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**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 29/04/19 to 04/05/19

Letter No. - *mico - 226/19*

Dated:- *07/05/19.*

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 Krishna*  
Letter No: *4269/19*  
Date: *07/05/19*  
Receiver Sign

*[Signature]*  
07/05/19  
HOD Microbiology  
S. K. Medical College, Muzaffarpur.