

# NOTICE

Ref No: PCIU/REG 25 02/25 01 (98)


Date: February 25, 2025

To: **All Concerned**

Subject: **Office Hour during Holy Ramadan**

This is to notify that office timing during Ramadan will be from 9:00 am to 5:00 pm. However, the duty hours for individuals in different departments/divisions/sections should be so designed that **no one has to work more than six and a half hours.**

All Section Heads are requested to take necessary action in this regard.

  
25.02.2025

Deputy Registrar  
Port City International University

