

**Monthwise attendance analysis for Hospital Staff of Hayat Unani Medical College & Research Centre for the Month of June 2026**

| SL. No. | Name                 | Designation   | Department                  | No. of days in a month | Week off | Holidays | Total working days | Total Planned Leave | Total Absent | Total Present | Attendance Percentage |
|---------|----------------------|---|-----------------------------|------------------------|----------|----------|--------------------|---------------------|--------------|---------------|-----------------------|
| 1       | Dr Afsar Hussain     | Deputy Medical Superintendent   | Administrative Zone         | 30                     | 4        | 1        | 25                 | 1                   | 0            | 24            | 96%                   |
| 2       | JAVED KAISHER HASHMI | (Medical In-Patient department Section)Resident Medical Officers (RMO)  | In-Patient department Zone  | 30                     | 4        | 0        | 26                 | 0                   | 0            | 26            | 100%                  |
| 3       | ABDUL SAYEED         | Pharmacist  | Out-Patient Department Zone | 30                     | 4        | 1        | 25                 | 0                   | 1            | 24            | 96%                   |
| 4       | YASAR KALEEM         | (Masrah Amaliya (Operation Theatre and Minor Operation Theatre))Dresser | Procedural Management Zone  | 30                     | 4        | 0        | 26                 | 0                   | 0            | 26            | 100%                  |
| 5       | MEENA                | (Medical In-Patient department Section)Wardboy or MTS                   | In-Patient department Zone  | 30                     | 4        | 0        | 26                 | 0                   | 0            | 26            | 100%                  |

|    |                   |   |                                 |    |   |   |    |   |   |    |        |
|----|-------------------|---|---------------------------------|----|---|---|----|---|---|----|--------|
| 6  | RAJ KUMARI        | (Ghurfatul Wilada (Labour room and Maternity Operation Theatre))MTS* (Preferably  | Procedural Management Zone      | 30 | 0 | 0 | 30 | 0 | 0 | 30 | 100%   |
| 7  | SHEELA Devi       | (Medical In-Patient department Section)Nursing staff                              | In-Patient department Zone      | 30 | 4 | 0 | 26 | 0 | 0 | 26 | 100%   |
| 8  | SHEELA            | Out-Patient Department Attendant  | Out-Patient Department Zone     | 30 | 4 | 0 | 26 | 0 | 2 | 24 | 92.31% |
| 9  | SHIVANI PAL       | (Medical In-Patient department Section)Nursing staff                              | In-Patient department Zone      | 30 | 4 | 0 | 26 | 0 | 2 | 24 | 92.31% |
| 10 | SONAL KASHYAP     | Receptionist cum Telephone Operator   | Reception and Registration Zone | 30 | 4 | 1 | 25 | 1 | 0 | 24 | 96%    |
| 11 | AYUSH VISHWAKARMA | (Masrah Amaliya (Operation Theatre and Minor Operation Theatre))Operation theatre | Procedural Management Zone      | 30 | 1 | 0 | 6  | 0 | 0 | 6  | 100%   |
| 12 | SHIMMI            | Clerical staff  | Administrative Zone             | 30 | 4 | 0 | 26 | 0 | 2 | 24 | 92%    |

|    |                 |   |                                 |    |   |   |    |   |   |    |      |
|----|-----------------|---|---------------------------------|----|---|---|----|---|---|----|------|
| 13 | ARVIND KUMAR    | Registration cum Billing Clerk                        | Reception and Registration Zone | 30 | 4 | 0 | 26 | 2 | 1 | 23 | 88%  |
| 14 | MOHAMMAD AFZAL  | Pharmacist  | Out-Patient Department Zone     | 30 | 4 | 0 | 26 | 0 | 2 | 24 | 92%  |
| 15 | HASEEN KHAN     | (Ilaj bit Tadabeer Procedure Section)Therapist        | Procedural Management Zone      | 30 | 4 | 1 | 25 | 0 | 2 | 23 | 92%  |
| 16 | ABUZAR          | Receptionist cum Telephone Operator                   | Reception and Registration Zone | 30 | 4 | 1 | 25 | 0 | 0 | 25 | 100% |
| 17 | SHAIENDRA YADAV | (Physiotherapy Unit)Attendant                         | Procedural Management Zone      | 30 | 4 | 0 | 26 | 0 | 0 | 26 | 100% |
| 18 | VIDHYA WATI     | Multitasking worker                                   | Service Zone                    | 30 | 4 | 0 | 30 | 0 | 0 | 30 | 100% |
| 19 | KANHAIYA        | (Medical In-Patient department Section)Wardboy or MTS | In-Patient department Zone      | 30 | 4 | 0 | 26 | 1 | 2 | 23 | 88%  |

