



No.UHF.Regr.Rectt.2-04/2026/- 21708-743

Dated: - 07.09.2026

OFFICE ORDER

On the recommendations of the Selection Committee, the Vice-Chancellor, Dr. Yashwant Singh Parmar University of Horticulture & Forestry, Nauni (Solan) in terms of Notification No.UHF.Regr.Rectt.2-108/2017/-15360-15404 dated 26.08.2017 and is pleased to engaged **Dr. (Ms.) Aashima Sharma D/o Shri Rajesh Kumar Sharma, Village Pakhrol, Post Office- Sera, Tehsil-Nadaun, District-Hamirpur (HP) 177038 as Job Trainee Scientist (Fruit Science) [Post at Sr. No. 02 of Advertisement No. 02/2026 dated 03.07.2026 under ICAR-AICRP at College of Horticulture & Forestry, Neri (Hamirpur)]** on the terms and conditions mentioned below. However, her engagement shall be subject to ratification from the Board of Management in terms of ibid notification.

- i) that her engagement will be regulated in accordance with the instructions contained in Department of Personnel's letter No.PER(AP)-C-B(15)-3/2024 dated 19.07.2025 read with letter of even number(s) of dated 22.07.2025 and 23.07.2025 respectively, further notified by the University vide Notification No.UHF.Regr.Rectt.2-106/2025/-27814-53 dated 30.08.2025;
- ii) that she will be paid consolidated fixed amount @ ₹ 35,000/- (Rupees Thirty Five Thousand) only per month.
- iii) that she will be called upon to do teaching, research and extension work in her subject or any other work as may be assigned by the Vice-Chancellor from time to time.
- iv) that she will have to sign an agreement in triplicate, on non-judicial stamp paper of ₹ 5, as per Annexure-A appended to this engagement order;
- v) that she shall not be entitled for the any service benefits as are admissible to regular University employees nor can she demand such benefits;
- vi) that she will be entitled to TA/DA as per the provisions of the instructions of the Finance Department issued from time to time, if required to go on tour in connection with her official duties at the same rate as applicable to regular counterpart official at the minimum of pay scale;
- vii) that she will be entitled for one day's casual leave after putting in one month's service, 10 day's medical leave and 5 days' special leave, in a calendar year. She shall not be entitled for medical re-imbursement, LTC etc. No leave of any other kind, except above, will be admissible to her. Un-availed casual leave, medical leave and special leave can be accumulated upto the calendar year and will not be carried forward for the next calendar year. However, a Female Job Trainee engaged with less than two surviving children may be granted maternity leave for 180 days. A female Job Trainee engaged shall also be entitled for maternity leave not exceeding 45 days (irrespective of the number of surviving children) during the entire service, in case of miscarriage including abortion, on production of medical certificate issued by the authorized Government Medical Officer.
- viii) that unauthorised absence from the duty without the approval of the Controlling Officer shall automatically lead to her termination. However, in exceptional cases, where the circumstances for un-authorized absence from duty were beyond her control on medical grounds, such period shall not be excluded while considering her case for regularisation/conversion in regular pay-scale but she shall have to intimate the controlling authority in this regard well in time. However, she shall not be entitled for any remuneration for this period of absence from duty. Provided that she shall submit the certificate of illness/ fitness in support of her illness, issued by the Medical Officer, as per prevailing instructions of the State Government;
- ix) that she will have to submit a certificate of her fitness issued either from the Medical Officer of the University or by a Government Medical Officer;

- x) that she will be eligible for Medical benefits schemes under HIMCARE/Ayushman Bharat, as applicable, and she will become member of the scheme. However, the Government Medical rules shall not be applicable on her;
- xi) that provisions of any service rules including CCS/CCA/Leave Rules/Pension Rule or any other rules, as applicable to regular employees of University will not be applicable to her;
- xii) that she shall have to perform all the duties as assigned to her by the Controlling Officer;
- xiii) that she shall normally be given training during office hours. However, she shall have to perform tasks beyond office hours, if instructed by the concerned authority;
- xiv) that she shall have to furnish an affidavit, on a non-judicial stamp paper worth ₹ 5/- as per **Annexure-B**, at the time of joining;
- xv) that she shall have to pass the prescribed post training examination. After the second year of Job Trainee period, she will be required to clear a qualifying examination or efficiency bar test based on the work profile of the respective post, as a prerequisite for appointment to an appropriate pay scale, which shall be conducted by the recruitment authority of the University as may be prescribed by the Government from time to time. The nature, syllabus etc. of the examination shall be determined/ finalized by the recruitment authority of the University;
- xvi) that her service will be governed on the basis of agreement **(Annexure-A)**. The engagement is liable to be terminated in case the misconduct is proved after inquiry by competent authority by following principles of natural justice or due to lack of fitness/ability for this post. In case, she is not satisfied with the termination orders served by the Engaging Authority, she may prefer an appeal before the Appellate Authority within a period of 45 days, from the date on which a copy of termination orders is delivered to her;
- xvii) that in case voluntarily resignation with prior one month's notice is tendered by her, she shall be relieved after acceptance of resignation. But, if any bond has been executed under pre-service training, she shall pay the amount of such bond;
- xviii) that she will have to submit an undertaking to the effect that if her certificates related to educational qualification or professional qualification, as the case may be, are found fake or are not from recognized University/Institution, then her engagement can be terminated by the University at any time by giving a notice;
- xix) that the University will not be obliged to provide any transport facility from her residence to the place of training; AND
- xx) that at the time of joining, she will have to submit the copies of all her testimonials viz. educational qualification certificates, research publications, experience certificates etc. duly attested by a Gazetted Officer.

If the above terms and conditions are acceptable, **Dr. (Ms.) Aashima Sharma** is directed to report for on job training to **the Dean, College of Horticulture & Forestry, Neri (Hamirpur), District Hamirpur (HP)** alongwith documents specified above within 15 days from the issue of this order, failing which the offer of engagement shall stand automatically cancelled and no request for extension will be allowed.


(Siddhartha Acharya, HPAS)
Registrar

Endst.No.UHF.Regr.Rectt.2-04/2026/- 21708-743

Dated: 07.09.2026

Copy of the above is forwarded **through e-mail** to the following for information and necessary action:-

1. All the Statutory Officers in Dr. YSP UHF, Nauni (Solan).
2. The Dean, College of Horticulture & Forestry, Neri (Hamirpur). The salary of Dr. (Ms.) Aashima Sharma will be drawn against the vacant post of Scientist under Scheme HCR-197-63.
3. All the Professor & Heads/Heads of the Department/Heads of Offices/Associate Director/Incharge(s), Outstations/KVK's.

4. The Professor Incharge, Computing & Informatics Centre, Dr. YSP UHF, Nauni (Solan) with the request to get it uploaded on University Website, please.
5. The Medical Officer-cum-Incharge, University Health Centre, Dr. YSP UHF, Nauni (Solan).
6. The Joint Controller (Audit)/Incharge (Pay Cell), Dr. YSP UHF, Nauni (Solan).
7. The Secretary to Vice Chancellor, Dr. YSP UHF, Nauni (Solan).
8. The Individual Concerned **(through e-mail)**.
9. The Assistant Registrar (E&R), O/o Registrar, Dr. YSP UHF, Nauni (Solan) alongwith the application form of the above incumbent.
10. File No. UHF.Regr.Rectt.2-103/ Guard File.


Registrar