



# INDRASHIL INSTITUTE OF SCIENCE & TECHNOLOGY

Rajpur, Kadi, Mehsana.

Ref. No. IIST/Admin/08/02/2016-17

Date : 01.08.2016

## CIRCULAR

1. It has been decided to amend the college timing as follows with effect from 8<sup>th</sup> Aug, 2016.
  - a. First period starts @ 09:30 am
  - b. Lunch – 30 min duration from 12:50 to 13:20 pm
  - c. Zero period 3:50 to 4:30 pm.
  - d. All HODs are requested to amend the time table accordingly.
2. Reporting timings for staff & faculties will be 9:15 am.
3. It has also been decided to observe five days week with immediate effect, However all important & necessary duties shall be performed as and when required.

Col. P. M. Sharma  
Dean Admin

Copy to :  
Director General – For information please.