

KIET GROUP OF INSTITUTION

KIET /DA/INTRA-DEPT/46

DATE: 07/12/2018

TRANSPORT ARRANGEMENT & INSTITUTE WORKING DURING ODD SEMESTER UNIVERSITY EXAMINATION (11 DEC'18 – 29 DEC'18)

In view of AKTU End Semester University Examination (11th December'18 – 29th December'18), the following arrangements are done keeping in view the timely reporting of invigilators/Exam committee members for carrying out exam work smoothly.

Bus Arrival Time:

- 08:30 a.m on all working days

Bus Departure Time:

- Buses will depart at **4:30 p.m.**
- 1 Bus for **Govindpuram**, 1 Bus for **Indrapuram** and 1 Bus for **Meerut** will depart at **5:30 p.m** on all working days.

16th , 23rd & 30th December 2018 (Sunday) will be observed as normal weekends for all except faculty & staff involved in examination duty during these days.

Faculty & Staff, who are not on invigilation/Examination related duty in the afternoon shift of any particular day, is permitted to Sign in/Sign out as per the Office Note issued from the Office of Director on 6th Dec'18.

Admin officer is requested to arrange the arrival and departure of Institute buses accordingly.


Dr. Anil K. Ahlawat
Dean (Academics)

Copy to

Director

Director (Admin)

Dean (SW)

Principal (KSOP), HOD (CSE, ECE, IT, EN, ME, Civil, EI, AS, MCA, MBA, HS)

GM-TBI, Head-CRPC, Manager IT Operations, Manager- Industrial Affairs, Manager-HR

Registrar, Admin Officer, Accts Officer, Librarian, Purchase Officer, Central Lab, KIETians

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