



KHANDESH COLLEGE EDUCATION SOCIETY'S

Est.:2001

COLLEGE OF ENGINEERING AND MANAGEMENT, JALGAON

Approved by A.I.C.T.E. New Delhi; Recognised by Government of Maharashtra and D.T.E.M.S. Mumbai;
Affiliated to K.B.C.N.M.U.; Jalgaon (PG in Management); D.B.A.T.U.; Lonere (UG/PG in Engineering) and
M.S.B.T.E. Mumbai; (Diploma in Engineering)
NAAC ACCREDITED, UGC 2(F)

Behind D.I.C. Off., N.H.6, Jalgaon-425001 (Maharashtra State), Tel.-0257-(Off.) 2242025 / 2242026 / 2242052 Fax-0257-2242027
Visit Us : www.coem.ac.in, E-mail - kcecoem@gmail.com

REF : COEM/JAL/24-25 / HR / 1013

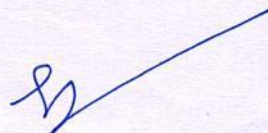
Date : 05/12/2024

Circular

This is to inform all staff members that the working hours have been rescheduled as follows, effective **from Monday, 9th December 2024**:

Category	Timing
Peon Staff	08:45 AM to 05:30 PM
Non-Teaching Staff	09:00 AM to 05:20 PM
Teaching Staff	09:15 AM to 05:00 PM

All staff members are requested to adhere strictly to the revised timings. Your cooperation in maintaining punctuality and discipline is highly appreciated.


Dr. Sanjay Sugandhi

Principal

PRINCIPAL
K.C.E. SOCIETY'S
COLLEGE OF ENGG &
MANAGEMENT, JALGAON

