-1-

HCISM Record

MSM Institute of Ayurveda Non-teaching staff leave record 2024

S.No.	Name of faculty	Designation	Jan.31 days		Feb. 28 days		March 31 days		April 30 days		May 31 days		June 30 days		July 31 days		Aug- 31 days		September 30 days		October 31 days		Nov. 30 days		Dec.31 days	
			Leave	Present	Leave	Present	Leave	Present	Leave	Present	Leave	Present	Leave	Present	Leave	Present	Leave	Present	Leave	Present	Leave	Present	Leave	Present	Leave	Present
1	Smt. Mukesh	Supdt.	Transfer																							
2	Sh. Devender	Accountant	Transfer																							
3	Smt. Geeta	Restorer	3	28	3	25	CL-1, E-5	25	CL-2	28	EL-05	26	CL-4	26	CL-2	29	Nil	31	CL-3	27	CL-1	30	EL-5,CL-1	24	ML-2	29
4	Smt. Anita	Clerk	Transfer																						CL-4	27
5	Sh. Vijaypal	Cashier	Transfer																							
6	Sh. Mahavir	Clerk	3	28	Nil	28	Nil	31	CL-1	29	CL-1	30	CL-2	28	Nil	31	Nil	31	CL-2	28	CL-2	29	CL-2,EL-4	24	EL-11	20
7	Smt. Urmila	D. E.O.	Nil	31	Nil	28	CL-1	30	CL-3	27	CL-1	30	Nil	30	ML-5	26	Nil	31	CL-1	29	Nil	31	Nil	30	ML-2,CL-	26
8	Sh. Dinesh	Clerk	Nil	31	Nil	28	Nil	31	Nil	30	CL-1	30	Nil	30	CL-1	30	Nil	31	Nil	30	CL-1	30	Nil	30	CL-1	30
9	Sh. Parveen	Clerk	Transfer																							
10	Smt. Anupma	Lab tech.	Nil	31	CL-1	27	ML-1	30	Nil	30	Nil	31	Nil	30	Nil	31	Nil	31	Nil	30	Nil	31	CL-4	26	CL-4,ML-	25
12	Smt. Ravita	Lab tech.	Mat.L-31	Nil	Mat.L-2	Nil	Mat.L-20	11	Cl-1	29	Nil	31	ML-4	26	Nil	31	CL-5	27	ML-2	28	CL-1	30	Nil	30	ML-3,CL-1	27
13	Sh. Ravinder	Lab tech.	Nil	31	CL-1	27	CL-1	30	CL-2	28	Nil	31	CL-1	29	CL-1	30	Nil	31	Nil	30	CL-2	29	Nil	30	CL-2,ML-	20
14	Smt. Satwanti	Lib. Atted.	Transfer																				CL-2	28	CL-2	29
15	Smt. Sushila	Lab Attendant	Nil	31	Nil	28	Nil	31	Nil	30	Nil	31	Nil	30	Nil	31	Nil	31	Nil	30	CL-2	29	CL-1	29	CL-8	23
16	Smt. Shashi	Lab Attendant	CL-1	30	CL-1	27	Nil	31	Nil	30	Nil	31	Nil	30	CL-1	30	CL-1	30	CL-2	28	CL-6	25	Nil	30	CL-6	25
17	Smt. Chitra	Lab Attendant	Nil	31	Nil	28	Nil	31	CL-3	27	CL-1	30	CL-1	29	CL-1	30	CL-1	30	Nil	30	CL-2	29	CL-5	25	CL-5	26
18	Smt. Promila	Lab Attendant	Nil	31	Nil	28	Nil	31	CL-1	29	CL-1	30	Nil	30	CL-3	28	Nil	31	Nil	30	CL-1	30	CL-2	28	CL-11	20