|    |                 |  |                             |    |   |   |    |   |   |    |      |
|----|-----------------|--|-----------------------------|----|---|---|----|---|---|----|------|
| 20 | TARA SINGH      | (Ilaj bit Tadabeer Procedure Section)Therapist                         | Procedural Management Zone  | 30 | 4 | 0 | 26 | 0 | 2 | 24 | 92%  |
| 21 | GYAN PRAKASH    | Multitasking worker  | Service Zone                | 30 | 4 | 0 | 26 | 0 | 0 | 26 | 100% |
| 22 | WAQAS AHMAD     | (Medical In-Patient department Section)Resident Medical Officers (RMO) | In-Patient department Zone  | 30 | 4 | 1 | 25 | 1 | 0 | 24 | 96%  |
| 23 | ANIL KUMAR      | Multitasking worker  | Service Zone                | 30 | 4 | 0 | 26 | 0 | 3 | 23 | 88%  |
| 24 | AJAY KUMAR      | Multitasking worker  | Service Zone                | 30 | 4 | 0 | 26 | 0 | 5 | 21 | 81%  |
| 25 | VIKASH KUMAR    | Store keeper   | Administrative Zone         | 30 | 4 | 0 | 26 | 1 | 0 | 25 | 96%  |
| 26 | KM NISHAN IQBAL | Nursing staff  | Out-Patient Department Zone | 30 | 4 | 0 | 26 | 0 | 0 | 26 | 100% |

|    |                  |   |                             |    |   |   |    |    |    |    |      |
|----|------------------|---|-----------------------------|----|---|---|----|----|----|----|------|
| 27 | RITENDRA         | (Medical In-Patient department Section)Nursing staff                              | In-Patient department Zone  | 30 | 4 | 0 | 26 | 0  | 22 | 4  | 85%  |
| 28 | VINAY KANAUJIYA  | (Medical In-Patient department Section)Nursing staff                              | In-Patient department Zone  | 30 | 4 | 0 | 26 | 0  | 0  | 26 | 100% |
| 29 | SHADAB KHAN      | (Physiotherapy Unit)Physiotherapist (Minimum BPT)                                 | Procedural Management Zone  | 30 | 4 | 0 | 26 | 0  | 1  | 25 | 96%  |
| 30 | SACHIN GAUTAM    | (Masrah Amaliya (Operation Theatre and Minor Operation Theatre))Operation theatre | Procedural Management Zone  | 30 | 4 | 0 | 26 | 13 | 0  | 13 | 50%  |
| 31 | PRAMILA          | (Ilaj bit Tadabeer Procedure Section)Nursing staff                                | Procedural Management Zone  | 30 | 4 | 0 | 26 | 0  | 0  | 26 | 100% |
| 32 | MOHAMMAD SHUAIB  | Office Superintendent   | Administrative Zone         | 30 | 4 | 1 | 25 | 0  | 0  | 25 | 100% |
| 33 | KHADIJATUL KUBRA | Emergency Medical Officer   | Out-Patient Department Zone | 30 | 4 | 1 | 25 | 6  | 0  | 19 | 76%  |

