



SANT BABA BHAG SINGH UNIVERSITY

Village – Khiala, P. O. – Padhiana, Distt. – Jalandhar -144030, Punjab

Ref. No.: SBBSU/26/1470

Date: 2.9.2026

CIRCULAR

ICAR PRT Visit of Faculty of Agriculture of this University is scheduled w.e.f 08.09.2026 to 11.09.2026. All Lab In-charges of Faculty of Agriculture, Centre computing facilities, Librarian Centre Library, Farm In-charges of FoA, Officials / Officers of Registrar office dealing with the Appointment, Posting and Salary, Officials of Accounts Section dealing with the accounts and salary related matters are hereby directed to maintain their labs/ farms and keep ready the data related to the Faculty of Agriculture.

In addition to above instructions are also issued to the following:-

- I. Examination Cell officers / officials are also directed to keep ready data related to the B.Sc Agriculture students, presently on rolls as well as of the pass out students.
- II. Mr. Balwinder Singh / Mr. Tarsem Singh (Supervisor's) of Estate Office are hereby directed for the maintenance and the proper cleaning of the University.
- III. Seminar Hall / Conference Room of the University must be in a presentable form. Mr. Rajwinder Singh Dhami, SNA will ensure the same.
- IV. Central Store officials, Mr. Gian Singh and Mr. Bhupinder Singh will also ensure that the stock register(s) are upto date and are in the presentable form.
- V. Mr. Kuljit Singh, Sound Operator will also take care of the cleaning / other arrangement in the Sant Baba Hardy Singh (Musafir Ji) Memorial Auditorium.
- VI. Dy. Dean Student Welfare (Boys) and Dy. Dean Student Welfare (Girls) will also be available in the University during the visit of PRT Team.

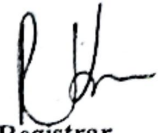
Dr. Vikrant Jaryan, Dean FoA is the Nodal Officer for the PRT Visit. All faculty, all faculty members, supporting staff of FoA will extend their full cooperation to Dr. Vikrant Jaryan. In addition to this, he can assign other duties to the officials of this University connecting with the PRT team.

In case, if faculty members / supporting staff of FoA are required to attend the University on weekend (5-6 September, 2026) in preparation of the PRT visit, Dr. Vikrant Jaryan may depute them as per the requirement.

P.T.O

Faculty members and Supporting staff of this University will not take any leave during 08.09.2026 to 11.09.2026. However, in special cases leave will be granted with due recommendations of Registrar / Dean Academic and with the approval of Hon'ble Vice-Chancellor.

This issues with the approval of competent authority.


Registrar


To:

1. Dean Academics
2. Controller of Examination
3. All Directors /Dy. Directors
4. All Deans and HoDs – (For circulation amongst their concerned faculty and staff)
5. C.F.A.O, Admission Cell, T&P Cell, Manager Facilities, Security Officer, Librarian, Estate Officer, In-charge Chief Warden (Boys / Girls Hostel), Dispensary, Store In-charge, Workshop, Supdt., Chief Warden (Boys /Girls Hostel)
6. Website In-charge – To upload at University website
7. Dy. Dean Student Welfare (Boys) and Dy. Dean Student Welfare (Girls)
8. Mr. Rajwinder Singh Dhami
9. Mr. Balwinder Singh / Mr. Tarsem Singh
10. Mr. Gian Singh and Mr. Bhupinder Singh
11. Mr. Kuljit Singh

Cc: (For kind information, please):

1. Hon'ble Chancellor Office
2. Hon'ble Secretary, SBBSMCS – With a request to ask Mr. Parmjit Singh Parmar to present During PRT visit w.e.f 08.09.2026 to 09.09.2026, as per Requirement. Revenue record of Block No. 5 as well as of the farms allocated to FoA will also be required and the concerned may also be asked to present during the PRT Visit period.
3. Hon'ble Vice-Chancellor Office