

**Bio Metric Monthly Attendance Report with (In/Out) Time**  
For Period : 01/11/2025 To 30/11/2025

Company Name : MARKAZ UNANI MEDICAL COLLEGE & HOSPITAL

NON TEACHING STAFF

Location : PUTHUPPADI

Emp Code	Emp Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
10	Mr. AFZAL MOHAMED KOYA	08:58 17:02	WO-I	08:54 17:10	08:55 17:03	08:58 17:01	08:58 17:01	08:58 17:01	A	WO-I	08:45 17:20	08:54 17:20	08:58 17:01	08:51 17:05	08:54 17:20	08:58 17:01	WO-I	08:58 17:02	08:56 17:13	08:58 17:02	A	A	08:45 17:20	WO-I	08:45 17:11	08:50 17:15	08:35 17:18	08:58 17:01	08:58 17:02	WO-I		
81	Mrs. LIJI JOSEPH	08:56 17:13	WO-I	08:55 17:20	08:55 17:08	08:45 17:11	08:54 17:10	08:55 17:20	A	WO-I	13:15 17:08	08:55 17:06	08:55 17:15	08:45 17:10	08:56 17:02	08:51 17:01	WO-I	08:58 17:11	08:58 17:10	08:56 13:09	08:58 17:05	08:56 17:20	08:55 17:06	WO-I	08:54 17:20	08:51 17:11	08:54 17:11	13:45 17:20	08:55 17:10	08:51 17:10	WO-I	
215	Mrs. KULSU M K	08:55 17:05	WO-I	08:54 17:20	08:50 17:15	08:54 17:20	08:54 17:10	08:54 17:20	A	WO-I	08:51 17:13	08:58 17:06	08:50 17:15	08:54 17:10	08:58 17:02	08:58 17:01	WO-I	08:45 17:11	08:54 17:10	08:54 13:09	08:55 17:05	08:55 17:20	08:58 17:06	WO-I	08:55 17:20	08:45 17:11	08:45 17:11	08:54 17:20	08:54 17:10	WO-I		
218	Mrs. RAHEEMA T P	08:50 17:15	WO-I	08:55 17:20	08:35 17:18	08:55 17:20	08:58 17:02	08:51 17:13	A	WO-I	08:51 17:13	08:45 17:11	08:51 17:13	08:55 17:20	08:51 17:13	08:55 17:05	WO-I	08:45 17:12	08:45 17:12	08:50 17:15	08:54 17:20	08:58 17:02	08:54 17:10	WO-I	08:55 17:20	08:55 17:20	08:35 17:18	08:55 17:05	08:59 17:00	08:58 17:02	WO-I	
220	Mr. ABDUL SALAM P.M.	08:55 17:03	WO-I	08:54 17:20	08:51 17:13	08:54 17:20	08:55 17:05	08:55 17:03	A	WO-I	13:51 17:13	08:55 17:20	08:51 17:13	08:45 17:20	08:51 17:12	08:51 17:13	WO-I	08:45 17:13	08:51 17:13	08:55 17:03	08:55 17:05	08:45 17:25	08:51 17:13	WO-I	08:45 17:25	08:55 17:05	08:45 17:20	08:35 17:18	08:59 17:00	08:55 17:05	WO-I	
224	Mrs. SUBAIDA K S	08:58 17:02	WO-I	A	08:55 17:20	08:40 17:12	08:50 17:15	08:30 17:10	A	WO-I	08:55 17:20	08:59 17:05	08:55 17:20	08:45 17:25	08:45 17:03	08:45 17:11	WO-I	08:40 17:12	08:40 17:12	08:58 17:02	08:35 17:18	08:54 17:10	08:50 17:15	WO-I	08:30 17:10	08:54 17:20	08:50 17:15	08:45 17:20	08:45 17:11	A	WO-I	
