



MAHARISHI MARKANDESHWAR MEDICAL COLLEGE & HOSPITAL
MAHARISHI MARKANDESHWAR UNIVERSITY
KUMARHATTI, SOLAN-173229

No. MAMCH/19/ 3529

Dated: 1/06/2019

CIRCULAR
SUMMER VACATION - FACULTY

Summer vacation for Teaching Staff (Prof./Assoc. Prof./Assist. Prof.) will be observed as under:

First Half
15.06.2019 to 01.07.2019

Second Half
02.07.2019 to 18.07.2019

HODs are requested to prepare duty roster during vacation in respect of faculty members working in their departments and submit the same to this office by 08.06.2019. While preparing the roster, it may please be ensured that a senior faculty member remains on duty in each department. In multi-unit departments, there should be at least one Professor on duty in each half. **NO SPLITTING OF VACATION WILL BE ALLOWED.**

HODs must ensure that examinations, if any, falling during the vacation period get conducted smoothly without any hindrance.

Note:

1. Assoc. Prof./Assist. Prof. who will be completing six months of continuous service in this institute by 15.06.2019 are eligible for availing vacation.
2. Demonstrators/Senior Residents who will be completing six months of continuous service in this institute by 15.06.2019 are eligible for 7 days' vacation.

Kiranjeet Kaur
Dr. KIRANJEET KAUR
PRINCIPAL

Principal

Maharishi Markandeshwar

Medical College & Hospital

Kumarhatti (Solan) H.P.

Copy to:

1. Advisor, MMU
2. Registrar, MMU
3. Medical Superintendent, MMU, Solan
4. Deputy Registrar, MMU
5. All HODs