19	Smt. Roshni	Attendant	Nil	31	CL-2	26	Nil	31	CL-3	27	CL-4	27	Nil	30	Nil	31	Nil	31	CL-1	29	CL-2	29	CL-2	28	CL-5	26
20	Smt. Sunita	Attendant	CL-1	30	Cl-4	24	CL-1	30	CL-5	25	CL-1	30	CL-2	28	CL-2	29	CL-1	30	CL-1	29	CL-3	28	ML-4,C-1	25	CL-3,ML-2	26
21	Smt. Kavita	Attendant	CL-1	30	ML-4, CL-1	23	CL-3	28	CL-3	27	CL-1	30	CL-2	28	CL-1	30	CL-1	30	Nil	30	CL-3	28	CL-3	27	CL-3,ML-2	26
22	Smt. Rocky	Lab Attendant	Nil	31	Nil	28	Nil	31	Nil	30	Nil	31	ML-3	27	Nil	31	Nil	31	ML-1	29	Nil	31	CL-4	26	CL-5	26
23	Smt. Pooja	library Atted.	Nil	31	Nil	28	CL-3	28	ML-1,Cl-1	28	CL-1	30	Nil	30	Nil	31	Nil	31	Nil	30	ML-2	29	Transf.			
24	Smt.Maankaur	Attendant	Nil	31	Cl-6	22	Transfer				ML-2	29	Nil	30	Nil	31	Nil	31	CL-4, ML-2	24	CL-7	24	ML-30	Nil	ML-3,CL-3	25
25	Sh. Surat Singh	Chowkidar	Nil	31	CL-4	24	Nil	31	CL-1	29	Nil	31	Nil	30	CL-1	30	Nil	31	Nil	30	CL-1	30	CL-2	28	CL-9	22
26	Sh. Youdhister	Peon	Nil	31	CL-2	26	CL-1	30	CL-1	29	Nil	31	CL-1	29	CL-1	30	Nil	31	Nil	30	Nil	31	EL-2	25	CL-4	27
27	Sh. Sanjay	Mali	Nil	31	CL-1	27	CL-1	30	Nil	30	Nil	31	Nil	30	Nil	31	Nil	31	Nil	30	Nil	31	CL-2	28	CL-1	30
28	Sh. Rajbir	Sweeper	Nil	31	Nil	28	Nil	31	Nil	30	CL-2	29	Nil	30	Nil	31	Nil	31	CL-1	29	Nil	31	CL-2	28	CL-1	30
29	Sh. Jitender	Clerk	Nil	31	Nil	28	Nil	31	CL-1	29	Nil	31	Nil	30	Nil	31	CL-1	30	CL-1	29	Nil	31	Nil	30	ML-5,CL-	24
30	Smt. Rekha	Sweeper	CL-1	30	CL-1	27	Nil	31	CL-2	28	Nil	31	Nil	30	CL-1	30	CL-1	30	CL-1	29	CL-1	30	CL-3	27	Nil	31
31	Sh.Rajesh	Mali	Nil	31	CL-1	27	Nil	31	CL-1	29	Nil	31	Nil	30	Nil	31	Nil	31	Nil	30	Nil	31	CL-2	28	CL-1	30
32	Smt. Sunil	Lab Attendant	Nil Joined-16.1.24	16	CL-2, Ml-1	24	Nil	31	Transfer																	
33	Ankit	Lab Tech.					Nil	31	CL-16	14	CL-1	30	CL-1	29	Cl-13	18	CL-12	19	CL-1	29	CL-4	27	Nil	30		
34	Aarzoo	Lab Tech.					Nil	31	CL-16	14	Nil	31	Nil	30	CL-13	18	Nil	31	Nil	30	Nil	31	Nil	30		
35	Somber	Lab Tec.					Nil	31	CL-16	14	Nil	31	Nil	30	Cl-13	18	Nil	31	Nil	30	Nil	31	Nil	30		
36	Ankit	Lab Attendant									Trans															

7	Sudesh	Atted./Peon							Ml-1 Joined 18.4.24	12			Nil	30	Transfer											
8	Seema	Peon															CL-1	30	Nil	30	CL-2,ML-3	26	ML-2	28	ML-2,CL-1	28

Principal
MSM Institute of Ayurveda
B.P.S. [illegible] Khanpur Kalan
(Sonipat) Hr.