


**Medical Record Department
Government Medical College Hospital, Jammu**

Duty Roster of Admission Counter for the month of April, 2017

DATE	DAY	MORNING (8AM to 2PM)	WAIT (2PM to 8PM)	NIGHT (8PM to 8AM)	10 AM To 4 PM
01-04-2017	Saturday	Suresh	Raman	Rajesh	Shanti Saroop
02-04-2017	Sunday	Rabia/Varinder	Milap/Sunil	Vikas	
03-04-2017	Monday	Sudershan	Raman	Sandeep	
04-04-2017	Tuesday	Raman	Sudershan	Varinder	
05-04-2017	Wednesday	Sudershan	Raman	Rajesh	
06-04-2017	Thursday	Varinder	Sandeep	Raman	
07-04-2017	Friday	Vikas	Sudershan	Milap	
08-04-2017	Saturday	Varinder	Raman	Sandeep	
09-04-2017	Sunday	Darshan/Yograj	Vikas/Rajesh	Sunil	
10-04-2017	Monday	Sudershan	Sandeep	Varinder	
11-04-2017	Tuesday	Sudershan	Raman	Milap	
12-04-2017	Wednesday	Varinder	Sandeep	Raman	
13-04-2017	Thursday	Sunil	Sudershan	Suresh	
14-04-2017	Friday	Sudershan	Sandeep	Vikas	
15-04-2017	Saturday	Raman	Suresh	Rajesh	
16-04-2017	Sunday	Anuradha/Shanti	Sandeep/Suresh	Raman	
17-04-2017	Monday	Sudershan	Sunil	Sandeep	
18-04-2017	Tuesday	Sudershan	Suresh	Sunil	
19-04-2017	Wednesday	Varinder	Sandeep	Rajesh	
20-04-2017	Thursday	Sunil	Sandeep	Vikas	
21-04-2017	Friday	Raman	Sunil	Milap	
22-04-2017	Saturday	Varinder	Sudershan	Sandeep	
23-04-2017	Sunday	Sonali/Satish	Ranjeet/Raman	Suresh	
24-04-2017	Monday	Raman	Sudershan	Varinder	
25-04-2017	Tuesday	Sudershan	Sandeep	Raman	
26-04-2017	Wednesday	Suresh	Sandeep	Sunil	
27-04-2017	Thursday	Varinder	Raman	Sandeep	
28-04-2017	Friday	Milap	Sudershan	Suresh	
29-04-2017	Saturday	Vikas	Sandeep	Raman	
30-04-2017	Sunday	Baby/Kuldev	Shanti/Sudershan	Varinder	

Mr. Shanti Saroop will attend duty in the CAC From 10.00 AM to 4.00 PM.

- NOTE:-**
1. Nobody will leave the C.A.C. till the arrival of the reliever..
 2. If the official on duty has to avail any kind of leave he/she has to make an alternative arrangement of the duty with written information to the office.
 3. Staff not on roster duty will attend routine duty w.e.f. 10 AM to 4 PM


Medical Record Officer
Govt. Medical College Hospital
Jammu

Dated: 29/03/2017

No.:-MRD/Roster/ 1473

Copy to:-

1. Administrator, Associated Hospital, Jammu for information
2. Medical Superintendent, Govt. Medical Medical College Hospital, Jammu for information
3. Deputy Medical Supdt. Govt. Medical College Hospital, Jammu for information.
4. RMO, I/c Emergency, Govt. Medical College Hospital, Jammu for information.
5. Matron, Govt. Medical College Hospital, Jammu for information.
6. I/C Central Admission Counter, GMCH Jammu for information.
7. Mr. Dewan Chand, I/c Computer Section GMC Jammu for information