



RAJARAMBAPU INSTITUTE OF TECHNOLOGY

An Autonomous Institute, Affiliated to Shivaji University, Kolhapur

Approved by AICTE New Delhi, D.T.E., Govt. of Maharashtra

NAAC Accredited 'A+' Grade NBA Accredited

K. E. Society's

Estd. 1983



Ref: RIT/ ESTB/1644/2023-24

Date: 13 DEC 2023

NOTICE

All regular teaching and non-teaching staff of Degree and MBA are hereby informed that they can avail the vacation from 14/12/2023 to 02/01/2024. All Adhoc faculty of Degree & MBA (who have completed one year in RIT) and Adhoc nonteaching staff (who have completed three years in RIT) can avail vacation for 07 continuous days between 14/12/2023 to 02/01/2024. All should plan vacation in accordance the workload and smooth functioning of their respective departments. All faculty members should avail the vacation in continuous manner i.e. in a single slot. HODs should submit vacation plan to the Director through Dean Academics for approval. Eligible faculty should apply for vacation and get it sanctioned from HODs through online portal on prior basis. HODs should sanction vacation through online portal after approval from Director.

The ongoing works of NAAC, NBA and Global Education Fair should be continued during the vacation period without any interruption. All the exam related activities must be done on priority basis. Faculty and Staff who are involved in the Global Education Fair related committee, needs to come to the Institute as and when required.



Dr. P. V. Kadole
Director