



CIRCULAR

Ref.No.:DSU/ADM/HR/2026/008

08th January, 2026

Dear All,

We are happy to inform you that those staff members presently working in the **9:15 a.m. to 5:00 p.m. shift** will follow revised working hours on the **2nd and 4th Saturday** of every month.

- On the **2nd and 4th Saturday**, the working hours will be **8:00 a.m. to 1:30 p.m.**
- On all remaining days, the existing working hours will remain **unchanged**.

Note: All the above-mentioned staff members are hereby instructed to change their shift timings in ERP accordingly on the 2nd and 4th Saturdays.

This arrangement will be effective from 10-01-2026 to till further order.

Jolatesh

Registrar
Dr. Subhash University
Junagadh

