

NOTICE

Ref No: SUB/REG-HO 2403/04

Date: March 04, 2024

Subject: Office Hours during Holy Ramadan.

This is to notify that office timing during Ramadan will be from 9:00am to 3:30pm. The duty hours for individuals in different departments/sections should be so designed that no one has to work more than six hours. To cover the period of evening classes up to 6:00pm **staggered timing should be fixed for different individuals/groups** by the respective HODs. Library section will remain open up to 6:00pm.

List of employees attending office after 3.30pm will be submitted to HRD for necessary action.



Muhammad Abdul Matin
Registrar