



राजीवगांधी विश्वविद्यालय रोनो हिल्स, दोइमुख
RAJIV GANDHI UNIVERSITY RONO HILLS, DOIMUKH

No.ADM- 19/Holiday/2000 (pt.)

Dated 21 March, 2024

CIRCULAR

In view of the ending of the financial year 2023-24, in order to timely settlement of various bills, an administrative approval is hereby accorded to declare the working days on 23rd, 24th March (Saturday and Sunday) and 30th and 31st March, 2024 (Saturday and Sunday) for the following offices/branches:

1. Vice Chancellor's Secretariat
2. Office of the Registrar
3. Office of the Finance Officer
4. Office of the Controller of Examinations
5. Development Branch
6. Store Branch
7. Academic Branch
8. Administration Branch
9. Project Cell
10. Finance Branch
11. Library
12. V-Sat /Computer Center

The compensatory leave shall be provided to the employees for performing their duties on the aforesaid mentioned days. Attendance sheet of the concerned offices/branches except VC Office shall be submitted to the Office of the Registrar on those days on daily basis (morning and evening).

This is issued with the approval of the Vice Chancellor.

Sd/-

Registrar/कुलसचिव

No. ADM- ADM- 19/Holiday/2000 (pt.)/691

Dated ... 22nd March, 2024

Copy to:-

1. PS to Vice Chancellor for information.
2. PS to Registrar / Finance Office / CoE for information.
3. All the Joint Registrars/ Assistaqnt Librarian/Executive Engineer for information.
4. ✓ Jt. Director (CC) for information with a request to upload the Circular on the University website for wide circulation.
5. All concernd Section Officers for information and compliance.
6. The Estate Officer for information.
7. Office copy.

Deputy Registrar(Adm.)

21/3/2024