

FORM – 'M'

(See rule 14)

NOTICE OF HOURS OF WORK, REST-INTERVAL, WEEKLY HOLIDAY

Name and address of the Establishment: CFA INSTITUTE INDIA PRIVATE LIMITED

Name of the Manager / Authorized representative: MS. ARATI PORWAL

All the workers in the establishment are hereby informed that the hours of work, rest-interval and weekly holiday of all the workers is given below:

Sr. No.	Name of worker	Designation	Hours of Work	Rest-interval	Day of weekly holiday
(1)	(2)	(3)	(4)	(5)	(6)
1.	All full time employees		General shift From 9 am to 6 pm	1 hour between 12.30 pm to 2.30 pm	All Saturdays and Sundays
2.	Housekeeping staff		General shift From 8 am to 5 pm & From 10 am to 7 pm	1 hour between 2.00 pm to 3.00 pm	All Sundays

Arati Porwal

Signature of the Authorized representative

