

**Monthwise attendance analysis for Non-Teaching Staff of Hayat Unani Medical College & Research Centre for the month of March 2026**

Sl.No.	Name	Designation	Department	No. of days in a month	Week off	Holiday	Total Present	Total Leave/ Absent	Total working days	Attendance Percentage
1	Mr. Junaid Ali Siddiqui	Personal Assistant to Principal	Administrative account Services	31	5	5	19	2	21	90.48%
2	Mr. Asim Khan	Office Superintendent	Administrative account Services	31	5	5	21	0	21	100%
3	Mr. Shahnawaz Ahmad Khan	Clerical Staff	Administrative account Services	31	5	5	20	2	21	90.48%
4	Mrs. Iram Khan	Librarian	Library	31	5	5	18	3	21	85.71%
5	Mr. Iqbal Ahmad	Attendant cum museum keeper or multitasking worker	Amraze Jild wa Tazeeniyat	31	5	5	20	1	21	95.00%
6	Mr. Aman Azeem Khan	IT Officer	IT Cell	31	5	5	17	4	21	81.00%
7	Mr. Mohd Javed	Office Assistant	IT Cell	31	5	5	16	2	21	76.00%
8	Mr. Lalit Singh	Lab Technician	Munafeul Aza	31	5	5	19	2	21	90.48%
9	Mr. Amit Kumar	Lab Assistant	Tashreehul Badan	31	5	5	20	1	21	95.00%
10	Mr.Sayeed Akhtar	Clerical Staff	Administrative account Services	31	5	5	20	1	21	95.00%
11	Mr. Syed Mohd Akasha	Lab Technician	Mahiyatul Amraz	31	5	5	19	2	21	90.48%
12	Mr. Naushad Husain Khan	Coordinator	Clinical Skill or Simulation Laboratory	31	5	5	19	2	21	90.48%
13	Mr. Meraj Ansari	Clerical Staff	Administrative account Services	31	5	5	21	0	21	100.00%
14	Mr. Abu Talha	Attendant cum Museum Keeper	Saidla	31	4	5	18	2	20	90.00%

15	Mrs. Poonam Devi	Library Attendant	Library	31	5	5	18	3	21	85.71%
16	Mrs. Sunita Devi	Attendant cum Museum Keeper	Tashreehul Badan	31	5	5	20	1	21	95.00%
17	Ms. Seema Devi	Multitasking Worker	Munafeul Aza	31	5	5	17	4	21	80.95%
18	Ms. Pinky Kumari	Attendant cum Museum Keeper	Tahaffuzi wa Samaji Tib	31	5	5	18	3	21	85.71%
19	Ms. Andesh Kumari	Attendant cum Museum Keeper	Mahiyatul Amraz	31	5	5	20	1	21	95.00%
20	Mrs. Soni	Multi-Tasking Staff	IT Cell	31	5	5	20	1	21	95.00%
21	Mr. Ram Shankar	Gardener	Herbal Garden	31	5	5	18	3	21	85.71%
22	Mr. Sudarshan Kumar	Multi-Purpose Worker	Herbal Garden	31	5	5	20	1	21	95.00%
23	Mrs. Aarti Devi	Attendant cum Museum Keeper	Ilmul Advia	31	5	5	19	2	21	90.48%
24	Mrs. Sunita Gautam	Attendant	Kulliyat	31	5	5	16	5	21	76.00%
25	Ms. Radha Rawat	Attendant cum museum keeper or multitasking worker	Moalajat	31	5	5	20	1	21	95.00%
26	Mrs. Sima	Attendant cum museum keeper or multitasking worker	Ilmul Atfal	31	5	5	15	3	21	71.00%
27	Mrs. Shakuntala	Attendant cum museum keeper or multitasking worker	Jarahat	31	5	5	19	2	21	90.48%
28	Mrs. Gudiya Devi	Attendant cum museum keeper or multitasking worker	Ilaj bit Tadbeer	31	5	5	18	3	21	85.71%
29	Mrs. Gyanwati	Attendant cum museum keeper or multitasking worker	Amraze Ain, uzn, Anf wa Halaq	31	5	5	19	2	21	90.00%
30	Ms. Alqama	Others	Others	31	5	5	16	2	21	76.00%

31	Ms. Kajal	Attendant cum museum keeper or multitasking worker	Niswan wa Qabalat	31	5	5	20	1	21	95.00%
32	Afzal Khan Gauri	Site Engineer	Maintenance Cell	31	5	5	20	1	21	95.00%
33	Farhan Ahmad	Office Assistant	Human Resource Development Cell	31	2	4	7	1	8	87.00%
34	Afajal Khan	Cadaver Lifter	Tashreehul Badan	31	2	4	7	1	8	87.00%
35	Mr. Dhanveer	Assistant Librarian	Library(Central library)	31	1	1	3	1	4	80%
36	Mohd Wali Rizvi	LabTechnician for Quality testing laboratory	Saidla	31	2	4	7	0	8	88%
37	Sikander Yadav	Lab Assistant	Ilmul Advia	31	2	4	6	2	8	75%
38	Darakshan Anjum	Lab technician (Pharmacognosist)	Ilmul Advia	31	2	4	8	0	8	100%