



BY SPEED POST
MNG-01/Admn/RTI-Corres/05-11/319
March 6, 2019

To
Dr. A. Amarender Reddy
Flat No.402, H.No.11-6-360
Vijay Residency, Cherukuthota Colony
Saroor Nagar,
Hyderabad – 500035.
anugu.amarender.reddy@gmail.com, 7042361439

Sub:- Information under RTI Act, 2005 – Information sought - Reg.

Ref:- Online RTI application No. NIAEM/R/2019/50004, dated 07/02/2019 – Reg.

Sir,

This is with reference to your RTI application cited above, requested MANAGE to provide information under RTI Act, 2005. The information sought is furnished pointwise in the enclosed **ANNEXURE** for your information.

If the applicant is not satisfied with the information, you may file an appeal to the First Appellate Authority within 30 days of receipt of reply of CPIO. The name, designation and complete address of the First Appellate Authority of this Institute is as under:-

Smt. V. Usha Rani, IAS

Director General

National Institute of Agricultural Extension Management (MANAGE),

Rajendranagar, HYDERABAD – 500 030 (TS)

Ph: 040-24015253 (O), Fax: 040-24015388

Email: dgmanage@manage.gov.in

Yours sincerely,

Central Public Information Officer (CPIO)

राष्ट्रीय कृषि विस्तार प्रबंध संस्थान (मैनेज)

(कृषि एवं किसान कल्याण मंत्रालय, भारत सरकार का संगठन, राजेन्द्रनगर, हैदराबाद - 500 030 टी.एस. भारत)

NATIONAL INSTITUTE OF AGRICULTURAL EXTENSION MANAGEMENT (MANAGE)

(An organization of Ministry of Agriculture and Farmers Welfare, Government of India)

Rajendranagar, Hyderabad - 500 030 T.S. India

Telephone : +91 (040) 24594509, Grams : MANAGE

Fax : +91 (040) 24015388, Web: manage.gov.in

ANNEXURE

MNG-01/Admn/RTI-Corres/09-11/319

March 6, 2019



Sub:- Information under RTI Act, 2005 – Information sought - Reg.

Ref:- Online RTI application No. NIAEM/R/2019/50004, dated 07/02/2019 – Reg.

In response to the reference cited above following information is furnished.

Sl.No.	RTI Question	Reply
1.	Whether MANAGE admin prepared Monthly Consolidated Attendance Reports (MCARs) for every month from November 2016 to September 2018	Report is generated by IT Division as and when demanded. For the month of Feb.2018, a report of only those employees, who came late to office on three or more occasions was generated. For the month of August 2018, a report indicating average in time and average out time of MANAGE employees was generated. For the month of September 2018, a report of only those MANAGE employees who came late to office was generated.
2.	If yes, provide copies of MCARs for the period mentioned above	Copies of above said reports are enclosed.
3.	Whether these MCARs are circulated and authenticated by employees concerned	The employees who came late on more than three occasions in a month were issued Memos seeking explanation.
4.	If, MANAGE did not prepared Monthly Consolidated Attendance Reports (MCARs), basis on which MANAGE released monthly salaries to every employee.	Based on absentee statement
5.	Who is responsible for preparation, authentication and circulation of MCARs to employees	IT division is responsible for generation of MCARs
6.	If, MANAGE administration prepared Monthly Consolidated Attendance Reports (MCARs), whether the same is used for monitoring of the employee attendance for every month	IT division provides such reports to the concerned division/unit whenever demanded.
7.	If, MANAGE admin use MCARs for monitoring of attendance and giving feedback for improvement in attendance, what is the periodicity of circulating MCARs to all the employees, whether it is daily or weekly or monthly or half-yearly or yearly	Refer to reply Sl.No.6 above

8.	Mention periodicity of circulation of MCARs among employees. Provide the copies of the same along with employee signatures (as proof that MANAGES is circulating MCARs among employees each month) from November 2016 to September 2018.	Refer to reply SI.No.6 above
9.	Whether MANAGE is given feedback to each employee regarding his or her attendance based on MCARs for rectification or corrections periodically. What is the periodicity Whether it was daily or weekly or monthly or quarterly or half-yearly or yearly or not giving any feedback (attach copies of the same along with signatures of the employees)	Whenever report is generated, it is submitted to Director General for information
10.	If MANAGE is not prepared and finalized MCARs every month, on what basis MANAGE released the employee salaries every month from November 2016 to September 2018.	Refer to reply to the query No.4
11.	Whether any action like giving warning, issuing memo, withholding/deduction of salary is taken against any employee based on MACRs.	Yes


