

**OFFICE OF THE DIRECTOR**  
**Dr. AKHILESH DAS GUPTA INSTITUTE OF TECHNOLOGY & MANAGEMENT**  
(Formerly Northern India Engineering College)

New Delhi

DIR/Gen-Admin/2022-23

April 11, 2023

**NOTICE**

**Sub: Timings on 12<sup>th</sup> April, 2023 (Wednesday)**

All B.Tech (2<sup>nd</sup> Shift) Faculty & Lab Staff members (including Admin. Departments) are hereby informed that the College timings will be observed on "**Akhil Jyot-2023**" programme.

All Faculty & Lab Staff Members	Date	Timings
B.Tech. II Shift and Admin Staff	12 <sup>th</sup> April, 2023	09.00 am onwards

**There will be no change in the timings of the B.Tech (1<sup>st</sup> Shift), MBA, BBA, BALLB, BBALLB, Both Shift (Lab & Library Staff) and Lab Staff (08.00 to 04.30 pm and 09.00 to 05.30 pm) on above date.**

All faculty and staff members will assemble in Auditorium, Block-II, Ground Floor at 09.20 am sharp. Nobody is allowed to leave the campus till all the activities are over.



**Prof. (Dr.) Sanjay Kumar**  
Director



**S. N. Garg**  
Chief Executive Officer

**Copy for information to:**

1. Director (Coordination), ADGITM, New Delhi.
2. Sr. Dy. Director (Construction), ADGITM, New Delhi.
3. Asstt. Director (HR) & Staff Officer to Hon'ble Chairperson, ADGITM, New Delhi.
4. Principal (CLE), ADGITM, New Delhi.
5. Director, IQAC & Dean, Students' Welfare Committee, ADGITM, New Delhi.
6. Incharge, B.Tech 1st year, ADGITM, New Delhi.
7. Chief Accountant (Accounts) ADGITM, New Delhi.
8. Head, Examination Cell, ADGITM, New Delhi.
9. Dr. Saurabh Gupta, Incharge (Website Cell), ADGITM, New Delhi.
10. All HODs/DIs, ADGITM, New Delhi.
11. Executive Coordinator (HR), ADGITM, New Delhi.
12. Librarian, Central Library, ADGITM, New Delhi.
13. Asstt. Registrar (Admission Cell), ADGITM, New Delhi.
14. Asstt. Registrar (Examination Cell), ADGITM, New Delhi.
15. Training & Placement Cell, ADGITM, New Delhi.
16. Executive Asst. (Bio-Metric Attendance Cell), ADGITM, New Delhi.
17. J.E. (Civil), ADGITM, New Delhi.
18. J.E. (Electrical) ADGITM, New Delhi.