

From

The Comptroller,  
Lala Lajpat Rai University of Veterinary and Animal Sciences  
Hisar

To

All Deans/Directors/Heads of Departments/Offices (Including outstations)  
Lala Lajpat Rai University of Veterinary and Animal Sciences  
Hisar

Memo No. CVU/LUVAS/IF/2025/6378-6428

Dated: 29/3/25

**Sub: Nomination of Comptroller's representative in various Purchase/ Inspection/Auction Committees.**

As per orders of the Worthy Vice-Chancellor, LUVAS, Hisar, the duty of representative of Comptroller relating to various Purchases/Inspection/Declaring the store items as Unserviceable and Auction Committees etc. for the year 2025-26 is assigned to the following officials with immediate effect:

**A. For items costing below Rs. 3.0 lakhs:**

Sr. No.	Name of Office/Department	Name of Assistants who will work as representative of Comptroller	Name of Office/ Department where working
1.	Vice-Chancellor	Sh. Ashok Sharma	DEE
2.	➤ Registrar ➤ COE	Sh. Vivek Khudia	Dean PGS
3.	Comptroller	Sh. Devender Kumar	Dean COVS
4.	SPO	Sh. Baljeet Singh	Vety. Microbiology
5.	Dean PGS	Sh. Nirmal Singh	Comptroller
6.	Dean CODST	Sh. Ajay Mehta	VPTX
7.	Director HRM	Sh. Vivek Chopra	Dean COVS
8.	Director of Research	Sh. Mohan Kumar	Vety. Microbiology
9.	DEE	Sh. Tarun Kumar	AGB

10.	DSW cum EO	Sh. Parveen Kumar	Animal Nutrition
11.	Director IPVS	Sh. Ravi Narwara	Registrar
12.	➤ Dean COVS ➤ CCL	Sh. Ravinder Kumar	DR
13.	Vety. Anatomy	Sh. Pardeep	VGO
14.	Vety. Phy. & Bio.	Sh. Bhagwan Singh	DSW
15.	Vety. Parasitology	Sh. Sandeep Kumar	Dean PGS
16.	Vety. Microbiology	Mrs. Suman Verma	Dean CODST
17.	Vety. Gynae. & Obst.	Sh. Vikash	Dean COVS
18.	➤ VSR ➤ Library	Sh. Sanjay Kumar	DR
19.	Vety. Medicine	Sh. Mukesh Kumar Saini	Comptroller
20.	VCC	Sh. Vivek Baniwal	VPB
21.	Vety. Pathology	Sh. Sunil Kaushik	Registrar
22.	Vety. Pharmacology	Sh. Sunny Anand	DSW
23.	VAHEE	Sh. Karambir Singh	CODST
24.	VPHE & Outstations	Sh. Pradeep Singh Mehra	Director IPVS
25.	ABT	Sh. Niraj Kumar Sharma	COE
26.	AGB	Sh. Davender	LPT
27.	LPM	Mrs. Neeru Bala	ABT
28.	LPT	Sh. Pardeep Kumar	VSR
29.	Animal Nutrition	Sh. Mukesh Kumar Indora	LFC
30.	LFC	Sh. Nasib	DR
31.	DFSAH	Sh. Anup	Vety. Pathology
32.	FPU	Sh. Parvesh Kumar	DSW-cum-E.O.



**B. For items costing Rs. 3.0 lakh & more:**

<b>Sr. No.</b>	<b>Name of Department/Office</b>	<b>Name of Officials who will work as representative of Comptroller</b>	<b>Name of Department where working</b>
1.	➤ Vice-Chancellor ➤ Registrar	Sh. Sanjay Kumar, Asstt. Registrar	Dean COVS
2.	➤ Comptroller ➤ SPO	Mrs. Jyoti Gahlawat, Dy. Supdt.	Director HRM
3.	Director of Research	Sh. Kaptan Singh, Supdt.	Director IPVS
4.	COVS (Teaching schemes)	Sh. Sukhbir, Dy. Supdt.	Registrar
5.	COVS (All schemes excluding teaching scheme)	Sh. Ram Manohar, A&AO	DSW
6.	➤ Dean CODST ➤ COE	Sh. Kulvinder Singh, Dy. Supdt.	Director HRM
7.	Dean, PGS	Sh. Bijender Singh, Supdt.	Comptroller
8.	DSW cum EO	Sh. Sunil Kumar, Dy. Supdt.	Director IPVS
9.	➤ Director HRM ➤ DEE	Mrs. Ompati, Dy. Supdt.	Dean PGS
10.	Director IPVS	Sh. Surender Singh, Dy. Supdt.	DEE
11.	University Library	Sh. Parmod Kumar, A&AO	SPO

Controlling Officer's (HPVKs/PVKs) may assign the duty of Rep. of Comptroller for various HPVKs/PVKs etc. out of the Supervisory Staff/Assistants working in their Offices in the above mentioned committees as and when required.

**Further, instances have come to notice that some Offices/Departments send letter a day before or on the same day for auction, purchase, inspection etc. Sometimes the nominee/member for whom the letter has been addressed is on CL, EL etc., same day**

replacement becomes very difficult for this office. The letter is required to be sent after taking the consent from the concerned employee regarding his/her availability on the scheduled date/time. Further, it is also the responsibility of the employee (Comptroller's Rep.) who is going on leave to intimate the concerned office (for which he/she has been nominated as Comptroller's Rep.) about his/her availability on scheduled date/time if he/she has already received the letter for purchases/inspection/auction etc.

The letter for substituting the name of Comptroller's Rep will only be considered by this office with proper justification where the timely action has been taken by the concerned Office and there is no lapse on the part of representative of the Comptroller.

Letter regarding deputing Comptroller's Rep. for the above mentioned committees may be addressed to the concerned officials and no letter may be sent to this office in this regard.

All the departments are requested to comply with above instructions strictly. In addition, it is clarified that the above instructions may be considered over and above with regard to all earlier instructions of Comptroller's Rep. including Store Purchase Procedure, 2015.

It may be got noted from the concerned employees under proper acknowledgement.

*Surendra*  
COMPTROLLER  
29/3/25

Copy to:

1. Secretary to Vice-Chancellor, LUVAS, Hisar
2. Dr. Dinesh Mittal, Incharge, University Website, LUVAS, Hisar for uploading the above instructions on the University website
3. Dr. Neelesh Siddhu, Assistant Professor, Social Media Champion, LUVAS, Hisar
4. P.S. to Comptroller, LUVAS, Hisar