 Central Public Information Officer (CPIO)

Report of MANAGE employees Attendance during the month of Feb, 2018

Sr. No.	Name of the employee	In time	Out time
1	Dr. A. Amarender Reddy	2/2/2018 10:06 14-02-2018 09:47:46 20-02-2018 09:17:32	2/2/2018 17:29 14-02-2018 17:07:27 20-02-2018 16:29:10
2	Dr. B. Renuka Rani	22-02-2018 09:23:55	22-02-2018 17:11:32
3	Smt. Waheeda Munawer	5/2/2018 9:51 6/2/2018 9:47 9/2/2018 9:51 16-02-2018 09:55:10	5/2/2018 17:47 6/2/2018 17:46 9/2/2018 17:46 16-02-2018 17:45:23
4	Dr. Deshmukh Sagar Surendra	19-02-2018 11:51:55	19-02-2018 18:51:20
5	Dr. G. Jaya	12/2/2018 10:20	12/2/2018 17:38
6	Dr. K. Anand Reddy	6/2/2018 13:29 13-02-2018 08:56:28 14-02-2018 09:40:36	6/2/2018 17:45 13-02-2018 16:38:54 14-02-2018 17:28:33
7	Dr. K. Sai Maheshwari	2/2/2018 9:36	2/2/2018 17:33
8	Dr. K. Srivally	13-02-2018 09:01:17	13-02-2018 14:01:11
9	Dr. K. Uma Rani	7/2/2018 9:45 8/2/2018 9:31 28-02-2018 10:23:12	7/2/2018 17:37 8/2/2018 17:22 28-02-2018 17:42:58
10	Dr. Lakshmi Murty	22-02-2018 09:24:06	22-02-2018 17:06:33
11	Dr. M.A. Kareem	12/2/2018 9:53	12/2/2018 17:30
12	Dr. N. Balasubramani	3/2/2018 14:35 10/2/2018 10:33 17-02-2018 10:01:45 25-02-2018 09:46:53	3/2/2018 19:01 10/2/2018 18:09 17-02-2018 14:11:16 25-02-2018 13:55:51
13	Dr. P. Chandra Shekara	3/2/2018 9:54 7/2/2018 9:33 17-02-2018 09:50:09	3/2/2018 15:08 7/2/2018 13:09 17-02-2018 16:30:44
14	Dr. P. Kanaka Durga	13-02-2018 10:16:31 21-02-2018 09:08:58	13-02-2018 17:33:23 21-02-2018 16:53:20
15	Dr. P. Lakshmi Manohari	26-02-2018 09:48:54 27-02-2018 09:32:50 28-02-2018 09:48:49	26-02-2018 17:25:15 27-02-2018 17:22:17 28-02-2018 17:23:44

