

From:

R.K.Chandolia, PROFESSOR, Department of Veterinary Gynecology and Obsterics

To,

A S Yadav, PROFESSOR, Department of Animal Genetics and Breeding
Ajay Kakkar, Superintendent, Directorate of Research
Arun Nehra, Assistant, Office of Comptroller
Asha Rani, Assistant, Office of Comptroller
Ashok Kumar, Principal Scientist, Department of Vety. Public Health & Epidemiology
Ashok Kumar, PROFESSOR, Department of Veterinary Surgery and Radiology
D S Dalal, PROFESSOR, Department of Animal Genetics and Breeding
D.P. Sharma, Dean COVS, College of Veterinary Science
Dinesh Kumar, Deputy Superintendent, Office of Comptroller
Gulshan Narang, Principal Scientist, Department of Veterinary Pathology
Harish Kumar Gulati, Registrar, Office of Registrar
J.B.Phogat, Dean PGS, Post Graduate Studies
Jaibir Singh, Superintendent, College of Veterinary Science
K K Pilani, Deputy Registrar, Office of Registrar
Kailash Sharma, Assistant, Office of Comptroller
Manoj Kumar Rose, PROFESSOR, Department of Vety. Physiology and Biochemistry
N K Mahajan, Principal Scientist, Department of Vety. Public Health & Epidemiology
N S Maan, PROFESSOR, Department of Animal Nutrition
Neelesh Sindhu, Assistant Professor, Veterinary Clinical Complex
Nirmal Sangwan, Director HRM, Directorate of Human Resource Management
Om Parkash, Assistant, Office of Registrar
Onkar Chand, Clerk, Office of Comptroller
P K Bhardwaj, PROFESSOR, Department of Livestock Products Technology
Pardeep Kumar, Assistant, College of Dairy Science and Technology
Parveen Goel, Director of Research, Directorate of Research
Pawan Kumar Rajoria, PROFESSOR, Department of Veterinary Anatomy
R. S. Sheokand, Director of Extension Education, Directorate of Extension Education
R.K.Chandolia, PROFESSOR, Department of Veterinary Gynecology and Obsterics
Ram Chander, Superintendent, Directorate of Student Welfare
Ran Singh, Superintendent, Office of Registrar
Ranbir Singh Bisla, Principal Scientist, RVDEC, Uchani, Karnal
S K Chikkara, Principal Scientist, Department of Livestock Production Management
S P Dahiya, PROFESSOR, Department of Animal Genetics and Breeding
Sandeep Gera, Director IPVS, Institute of Para Veterinary Sciences
Sanjay Kapoor, PROFESSOR, Department of Veterinary Microbiology
Sanjay Kumar, Deputy Superintendent, Office of Registrar
Satish Kumar Grover, Sr. Private Secretary, Vice - Chancellor's Secretariat
Satish Kumar Kajla, Administrative-cum-Accounts Officer, College of Dairy Science and Technology
Satpal Yadav, Assistant, Office of Comptroller
Satyavir Singh, PROFESSOR, Department of Veterinary Parasitology
Sonia Sindhu, PROFESSOR, Department of Vety. Physiology and Biochemistry
Sukhbir, Assistant, Office of Comptroller
Sumer Singh Sangwan, PROFESSOR, VAHEE
Surender Kumar Gupta, Controller of Examination, Office of Registrar
Surender Kumar, Deputy Comptroller, Office of Comptroller
Sushila Maan, Principal Scientist, Department of Animal Biotechnology
Trilok Nanda, DSW-cum-Estate Officer, Directorate of Student Welfare
V.K. Jain, PROFESSOR, Department of Veterinary Medicine
Vikas Kharb, Assistant Registrar, Office of Registrar
Vinod Kumar, PROFESSOR, Department of Vety. Pharmacology and Toxicology
Y P Manchanda, Steno Typist, Vice - Chancellor's Secretariat
Yudhbir Singh, PROFESSOR, Department of Veterinary Medicine

Document No.:- CO1215-160119

Subject: Absentee Statement

From

The Comptroller,

Lala Lajpat Rai University of Veterinary And Animal Sciences,

Hisar

To

All Deans/Directors/Officers/HODs/DDOs/Sections

(Including outstations)

LUVAS, Hisar

Memo No. LUVAS/CVU/DDO/2019/6508-50

Dated: - 16.01.2019

Subject: Absentee Statement

As per provision contained in Chapter 5 (Salaries and Allowances) under rule No. 5.5(3) of Account Code Volume-I, **“An absentee statement in Form VU 5/5 shall be attached to each establishment bill in which there is a case of leave, suspension or deputation and the officiating arrangement made, if any, shown therein. The absentee statement shall be initiated by HoD and countersigned by the D.D.O. of Comptroller’s office.”**

Keeping in view of the above, all the respective departments/offices are requested to send the absentee statement to this office latest by 25th of **every month**, failing which the salary of the concerned department/offices shall not be prepared/drawn and the responsibility for non-drawl of salary shall lie upon the concerned department. This is mandatory requirement even if the information is **nil**, the same may also be projected on the prescribed form VU 5/5 (copy enclosed).

The information is to be supplied through E-gov. to Mr. Arun Nehra, Assistant of this office.

-Sd/-

Comptroller

CC:-

1. SPS to Vice-Chancellor for kind information of Worthy Vice-Chancellor.
2. All branches of Comptroller Office for information and necessary action.
3. Dr. Neelesh Sindhu, Incharge E-Governance to upload on University website.

APPROVED

R.K.Chandolia
PROFESSOR
Department of Veterinary Gynecology and Obstetrics
Jan 17 2019 12:17PM

For information and compliance

N K Mahajan
Principal Scientist
Department of Vety. Public Health & Epidemiology
Jan 17 2019 12:26PM

For information and compliance pl.

Nirmal Sangwan
Director HRM
Directorate of Human Resource Management
Jan 17 2019 12:37PM

For n/a please

D.P. Sharma
Dean COVS
College of Veterinary Science
Jan 17 2019 1:01PM

for information and further n/a, please

Form VU 5/5
(Referred to in Rule 5.5(3))

LALA LAJPAT RAI UNIVERSITY OF VETERINARY & ANIMAL SCIENCES, HISAR

Absentee Statement

Of..... for..... 20

Name of the absentee	Pay of absentee (rate per mensem) Rs.	Kind of leave granted	Date of beginning of leave	Date of return (to be filled in when he returns) from leave	Remarks
1	2	3	4	5	6

Certified that leave was granted by reference to the applicant's Service Book and according to the Rules. I had satisfied myself that it was admissible, and that all grants of leave and departures on, and return from leave, all periods of suspension or deputation and all appointments and promotions, have been recorded in the Service-Book of the persons concerned.

Dated

D & D.O.