225	Mrs. LATHI REJEESH	09:03 17:08	WO-I	08:58 17:01	08:51 17:13	08:45 17:11	08:54 17:20	08:56 17:09	A	WO-I	08:51 17:13	08:54 17:20	08:51 17:13	08:30 17:10	09:03 17:08	08:55 17:05	WO-I	08:45 17:11	08:45 17:11	08:45 17:11	08:54 17:20	08:45 17:20	08:45 17:11	WO-I	08:56 17:09	08:55 17:05	08:43 17:08	08:50 17:15	A	A	WO-I	
354	Mrs. SAJINA P.A	08:50 17:15	WO-I	08:54 17:15	08:50 17:15	08:45 17:11	08:55 17:20	08:50 17:11	A	WO-I	A	08:59 17:00	08:50 17:15	08:58 17:06	08:59 17:13	08:45 17:13	WO-I	08:50 17:15	08:54 17:20	08:54 17:20	08:50 17:15	08:55 17:20	08:59 17:02	WO-I	08:55 17:20	08:50 17:11	08:35 17:04	A	08:54 17:20	08:55 17:20	WO-I	
477	Mrs. ZUHARA E K	A	WO-I	A	A	A	A	A	A	WO-I	A	A	A	A	A	A	WO-I	A	A	A	A	A	A	WO-I	A	A	A	A	A	A	A	WO-I
509	Mrs. JINI JOSEPH	08:40 17:12	WO-I	08:50 17:15	08:58 17:06	08:51 17:05	12:58 17:10	08:50 17:15	A	WO-I	A	08:54 17:20	08:58 17:06	08:40 17:12	08:58 17:06	08:54 17:10	WO-I	08:54 17:20	08:40 17:12	08:51 17:13	08:55 17:06	08:40 17:12	08:45 17:11	WO-I	08:50 17:15	A	08:50 17:15	08:58 17:02	A	A	WO-I	
510	Mrs. ATHIRA P. K	08:50 17:15	WO-I	08:58 17:02	09:02 17:01	08:51 17:13	08:54 17:10	08:54 17:20	A	WO-I	A	08:58 17:06	08:54 17:20	08:50 17:15	08:45 17:12	08:45 17:20	WO-I	08:58 17:01	08:51 17:13	08:50 13:15	08:50 17:15	08:54 17:10	08:45 17:20	WO-I	13:15 17:02	08:58 17:06	08:55 17:10	08:54 17:10	08:59 17:00	08:54 17:20	WO-I	
511	Mrs. ANJANA RADHAKRISHNAN V M	08:45 17:20	WO-I	08:54 17:10	08:45 17:11	08:56 17:08	09:03 17:11	08:45 17:11	A	WO-I	08:50 17:15	08:45 17:11	08:55 17:20	08:45 17:20	08:55 17:08	08:43 17:08	WO-I	08:50 17:15	08:50 17:15	08:54 17:10	08:55 17:06	08:58 17:02	08:58 17:06	WO-I	A	08:51 17:13	08:40 17:12	08:45 17:20	08:55 17:20	08:55 17:20	WO-I	
560	Mr. YOOSUF ALI	08:58 17:06	WO-I	08:40 17:12	08:51 17:13	08:55 17:06	08:35 17:04	08:56 17:18	A	WO-I	08:51 17:13	08:55 17:03	08:51 17:13	08:54 17:20	08:45 17:11	08:55 17:06	WO-I	08:45 17:11	08:54 17:20	08:45 17:20	08:54 17:11	08:54 17:20	A	WO-I	A	08:55 17:03	08:55 17:05	09:03 17:08	08:55 17:06	A	WO-I	
573	Mrs. SHEEBA K V	A	WO-I	08:56 17:18	A	08:59 17:00	13:59 17:00	08:51 17:13	A	WO-I	08:51 17:13	13:59 17:01	08:57 17:01	08:54 17:13	08:45 17:20	A	WO-I	08:45 17:20	08:50 17:15	08:51 17:13	08:45 17:20	08:58 17:02	08:55 17:06	WO-I	08:56 17:09	08:54 17:10	08:59 17:00	08:55 17:06	A	08:58 17:02	WO-I	
575	Mrs. FAREEDHA	08:51 17:13	WO-I	08:45 17:11	08:54 17:20	08:56 17:09	08:55 17:02	08:54 17:20	A	WO-I	08:54 17:20	08:51 17:13	08:58 17:02	08:55 17:02	A	08:58 17:01	WO-I	08:58 17:02	08:45 17:20	08:59 17:08	09:03 17:08	09:03 17:18	08:56 17:18	WO-I	13:35 17:18	08:45 17:20	08:54 17:10	08:59 17:00	09:03 17:08	08:40 17:12	WO-I	
