



ADMINISTRATION SECTION / प्रशासन अनुभाग

सं./No. MANUU/Admn /F.110/2025/ 307

दिनांक / Date: 26<sup>th</sup> February 2025

CIRCULAR / परिपत्र

Sub/विषय : MANUU – Administration - Office Timing during the Holy month of Ramzan – Circular- Reg.

Ref/संदर्भ : Approval of Vice- Chancellor dated : 26.02.25.

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The office timings during the month of Holy Ramzan 2025 would be from **8.30 am to 4.30 pm**. (Monday to Friday) The above office timings are only for the month of Holy Ramzan.

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

Registrar 26/02/2025  
कुलसचिव

To

All Dean of School of Studies  
All Directors of the Centers and Directorate  
All Head of the Departments (Teaching)  
All Section Heads / Incharge (Non-Teaching)  
All Heads / Incharges of Regional Centers, Sub-Centers,  
CTEs/Polytechnics/ ITI's Model Schools, Satellite Campuses etc.

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

प्रतिलिपि/ Copy to:

1. Office of Vice-Chancellor/ Registrar/FO/OSD-1/OSD-II
2. Finance Officer/COE/Director, CDOE
3. Director, CIT for uploading on University Website
4. Concerned file