

**MARA AUTONOMOUS DISTRICT COUNCIL
GENERAL ADMINISTRATION DEPARTMENT**

.....
Dated Siahia, the 23rd September, 2024

OFFICE MEMORANDUM

No. D. 12011/1/2023-GAD : In partial modification of this order No.D.12011/1/2021-GAD of 27.09.2023 and in the interest of public services, the Executive Committee of the Mara Autonomous District Council is pleased to notify the working hours as shown below :

WINTER TIMING (3rd October, 2024 to 28th February, 2025)			
1	Morning	Lunch break	Evening
	9:00 Am - 12:30 noon	12:30 noon - 1:00 Pm	1:00 Pm - 4:00 Pm
SUMMER TIMING (1st March, 2025 to 2nd October, 2025) *			
2	Morning	Lunch break	Evening
	9:00 Am - 12:30 noon	12:30 noon - 1:00 Pm	1:00 Pm - 5:00 Pm

Sd/- K. Vanlalliana

Executive Secretary,

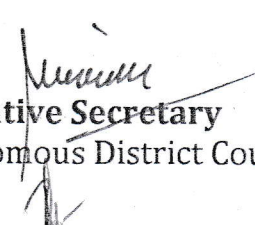
Mara Autonomous District Council

Memo No. D.12011/1/2023-GAD

: Dated Siahia, the 23rd September, 2024

Copy to :-

1. PS to Chief Executive Member, Mara Autonomous District Council for information.
2. PS to Chairman, Mara Autonomous District Council for information.
3. PS to Dy.CEM, Mara Autonomous District Council for information.
4. PA to all Elected Office Holders, Mara Autonomous District Council for information.
5. The Deputy Commissioner, Siahia District, Siahia for information.
6. The Superintendent of Police, Siahia District, Siahia for information.
7. All Heads of Departments, Mara Autonomous District Council for information & necessary action.
8. The Information & Publicity Officer, Mara Autonomous District Council for information and wide publicity.
9. Notice Board.
10. Office copy.


Executive Secretary

Mara Autonomous District Council