582	Mrs. NILA SURENDRAN	A	WO-I	08:51 17:13	09:03 17:08	08:51 17:13	08:45 17:20	08:45 17:11	A	WO-I	13:59 17:00	08:45 17:20	09:03 17:08	08:45 17:12	08:45 17:03	08:55 17:03	WO-I	08:45 17:11	08:51 17:05	A	08:58 17:02	08:54 17:10	08:54 17:20	WO-I	08:45 17:20	08:30 17:10	08:54 17:10	08:54 17:20	08:35 17:04	08:40 17:12	WO-I	
583	Mrs. LIJI K K	08:45 17:12	WO-I	08:45 17:00	08:45 17:11	08:50 17:15	08:45 17:15	08:50 17:15	A	WO-I	08:50 17:15	08:56 17:18	08:50 17:15	08:51 17:13	08:59 17:13	08:58 17:03	WO-I	08:51 17:05	08:45 17:11	08:54 17:20	08:59 17:00	08:59 17:05	08:54 17:10	WO-I	08:58 17:01	A	08:50 17:15	08:45 17:12	08:57 17:01	WO-I		
640	Mr. MUHAMMED ASLAM M	A	WO-I	08:51 17:14	A	08:54 17:20	08:55 17:06	08:55 17:03	A	WO-I	09:03 17:08	08:55 17:20	08:55 17:06	08:58 17:01	08:54 17:10	09:03 17:08	WO-I	08:54 17:20	08:55 17:20	08:45 17:11	08:58 17:15	08:50 17:06	08:55 17:06	WO-I	08:58 17:06	08:54 17:20	08:51 17:13	08:45 17:20	08:56 17:18	08:54 17:20	WO-I	
649	Mr. ABDUL MAJEED P M	08:51 17:13	WO-I	08:59 17:13	08:54 17:20	08:54 17:20	08:59 17:00	08:45 17:12	A	WO-I	08:45 17:12	08:56 17:09	08:54 17:06	08:58 17:20	08:54 17:13	08:51 17:13	WO-I	08:51 17:13	A	08:54 17:10	08:45 17:11	08:56 17:08	09:03 17:08	WO-I	08:51 17:13	08:54 17:20	08:56 17:13	08:45 17:11	08:54 17:20	08:55 17:03	WO-I	
672	Mr. MELVIN P KURIAS	08:51 17:13	WO-I	A	08:54 17:10	08:58 17:02	08:40 13:12	08:54 17:10	A	WO-I	08:54 17:20	09:02 13:01	09:03 17:08	08:59 17:02	08:54 17:10	08:54 17:20	WO-I	08:58 17:01	08:45 17:00	08:58 17:06	13:45 17:20	08:45 17:12	08:45 17:11	WO-I	08:54 17:20	08:50 17:15	08:59 17:05	08:35 17:04	08:50 17:15	08:45 17:12	WO-I	
706	Mr. SHYIU T P	08:58 17:06	WO-I	08:58 17:02	08:45 17:12	08:54 17:20	08:50 17:15	A	A	WO-I	09:03 17:08	08:45 17:12	08:51 17:13	08:55 17:03	08:54 17:10	08:51 17:13	WO-I	08:45 17:00	09:03 17:08	08:45 17:11	08:45 17:11	09:03 17:04	08:45 17:12	WO-I	08:51 17:13	08:51 17:13	08:55 17:03	08:45 17:20	13:35 17:18	08:54 17:10	WO-I	
712	Mrs. FARSANA P H	08:50 17:15	WO-I	08:55 17:20	08:35 17:18	08:55 17:20	08:58 17:20	08:51 17:13	A	WO-I	13:15 17:08	08:55 17:20	08:55 17:08	08:45 17:11	08:56 17:13	08:51 17:13	WO-I	08:45 17:20	08:30 17:10	08:54 17:10	08:54 17:20	08:35 17:04	08:40 17:12	WO-I	08:40 17:12	08:51 17:13	08:55 17:06	08:35 17:04	08:56 17:18	WO-I		

