



C.V. RAMAN GROUP OF INSTITUTIONS, BHUBANESWAR

CIRCULAR

No. 06 / 17

Date: 28.02.2017

Owing to notification of Govt. of Odisha, it has been decided to change the working hours in the college during the period from **06.03.2017 to 01.04.2017**. Accordingly, the time table and exam schedule have been changed, which has been circulated vide notice no: CVRCE/Dean-AP/10/08/17 dated 27.02.2017.

The faculty members, support staff and non-teaching staff of all departments/ sections as well as administrative departments of CVRCE, CVRCA, RIHC, CVRP shall attend their duties in the college as per following schedule.

1 st shift from	06.50 A.M to 03.00 P.M
2 nd shift from	09.50 A.M to 06.00 P.M

All official/ administrative staff shall attend their duties from **09.50 A.M to 06.00 P.M**


REGISTRAR / 28/2/17


PRINCIPAL 28/02/2017

Copy forwarded for information to:

- Chairman's Office, Director Finance for kind information.
- Director, CVRCE & CVRCA, Principal, CVRP
- Principal, CVRCE, Principal In-charge, CVRCA, RIHC,
- All Deans & HODs of CVRCE, IIPC, General Manager Accounts.
- Dy. Personal Officer, PRO, Mr. M.K. Nayak, Asst. Prof. Mechanical
- Chief Warden, Dispensary, System Manager, T&P cell, Central Library.
- Purchase cell, Legal Cell, Transport section, Civil (construction), Horticulture cell,
- Ladies Canteen, Central store, Maintenance cell (Electrical, Civil, Computer),
- PRO, IQAC, Security In-charge