



Dated: 22nd June, 2013

NOTIFICATION

I am directed to notify for information of all the concerned that the Vice-Chancellor has been pleased to approve the recommendations of the Committee constituted under the Chairmanship of the Director, IMS, for implementing the new system of Five-Work Day per Week from the Academic Session 2013-14 in terms of the the Executive Council Resolution No.114 dated February 28, 2013, and accordingly, the following will be effective from academic session 2013-14 (except IMS) :

1- Holidays

(i) For Teachers and Non-teaching staff

The number of Holidays (17) prescribed by the Government of India for the calendar year 2014 be strictly followed by the University for teachers and non-teaching staff.

(ii) For Students:

Students may be given extra holidays during Holi (02 days), Dusshetra (02 days) and Deepawali (03 days) to enable outstation students go to their homes for the three major festivals. These vacations shall be treated as **mid-semester breaks** as provided by other Universities. During mid-semester breaks for students, the University will remain open, however, the teaching would be suspended.

(iii) Casual Leave

On adoption of 5- Work Day system, eight (08) casual leaves in a calendar year be prescribed for teaching and non-teaching staff, as per rules of the Government of India.

Note: On adoption of 5-day week system, the University should strictly observe the list of holidays prescribed by the Government of India and accordingly, the existing list of holidays be curtailed.

2- Office Timings

(i) Non-Teaching (Technical/Ministerial)

On the basis of the Government of India, the University offices may function from 9:30 am to 06:00 pm (with half an hour for lunch between 1:30-2:00 pm) requiring 8.5 working hours per day. These timings would be applicable to non-teaching staff. However, the Faculties/ Departments may prepare rosters in case their teaching requirements essentially require the presence of office/ technical staff before and beyond the said office hours.

3- Vacations


As per the UGC Regulations of 2010 which prescribe 8-week summer vacation for teachers in such Universities which observe 6-day week pattern. Under 5-day week system, the length of vacations in an academic session is reduced to 6 weeks. In view to enable the Universities to gainfully use the post examination period after odd semester for winter vacations thereby reducing the summer vacation period, the extra working/ teaching days in the even semester is available consequently. Accordingly, the University while moving to 5-day week system should stagger the 6-week vacation in two spells that is winter and summer vacations.

P.T.O.

*Circulate
among the
members*
8/3/13
25/6/13

The other modalities including IMS with regard to adoption of Five-Work Day per we system will be notified separately soon.

This is for information and necessary compliance by all concerned.

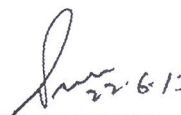

(DR. SHYAM NARAIN)
DY.REGISTRAR (Gen.Adn

No.R/GAD/Comm(64-A)/ 2230 / 2233

, of date: 22.06.2013

COPY forwarded to the following for information and necessary action:

1. The Directors of Institutes /Deans of Faculties /Heads of Departments/ Offices/ Units,
2. The Principal, M.M.V.,
3. The Principal of Colleges/Schools,
4. The Coordinators of Schools/Centres,
5. The Cooridnator/Admin.Warden/Wardens of Hostels,
6. The Officer -On-Special Duty, R.G.S.C., Barkachha,
- ✓ 7. The Coordinator, Computer Centre, with the request to upload on the web site of the University,
8. The Chairman, Press, Publication & Publicity Cell,
9. The Dean of Students,
10. The Chief Proctor,
11. The Dy. Registrar & Secretary to the Vice-Chancellor,
12. All the Dy.Registrars/ Asstt.Registrars
13. The P.S. to Re gistrar,
14. All the Section Officers,
Banaras Hindu University.


(DR. SHYAM NARAIN)
DY.REGISTRAR (Gen.Admin.