



RAJIV GANDHI COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE and Affiliated to Pondicherry University)

(Accredited with 'A' Grade by NAAC)

(Sponsored by Sri Balaji Educational and Charitable Public Trust)

Pondy - Cuddalore Main Road, Kirumampakkam, Puducherry - 607 403.

Dr. Vijayakrishna Rapaka

B.Tech. (Mech.), M.Tech. (Energy), Ph.D. (Ocean Engineering, IIT Madras),
M.I.S.T.E., F.I.I.P.E., M.C.S.I., M.I.S.E.S., M.A.S.E.E.

PRINCIPAL

RG CET/CIR/2018-19/66

22.11.2018

CIRCULAR

- ❖ **24.11.2018** (Fourth Saturday) is herewith declared as holiday.
- ❖ Staff members (Teaching/Non-teaching) who have been allotted University Examination must attend the duty without fail. Necessary **comp.off** for working on Saturday (24.11.2018) may be availed from the office of the undersigned.
- ❖ This is to inform all the staff members and students that **1st & 3rd Saturday will be a holiday** instead of 2nd & 4th Saturday with effect from **03rd January 2019 onwards.**

PRINCIPAL

Dr. E.VIJAYAKRISHNA RAPA
B.Tech. (Mech.), M.Tech. (Energy), Ph.D. (IIT Madras),
M.I.S.T.E., F.I.I.P.E. M.C.S.I M.C.I.I.

PRINCIPAL

Rajiv Gandhi College of Engineering & Technology
Pondy - Cuddalore Main Road,
Kirumampakkam, Puducherry - 607 402.

Copy to:

1. The Administrator
2. The Vice Principal
3. The PRO
4. The Accounts Officer
5. All the HODs
6. The Exam Wing
7. The Librarian
8. The DPE
9. The Scholarship / Records Section
10. The Placement officer
11. The Website Incharge- to upload in the College Website
12. The Attendance In charge
13. The Supervisors
14. The Electrical Maintenance Incharge
15. The Receptionist
16. The Security Officer
17. The File