Sr. No.	Name of the employee	In time	Out time
16	Dr. Saravanan Raj	3/2/2018 12:51	3/2/2018 19:01
17	Ms. A. Ronitha	14-02-2018 09:47:34 20-02-2018 09:59:13 21-02-2018 09:33:07 26-02-2018 09:38:27	14-02-2018 17:40:00 20-02-2018 17:24:48 21-02-2018 13:58:35 26-02-2018 17:31:03
18	Shri. B. Yadagiri	13-02-2018 09:00:09 20-02-2018 09:45:49	13-02-2018 16:01:57 20-02-2018 17:36:13
19	Shri. C. Narayana	13-02-2018 09:13:48	13-02-2018 16:02:54
20	Shri. Ch. Naga Mallikarjuna Rao	23-02-2018 09:17:36	23-02-2018 13:15:27
21	Shri. E. Nagabhushanam	10/2/2018 9:52 24-02-2018 10:42:26	10/2/2018 17:14 24-02-2018 16:08:39
22	Shri. E. Rajasekhar	5/2/2018 9:45	5/2/2018 17:36
23	Shri. K. Jagan Mohan Rao	12/2/2018 9:44	12/2/2018 17:35
24	Shri. K. Venkateshwar Rao	20-02-2018 09:12:45	20-02-2018 14:00:40
25	Shri. M. Shiva Kumar	14-02-2018 09:56:13	14-02-2018 17:39:37
26	Shri. N. G. Kotaiah	14-02-2018 10:43:06 28-02-2018 09:51:35	14-02-2018 18:17:57 28-02-2018 17:29:21
27	Shri. N. Shivalingam	2/2/2018 9:38	2/2/2018 17:34
28	Shri. P. John Manoj	8/2/2018 10:06 16-02-2018 10:09:58 28-02-2018 11:41:46	8/2/2018 17:42 16-02-2018 17:50:58 28-02-2018 17:49:00
29	Smt. B. Meenakshi	14-02-2018 09:55:19 17-02-2018 10:21:23 21-02-2018 09:44:06	14-02-2018 17:53:15 17-02-2018 16:53:10 21-02-2018 17:40:48
30	Smt. G. Sandhya Rani	21-02-2018 09:34:09	21-02-2018 17:21:23
31	Smt. J. Vijaya	1/2/2018 9:35 5/2/2018 9:52 12/2/2018 9:59 13-02-2018 09:31:57 16-02-2018 09:29:39 19-02-2018 09:33:10 21-02-2018 09:32:44 22-02-2018 09:37:12 26-02-2018 09:58:35 27-02-2018 09:50:18	1/2/2018 17:28 5/2/2018 17:25 12/2/2018 17:31 13-02-2018 16:34:22 16-02-2018 17:24:37 19-02-2018 17:22:36 21-02-2018 17:32:23 22-02-2018 17:25:47 26-02-2018 17:31:50 27-02-2018 17:31:20

Sr. No.	Name of the employee	In time	Out time
32	Smt. K. Uma Maheshwari	1/2/2018 9:49 5/2/2018 9:47 6/2/2018 9:44 20-02-2018 09:44:56 26-02-2018 09:56:44	1/2/2018 17:37 5/2/2018 17:30 6/2/2018 17:30 20-02-2018 17:36:46 26-02-2018 17:39:59
33	Smt. N. Asha Latha	14-02-2018 09:31:35	14-02-2018 17:20:15
34	Smt. N. Usha Rani	23-02-2018 12:09:38	23-02-2018 17:37:40
35	Smt. P. Jyothi	17-02-2018 09:59:29 22-02-2018 09:23:57	17-02-2018 14:09:13 22-02-2018 17:10:34
36	Smt. V. Mangamma	13-02-2018 09:46:48 14-02-2018 10:00:37 28-02-2018 09:50:04	13-02-2018 17:03:46 14-02-2018 17:38:46 28-02-2018 17:46:43

Attendance Register Detailed View Report

Organization Name: National Institute of Agricultural Extension Management (MANAGE) - Telangana

