

**Format for forwarding of Staff attendance
(To be filled and verified by the Unit In charge)**

Unit - I

Attendance for the month of: Dec. 2014

Sr.No	Name of the staff	Days present	Days absent	Reason for leave
	Dr. Sajal Mittal	29 days	2 days	CL.
	Dr. Pankaj Tathe	28 days	3	CL.
	Dr. Manish Kawade	30	00	
	Dr. Snehal Shambharkar	30	00	
	Dr. Sagar Raghunani	28 days	3	CL
	Dr. Nilesh Saktharkar	30	00	
	Dr. Mahendra Ghogre	30	00	
	Dr. Pravin Gore	30	00	
	Dr. Kapildeo Bansa	28 days	3	CL
	Dr. Vivek Sathe (sr)	17 days	14	CL
	Dr. Ishan Ghuge	20	-	-
	Taamra Centre			
	Dr. Shantanu Deshmukh	28 days	3	CL
	Dr. Sanjay Barik	15	-	-

P. S. Tathe

B. Mittal

Signature of the Unit In charge

- Please assure that the staff is present for expected duration. In case absent for half day please mark leave for half day.