**DECLARATION OF THE WEEKLY OFF**

We hereby declare that weekly off of our manufacturing unit shall be on **Sunday** of the week and working hours shall **be 09:00 hrs to 17:30 hrs**. The lunch shall be from **13:00 hours to 13:30** hrs.

Place:

Date:

“Yours faithfully”

Seal…………………….

Signature……………….

Designation:

Name: