

Ref. No. : MIET/ADM/OCD/2024-25/010

Date : 02nd June, 2024**CIRCULAR**

Dear All,

Following points for your information and action:

1. Due to extreme heat waves, it have been decided that Institute Timings for students for conduction of classes will be 09:00 am to 03:10 pm in the afternoon from June 03, 2024 onwards till further notice.
2. Buses will be starting from Institute for students at 03:15 pm in the afternoon.
3. Due to NAAC visit scheduled on 28th & 29th June, 2024 the Institute timings for faculties and staff will be 09:00 am to 05:00 pm as earlier.
4. For the faculties and staff availing Institute Bus Service, the buses will be ply as usual timings in the evening.
5. Department need to manage the time table for the above said duration as per the requirement of the Course Coverage of the syllabus.



(Prof (Dr.) Sanjay Kr. Singh)
Campus Director

Copy for information and necessary compliance:

1. Hon'ble Chairman/Vice Chairman
2. Campus Director Office
3. Director Campus Placement
4. Dean-CSE,IT & Allied Branches, Dean -Academics, Dean-Student's Welfare, Dean-First Year
5. All the HoDs/ Section Head - please inform to all concerned
6. IQAC, Chief Proctor, Chief Warden, Hostel Wardens and All the faculty members
7. Registrar, Transport, Account, Library and All other Staff members