OFFICE OF THE REGISTRAR
(GENERAL SECTION)
A.M.U. ALIGARH

D.No. 10 /Gen

Dated: 15.04.2020

NOTICE

The Vice Chancellor has ordered as under:

1. Office Timing of all the Academic and Non-Academic Departments of the University including Central Offices and OFF campuses of AMU during the month of Ramadhan will be observed as under with effect from the day of its commencement:

   All working days except Fridays - From 8.00 a.m to 2.30 p.m
   (Without break)
   Fridays - From 8.00 a.m to 12.00 noon

2. No refreshment will be served during meetings / functions to be held/organized at any place in the University during the ‘Roza’ in order to maintain the sanctity of the holy month of Ramadhan.

3. The University siren will be sounded at the time of “Iltaaar” and 20 minutes before the closing time of “Sahar” every day

NOTE: The Deans of the Faculties are requested to send the above Notice to all the Chairman of the Departments of their Faculties.

(SM Rizwanur Rahman)
Joint Registrar
[General Section]

Distribution:

1. Deans of the Faculties/DSW/Proctor
2. All Chairman of the Departments of Studies/Head of the Office
3. All Principals of Colleges/Polytechnics/Schools
4. M.T.C./Electricity Department with a request to kindly arrange the sounding of the siren at the time as mentioned above
5. All Directors of the Institutes/Centres
6. All Provosts of Hall of Residence/AMUIC/Alama Idrali Rowing House
7. Coordinator, AMU Campus
8. N.C.O., Soma/Theology/Library, M.A. Library
9. All Joint Registrars/Joint Finance Officers/Chief Controllers
10. All Deputy Registrars/Deputy Finance Officers/Deputy Controllers
11. All Assistant Registrars/All Assistant Finance Officers/All Assistant Controllers
12. Assistant Registrar, V.C./V.C’s Secretariat
13. P.S. to Registrar/Finance Officer/Controller
14. Guard File (General Section)