**NON-TEACHING STAFF ATTENDANCE REGISTER MARKAZ UNANI MEDICAL COLLEGE & HOSPITAL, PUTHUPPADI FOR NOVEMBER 2025**

S l · N o	Designation	Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Total day of work rking	
			Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun		
1	Administrative Manager	Mr. Afzal Koya	P		P	P	P	P	P			P	P	P	P	P	P		P	P	P	O / D	O / D	P		P	P	P	P	P	P		22	
2	Head Clerk	Mrs. Raheema T.P.	P		P	P	P	P	P			P	P	P	P	P	P		P	P	P	P	P	P		P	P	P	P	P	P		24	
3	Superintendent	Mr. Yoosuf Ali	P		P	P	P	P	P			P	P	P	P	P	P		P	P	P	P	P	C / L		C / L	P	P	P	P	C / L		21	
4	Account Section in charge	Mrs. Sajina P.A.	P		P	P	P	P	P			C / L	P	P	P	P	P		P	P	P	P	P	P		P	P	P	C P L	P	P		22	
5	Establishment Section in charge	Mrs. Nila Surendran	M / L		P	P	P	P	P			C / L	P	P	P	P	P		P	P 2 2	O / D	P	P	P		P	P	P	P	P	P		21.5	
6	Librarian	Mrs. Kulsu M.K.	P		P	P	P	P	P			P	P	P	P	P	P		P	P	P	P	P	P		P	P	P	P	P	P		24	
7	Laboratory Technician	Mrs .Lathi Rejeesh	P		P	P	P	P	P			P	P	P	P	P	P		P	P	P	P	P	C / L		P	P	P	P	C / L	C / L		21	
8	Laboratory Technician	Mrs .Jini Joseph	P		P	P	P	C P L	P			P	P	P	P	P	P		P	P	P	P	P	P		P	P	C / L	P	C / L	C / L		20	
9	Laboratory Technician	Mrs. Athira. P.K	P	SUNDAY	P	P	P	P	P			P	C / L	P	P	P	P		P	P	C / L	P	P	P		P	P	P	P	P	P		22.5	
10	Laboratory Technician	Mrs .Anjana Radhakrishnan	P		P	P	P	P	P			P	P	P	P	P	P		P	P	P	P	P	P		C / L	P	P	P	P	P	P		23
11	Laboratory Technician	Mrs. Liji K K	P		P	P	P	P	P			P	P	P	P	P	P		P	P	P	P	P	P		P	L O P	P	P	P	P	P		23
12	Museum Keeper	Mr .Abdul Salam P.M.	P		P	P	P	P	P			C / L	P	P	P	P	P		P	P	P	P	P	P		P	P	P	P	P	P		23.5	
13	Students Section In Charge	Mrs .Lij ljoseph	P		P	P	P	P	P			P	P	P	P	P	P		P	P	P	P	P	C P L		P	P	P	C / L	P	P		22.5	
14	Attendant	Mrs. Subaida K.S.	P		C / L	P	P	P	P			P	P	P	P	P	P		P	P	P	P	P	P		P	P	P	P	P	C P L		22	
15	Museum Keeper	Mrs . Zuhara E. K	L O P		L O P	L O P	L O P	L O P	L O P			L O P	L O P	L O P	L O P	L O P	L O P		L O P	L O P	L O P	L O P	L O P	L O P		L O P	L O P	L O P	L O P	L O P	L O P		00	
16	Attendant	Mrs. Sheeba K V	C P L		P	C / L	P	P	P			P	P	P	P	P	P		P	P	P	P	P	P		P	P	P	P	C / L	P		21	
17	Attendant	Mr. Muhammed Aslam M	C P L		P	O / D	P	P	P			P	P	P	P	P	P		P	P	P	P	P	P		P	P	P	P	P	P		22	
18	Attendant	Mr .Abdul Majeed P M	P		P	P	P	P	P			P	P	P	P	P	P		P	C P L	P	P	P	P		P	P	P	P	P	P		23	

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19	Attendant	Mrs. Fareedha P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	22
20	Attendant	Mr. Melvin P Kurias	P	C P L	P	P	P	P	P	P	C /L P	P	P	P	C /L P	P	P	P	P	P	P	P	P	22
21	Gardener	Mr. Shyju T P	P	P	P	P	P	C /L	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	23
22	Attendant	Mrs. Farsana P H	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	24

P=Present,C/L=CasualLeave,E/L=EarnedLeave,O/D=OnDuty,M/L=MedicalLeave,MT/L=MaternityLeave,S/L=SpecialLeave,Cpl/L=CompensatoryLeave,LP/L=LossofPayLeave,W/V=WinterVacation,R/S=Resigned,L/D=LockDown,H/LHoliday.