

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

DIR/Gen-Admin/2023-24


November 2, 2023

NOTICE (Revised)

The following timings will be observed by B.Tech (2nd Shift) Faculty & Lab Staff members from **3rd to 9th November, 2023** due to Mid Term Exams.

Faculty & Lab Staff Members	Date	Timings	Half Day Timing (Arrival & Departure)
B.Tech. & BBA (2 nd Shift)	3 rd to 9 th November, 2023	09.00 am to 04.30 pm	01.00 pm

There will be no change in the timings of the B.Tech (1st Shift), MBA, BBA (1st Shift), 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 dates.


Prof. (Dr.) Sanjay Kumar
Director

Copy for information to:

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