



Sher-e-Kashmir
University of Agricultural Sciences & Technology of Kashmir
Main Campus Shalimar Srinagar - 190025

Memo

In the interest of administration, the following officials shall function as Store In-charges for their respective offices/sections, in addition to their own duties, with immediate effect and till further orders:

S. No.	Name of the Official	Designation	Office
1.	Mr. Asif Ramzan	Assistant Manager (Guest House)	SKUAST-K, Guest House(s)
2.	Mr. Sarfaraz Ahmad Bhat	Head Assistant	Registrar's Office, SKUAST-K
3.	Mr. Manzoor Ahmad Khan	Head Assistant	Comptroller's Office, SKUAST-K
4.	Mr. Mohd. Yaqoob Bhat	Head Assistant	Vice-Chancellor's Secretariat, SKUAST-K
5.	Mr. Feroz Ahmad Ganie	Senior Assistant	Directorate of Planning & Monitoring, SKUAST-K

The officials named above shall maintain fresh separate Stock Register(s) for their respective store(s), ensure timely procurement as per the rules, and take full responsibility for all store-related work, including receiving, issuing, maintaining, and record-keeping.

By order.

Sd/-
(Prof. Azmat Alam Khan)
Registrar

No: Au/Adm/Hel/B-57/98/5153-66

Dated: 10.06.2026

Copy to the:

- Director, Planning & Monitoring, SKUAST-K, Shalimar.
- Professor Incharge ARIS for placing the Memo on University website.
- Deputy Registrar(Acad.), Registrar's Office, SKUAST-K, Shalimar.
- Deputy Registrar(Est.), Registrar's Office, SKUAST-K, Shalimar.
- Secretary to Vice Chancellor, for kind information of Hon'ble Vice-Chancellor, SKUAST-K, Shalimar.
- Incharge Guest House(s), SKUAST-K, Shalimar.
- Mr. Asif Ramzan, Assistant Manager(Guest House), SKUAST-K, Shalimar.
- Mr. Sarfaraz Ahmad Bhat, Head Assistant, Registrar's Office, SKUAST-K, Shalimar for immediate compliance.
- Mr. Manzoor Ahmad Khan, Head Assistant, Comptroller's Office, SKUAST-K, Shalimar for immediate compliance.
- Mr. Mohd. Yaqoob Bhat, Head Assistant, Vice-Chancellor's Secretariat, SKUAST-K, Shalimar for immediate compliance.
- PA to Registrar for information of Worthy Registrar, SKUAST-K, Shalimar.
- PA to Comptroller for information of Worthy Comptroller, SKUAST-K, Shalimar.
- Mr. Feroz Ahmad Ganie, Senior Assistant, Directorate of Planning & Monitoring, SKUAST-K, Shalimar.
- University Memo file (w.3.s.c.).

(Javid Ahmad Bhat)
Assistant Registrar(Est.)