|    |                              |   |                                  |    |   |   |    |   |    |    |      |
|----|------------------------------|---|----------------------------------|----|---|---|----|---|----|----|------|
| 34 | MOHD KHALID<br>AKHTAR HASHMI | Emergency Medical Officer   | Out-Patient<br>Department Zone   | 30 | 4 | 0 | 26 | 0 | 2  | 24 | 92%  |
| 35 | SHIVANI                      | Lab Technician  | Diagnostic Zone                  | 30 | 4 | 0 | 26 | 0 | 13 | 13 | 50%  |
| 36 | NEELAM PAL                   | (Masrah Amaliya (Operation<br>Theatre and Minor<br>Operation Theatre))Nursing<br>staff (Female) | Procedural<br>Management<br>Zone | 30 | 4 | 0 | 26 | 1 | 2  | 23 | 88%  |
| 37 | SAYMA BANO                   | (Medical In-Patient<br>department Section)Nursing<br>staff                                      | In-Patient<br>department Zone    | 30 | 4 | 0 | 26 | 1 | 2  | 23 | 88%  |
| 38 | MERAJ AHMAD                  | (Medical In-Patient<br>department Section)Nursing<br>staff                                      | In-Patient<br>department Zone    | 30 | 4 | 0 | 26 | 0 | 0  | 26 | 100% |
| 39 | ANSHIKA<br>SRIVASTAVA        | Matron  | Administrative<br>Zone           | 30 | 4 | 0 | 26 | 0 | 0  | 26 | 100% |
| 40 | ARSHI MIRZA                  | Assistant Matron  | Administrative<br>Zone           | 30 | 4 | 0 | 26 | 0 | 1  | 25 | 96%  |

|    |                    |  |                             |    |   |   |    |   |   |    |      |
|----|--------------------|--|-----------------------------|----|---|---|----|---|---|----|------|
| 41 | MOHAMMAD IMRAN     | Nursing staff  | Out-Patient Department Zone | 30 | 4 | 0 | 26 | 1 | 1 | 24 | 92%  |
| 42 | Faisal Masood      | Resident Medical Officer-Admin   | Administrative Zone         | 30 | 4 | 0 | 26 | 0 | 0 | 26 | 100% |
| 43 | Mohd Faisal        | (Masrah Amaliya (Operation Theatre and Minor Operation Theatre))Operation theatre  | Procedural Management Zone  | 30 | 4 | 0 | 26 | 0 | 2 | 24 | 100% |
| 44 | Samiullah          | (Ilaj bit Tadabeer Procedure Section)House Officer or Clinical registrar or Senior | Procedural Management Zone  | 30 | 4 | 0 | 26 | 0 | 0 | 26 | 100% |
| 45 | Aanisa Nargis Khan | Resident Medical Officer   | Out-Patient Department Zone | 30 | 4 | 1 | 25 | 6 | 0 | 19 | 76%  |
| 46 | Mr Umar            | Lab Attendant  | Diagnostic Zone             | 30 | 4 | 0 | 26 | 0 | 0 | 26 | 100% |
| 47 | Arsalan            | (Surgical In-Patient department Section)Wardboy/ MTS                               | In-Patient department Zone  | 30 | 4 | 0 | 26 | 0 | 1 | 25 | 96%  |

|    |                 |  |                            |    |   |   |    |   |   |    |      |
|----|-----------------|--|----------------------------|----|---|---|----|---|---|----|------|
| 48 | Kanchan         | (Ilaj bit Tadabeer Procedure Section)Therapist   | Procedural Management Zone | 30 | 4 | 0 | 26 | 0 | 1 | 25 | 96%  |
| 49 | Seema           | (Ilaj bit Tadabeer Procedure Section)Therapist   | Procedural Management Zone | 30 | 4 | 0 | 26 | 0 | 0 | 26 | 100% |
| 50 | Usuf            | Dark room Assistant  | Diagnostic Zone            | 30 | 4 | 0 | 26 | 0 | 0 | 26 | 100% |
| 51 | Dr Mohd Shaheem | (Surgical In-Patient department Section)Resident Surgical Officer (RSO)                | In-Patient department Zone | 30 | 4 | 0 | 26 | 7 | 0 | 19 | 73%  |
| 52 | Swarnlata Dixit | (Masrah Amaliya (Operation Theatre and Minor Operation Theatre))Nursing staff (Female) | Procedural Management Zone | 30 | 4 | 0 | 26 | 0 | 0 | 26 | 100% |
| 53 | Sunil Kumar     | (Ghurfatul Wilada (Labour room and Maternity Operation Theatre))Nursing staff          | Procedural Management Zone | 30 | 4 | 0 | 26 | 0 | 1 | 25 | 96%  |