



**CAREER POINT UNIVERSITY**  
**HAMIRPUR**  
(NAAC accredited University)

**Office Order**

No. CPUH/Estt/R&D/2023- 21442-70

Dated: 23.09.2023

In order to enhance the research work, the Competent Authority has ordered the following additional duties to the faculty members as mentioned against their names. Further, Mr Munish Kumar, Teaching Associate, Physics is hereby relieved from his additional duty of Exam Coordinator.

Name and Designation	Duties at Directorate of R&D	Remarks, if any
Mr. Munish Kumar (Teaching Associate, Physics) Coordinator R&D	<ul style="list-style-type: none"><li>➤ To coordinate and ensure proper implementation of all research activities at UG &amp; Master levels like project/ dissertations/ thesis, publication, patent, etc.</li><li>➤ Preparation of all records (Soft/ Hard copies) related to publications/ projects/ patents, MoU, etc. of the University.</li><li>➤ Preparation and finalization of publication material like brochure/ leaflet/ flex/ booklet, etc. of R&amp;D.</li></ul>	
Dr. Manu Vineet Sharma (Assistant Professor, Botany) Assistant Director R&D	<ul style="list-style-type: none"><li>➤ To ensure smooth working and functioning of IPR Cell like meetings/ workshops/ seminar/ patents/ projects, etc.</li><li>➤ Time bound checking/ uploading of synopsis and thesis on Shodhgangotri and Shodhganga, respectively.</li><li>➤ To check the advertisement related to R&amp;D projects announced by various funding agencies like DST, ICMR, ICSSR, HIMCOSTE, DEST, other Govt. as well as Non-Govt. agencies from time to time and circulate to all concerned and ensure submission of proposals.</li></ul>	Other works related to R&D may also be assigned from time to time.
Dr. Shilpa Sood (Associate Professor, Mathematics) Associate Director R&D	<ul style="list-style-type: none"><li>➤ Ensuring proper implementation of research activities at Ph.D. level like check on progress of students, thesis, publication, patent, MoU, etc.</li><li>➤ To organize meetings with departments from time to time on different issues.</li><li>➤ To prepare road map/ targets/ action plan and progress documents or presentations.</li><li>➤ To set targets and implement action plan for improving overall performance of R&amp;D in NAAC criteria.</li></ul>	
Dr. Kuldeep Kumar (Associate Professor, Chemistry) Director R&D	Overall direction and working/ functioning of Directorate of R&D with the assistance of all subordinates.	

**By Order**  
**Vice Chancellor**

Endst No. Even

Dated: 23.09.2023

Copy of above is forwarded to following for information and necessary action:

1. Dean Academic Affairs CPUH
2. All Deans/Associate Deans CPUH
3. All HOD's CPUH
4. Concerned Officials mentioned above CPUH
5. PS to VC CPUH

Assistant Registrar