

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 21/10/19 to 26/10/19

Letter No. - *Micro: 654/19*

Dated:- *28/10/19*

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	Smt. Poonam Kumari	Lab Technician	Gene Expert.
12	Sri Braj Mohan Ram	Lab Attendant	Patient's report distribution in ward, Culture tube sterilization, report signed by officer & other laboratory works.
13	Sri Manoj Kumar Sah	Cleaner	Patient's Sample Collection Lab., Demonstration Lab. Museum Lab., report signed by officer & other laboratory works.
14	Smt. Basanti Devi	Sport Attendent	HOD & Faculty chamber, Class Room & Practical Lab.
15	Sri Nathuni Ram	Sweeper (Outsource)	Done the Cleaning work of all rooms of concerning department.

[Signature]
28.10.19
HOD Microbiology
S. K. Medical College, Muzaffarpur.

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28/10

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

Weekly Performance Report (21/10/19 to 26/10/19)

Letter No. - Micro: 654/19

Dated:- 28/10/19

Date	Day	UG / Para Medical	Time of Class	Name of Teacher	Topic	Lab. Work with Department Work (9:30 AM onwards)
21/10/19	Mon	2017 Batch (PM)	12:00 – 01:00 PM	Dr. Anhubha	ELISA	All Teacher
22/10/19	Tues	2018 Batch	12:00 – 01:00 PM	Dr. P. K. Mishra	Immunology	All Teacher
		2018 Batch (PM)	12:00 – 01:00 PM	Dr. Manish Kumar Purbey	Culture	
		2017 Batch	01:00 – 02:00 PM	Dr. P. K. Mishra	Applied Microbiology	All Teacher
23/10/19	Wed	2017 Batch (PM)	12:00-01:00PM	Dr. Chandra Shekhar Chaudhary	General Microbiology	All Teachers
		2018 Batch	12:00-01:00PM	R.N.Sharma	General Microbiology	All Teachers
		2017 Batch	12:00-01:00PM	Dr. P. K. Mishra	Applied Microbiology	
24/10/19	Thr	2017 Batch	12:00 – 01:00 PM	Dr. Manish Kumar Purbey	Student did not turn up	All Teachers
		2017 Batch (PM)	12:00 – 01:00 PM	Dr. Ishteyaque Ahmad	Student did not turn up	All Teachers
		2017 Batch	02:00 – 04:00 PM		Student did not turn up	All Teachers
25/10/19	Fri	2018 Batch	12:00 – 01:00 PM	Dr. Kumari Milan	Student did not turn up	All Teachers
		2017 Batch	02:00 – 04:00 PM		Student did not turn up	All Teachers
26/10/19	Sat	2018 Batch	08:00 -09:00 AM	Dr. Manish Kumar Purbey	Student did not turn up	
		2018 Batch	02:00 – 04:00 PM	Dr. Suman Kumar	Student did not turn up	

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