

**Department of Microbiology**  
**S. K. Medical College, Muzaffarpur**

Weekly Performance Report (15/04/19 to 20/04/19)

Letter No. - MICRO-188/19

Dated:- 22/4/19

Date	Day	UG / Para Medical	Time of Class	Name of Teacher	Topic	Lab. Work with Department Work (9:30 AM onwards)
15/04/19	Mon	-----	-----	-----	-----	All Teachers
16/04/19	Tues	2017 Batch	12:00-01:00PM	Dr. Ishtyak Ahmad	Bacteriology (Student did not turned up)	All Teachers
		2017 Batch	02:00-04:00PM	All Teachers	Practical (Student did not turned up)	
17/04/19	Wed	GH				All Teachers
18/04/19	Thurs	2017 (PM)	12:00-01:00PM	Dr. Anubha	Bacteriology	All Teachers
19/04/19	Fri	GH				All Teachers
20/04/19	Sat	2017 Batch	08:00 -09:00 AM	Dr. P. K. Mishra	Bacteriology (Student did not turned up)	All Teachers
		2017 Batch	11:00 -12:00 AM	Dr. Shashi Kishor	Virology (Student did not turned up)	
		2017 Batch	02:00 - 04:00 PM	All Teachers	Practical (Student did not turned up)	

Sri Krishan Medical College, Muz.  
Letter No: 41030/19  
Date: 22/4/19  
Receiver Sign

H.O.D  
22/4/19

*Pawan*  
*22/4/19*

**Department of Microbiology**  
**S. K. Medical College, Muzaffarpur**

As per direction of Principal order letter no. 1338/17 dated – 23.06.17  
Weekly work log book 15/04/19 to 20/04/19

Letter No. - *MICRO-189/19*

Dated:- *22/4/19*

Sl No.	Name of Staff	Designation	Details of done the work
1	Sri Upendra Kumar Nirala	Data Entry Operator (IDSP)	IDSP related report collecting compiling & sending.
2	Sri Dhiraj Vivek Sheel	Lab Technician	Done the work of store, Lab & as per direction of HOD and other works.
3	Sri Sunil Kumar	Lab Technician	Culture reporting, sterilization, sample collection, culture & sensitivity work.
4	Sri Shyam Kumar	Lab Technician (On Deputation)	Patient's registration and report preparation work.
5	Sri Awadhesh Kumar	Lab Technician	Virology work, IDSP register maintain & other departmental work.
6	Sri Pawan Kumar	Lab Technician	Sample collection and testing.
7	Sri Amrendra Kumar Suman	Lab Technician	SRL Work & Departmental work as per direction of HOD Microbiology.
8	Sri Piyush Ranjan	Lab Technician	SRC Work.
9	Sri Jay Prakash Singh	Counsellor	ICTC Work.
10	Sri Raj Kishore Kumar	Lab Technician	ICTC Work.
11	Sri Manish Kumar	Research Asst.	ICMR (AES/JE) Work.
12	Smt. Poonam Kumari	Lab Technician	Gene Expert.
13	Sri Braj Mohan Ram	Lab Attendant	Patient's report distribution in ward, Culture tube sterilization, report signed by officer & other laboratory works.
14	Sri Manoj Kumar Sah	Cleaner	Patient's Sample Collection Lab., Demonstration Lab. Mussium Lab. , report signed by officer & other laboratory works.
15	Smt. Basanti Devi	Sport Attendent	HOD & Faculty chamber, Class Room & Practical Lab.
16	Sri Nathuni Ram	Sweeper (Outsource)	Done the Cleaning work of all rooms of concerning department.

*Sri Krishan*  
*4031/19*  
Letter No:-  
Date:-  
*22/4/19*  
Receiver Sign

*Jamb*  
*22/4/19*  
HOD Microbiology  
S. K. Medical College, Muzaffarpur.