

Reference No. : CUCMS/HR/12-2 / (7)

CYBERJAYA UNIVERSITY
COLLEGE of MEDICAL SCIENCES

Nurturing the Passion to Care

CYBERJAYA UNIVERSITY COLLEGE OF MEDICAL SCIENCES (CUCMS)

SERVICE CIRCULAR NUMBER 7
2010

WORKING HOURS DURING FASTING MONTH (RAMADHAN – 1431)

Registrar Office August, 2010

Copied to:
Chairman, In-Fusion Education Sdn. Bhd.
Chairman, CUCMS's Board of Governor.
President, CUCMS.
All Deans,
All Directors,
All Heads of Department,
All Staff

CYBERJAYA UNIVERSITY COLLEGE OF MEDICAL SCIENCES

CUCMS/HR/12-2 / (7) , 2010

9 August, 2010

SERVICE CIRCULAR NO.7 / 2010

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Please be informed that in conjunction with the forth-coming fasting month (Ramadhan – 1431) that tentatively will falls on 11th August 2010 (subject to final announcement made by the Government) the Company will be observing the following working hours. This revised working hour will take effect until end of the fasting month.

Working Days	Working Hours
Monday to Friday	8.30 am – 4.30 pm
Time Break	
Monday to Thursday	1.00 pm – 1.30 pm
Friday	1.00 pm – 2.30 pm

Please take note, the above working hours only applies towards all Muslims employees only. For non Muslims employees will follow the normal working hours.

Subsequent to the above announcement, the Management would like to take this opportunity to wish all Muslims employees "**SELAMAT BERPUASA**".

Thank you.

"NURTURING THE PASSION TO CARE"

Yours sincerely,


(ASSOC. PROF. ISMAIL BIN MAT)
Registrar