



No. MANUU/ Admn & Gov/F.110/2017-18/59

26th May, 2017

CIRCULAR

Sub: MANUU - Administration & Governance -Office Timing during the Holy month of Ramzan - Reg.

Ref: Approval of Incharge Vice- Chancellor dated: 26.05.2017

The office timings during the month of Holy Ramzan 2017 would be from 08:30 am to 04:30 pm. The above office timings are only for the month of Holy Ramzan.

The Heads of the Departments /Sections shall ensure that their staff shall adhere to the regular office timings as mentioned above and maintain punctuality.

Registrar i/c

To

All Deans of Schools of Studies
All Heads of Departments (Teaching)
All Section Heads / Incharge (Non-Teaching)
All Heads / Incharge of Regional Centres, Sub-Centres,
CTEs/Polytechnics/ITIs, Model Schools, etc.

To please note the same and bring to the notice of their staff

Copy to:

1. Office of the Vice-Chancellor/PVC/Registrar/Finance Officer
2. Director, CIT for uploading on University Website