevant scheme code. The receipts realized from catering/meal and other hospitality services shall also be credited to the respective existing Revolving Fund Scheme of the concerned KVK, in accordance with the prescribed financial rules and procedures of the University.

Director 20/11/26
Extension Education

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

1. All the Statutory Officer, UHF, Nauni, Solan.
2. The Dean, COHF, Neri, District Hamirpur (HP)
3. The Dean, COHF, Thunag at Gohar (Gudhari), District Mandi (HP)
4. All the Prof. & Heads/HoDs, COH/COF, UHF, Nauni, Solan.

5. All the Associate Directors(R&E) /Incharges, Research Stations
6. All the Sr. Scientist & Head, KVK, Chamba at Saru/Solan at Kandaghat/Shimla at Rohru/ Kinnaur at Sharbo (R/Peo) and Lahaul & Spiti-II at Tabo.
7. Incharge, CIC, UHF, Nauni, Solan for uploading in the University website.
8. All the faculty of DEE, UHF, Nauni, Solan.
9. The Joint Controller (Audit), UHF, Nauni, Solan.
10. The Secretary to the Vice Chancellor, UHF, Nauni, Solan.
11. PA to the undersigned/File No. Estt/1-53/Vol. III/2016

Director 20/11/16
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