Name: Hyderabad Division/Unit: Month/Year: 08 - 2018

Sl. No.	Name of the Employee	Status	Average In Time	Average Out Time
1	Shri Amgothu Hanumanthu	Multi Tasking Staff	9:10:29	17:58:41
2	Shri D. Yadaiah	Staff Car Driver	8:29:07	18:14:05
3	Shri. B. Eilamaiah	Multi Tasking Staff	9:09:06	17:35:37
4	Shri. B. Mallesha	Driver	9:15:17	17:38:17
5	Shri. B. Sattaiah	Multi Tasking Staff	8:51:41	17:34:30
6	Shri. E. Rajasekhar	Office Supdt.	8:58:07	18:03:21
7	Shri. G.S. Padma Rao	Binder	9:13:34	17:12:56
8	Shri. Girjesh Joshi	Housekeeper	8:48:02	18:10:52
9	Shri. K. Krishna Murthy	Staff Car Driver	9:03:24	17:17:34
10	Shri. Mohammed Raheem	Staff Car Driver	8:09:55	19:48:19
11	Shri. S. Satyanarayana	Staff Car Driver	7:24:12	17:24:34
12	Shri. Shridhar Khiste	Deputy Director (A)	9:16:54	18:24:25
13	Shri. T. Phani Kumar	Junior Steno	9:07:17	18:33:34
14	Smt. K. Kamala	UDC	8:54:58	17:31:34
15	Smt. N. Usha Rani	PS to DG	9:10:41	17:26:35
16	Shri Ramakrishna Nasagoni	UDC	9:12:53	17:38:59
17	Shri. B. Yadagiri	Multi Tasking Staff	9:10:39	16:53:46
18	Shri. Ch. Naga Mallikarjuna Rao	AAO	9:21:19	18:37:02
19	Shri. K. Jagan Mohan Rao	RCCT	9:13:18	17:46:31
20	Shri. P. Rama Murty	Cashier	9:37:45	18:16:31
21	Smt. G. Sandhya Rani	UDC	9:24:31	17:45:12
22	Smt. M. Bhagya Lakshmi	Assistant Cashier	9:17:28	17:55:51
23	Smt. V. Mangamma	Senior Accountant	9:39:15	15:48:07
24	Dr. B. Renuka Rani	Asst. Director	9:12:12	17:09:52
25	Dr. B. Venkat Rao	Research Associate	9:29:37	17:54:47
26	Dr. K. Sai Maheshwari	Research Associate	9:52:25	17:28:28
27	Dr. Karabasayya C. Gummagolmath	Deputy Director	9:08:10	18:10:14
28	Dr. M.A. Kareem	Deputy Director	9:10:39	17:20:41
29	Dr. P. Kanaka Durga	Research Associate	9:32:19	17:58:10
30	Dr. P. Lakshmi Manohari	Assistant Director	9:21:00	17:06:40
31	Dr. Saravanan Raj	Director	9:08:37	18:00:31
32	Dr. Shahaji Sambhaji Phand	Assistant Director	9:16:42	18:49:52
33	Dr. Jabir Ali	Director	8:58:08	18:07:40
34	Dr. Shalendra	Deputy Director	8:59:02	17:26:12
35	Dr. Veenita Kumari	Deputy Director	9:44:45	16:58:55
36	Dr. Lakshmi Murty	Deputy Director	9:25:50	17:12:02
37	Shri. A. Krishna Murthy	Doc. Assistant	9:28:02	17:42:15
38	Shri. G. Narsimulu	Multi Tasking Staff	9:14:05	17:22:18
39	Shri. T. Nagaraju	Junior Accountant	9:30:58	18:28:13
40	Dr. A. Srinivasacharyulu	Program Officer	9:36:51	17:53:02
41	Dr. G. Jaya	Deputy Director	9:06:19	17:32:55
42	Shri. C. Narayana	Multi Tasking Staff	9:06:44	17:24:26
43	Smt. P. Jyothi	Junior Stenographer	9:13:40	17:15:59

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Sl. No.	Name of the Employee	Status	Average In Time	Average Out Time
44	Dr. B.K. Paty	Director	8:37:50	17:49:52
45	Dr. N. Balasubramani	Deputy Director	9:20:55	17:59:34
46	Ms. A. Ronitha	Junior Stenographer	9:23:00	17:34:18
47	Smt. B. Meenakshi	Senior Stenographer	9:23:21	17:50:30
48	Smt. J. Vijaya	Multi Tasking Staff	9:51:58	17:16:33
49	Shri. A. Veeraiah	Junior Engineer(elect.)	9:17:19	18:21:04
50	Shri. N. Raghupathi	Plumber	8:50:02	18:18:51
51	Shri. P. John Manoj	Assist. engineer (C)	9:34:46	18:28:52
52	Dr. K. Anand Reddy	Director	8:53:40	19:43:05
53	Shri. G. Rajababu	Multi Tasking Staff	8:41:55	17:21:41
54	Shri. M. Shiva Kumar	Junior Accountant	9:17:07	17:55:36
55	Smt. P. Bharathi Rani	Senior Stenographer	9:37:18	17:46:36
56	Smt. K. Uma Maheshwari	Senior Stenographer	9:28:04	17:05:51
57	Smt. Waheeda Munawer	Junior Accountant	9:32:20	17:34:08
58	Dr. K. Srivally	Hindi Translator	9:11:33	17:19:48
59	Shri. Bh. Chakradhar Rao	E D P Assistant	9:13:41	17:15:58
60	Shri. G. Bhaskar	Assistant Director	9:21:53	17:23:56
61	Shri. K. Venkateshwar Rao	Computer Programmer	8:54:43	17:12:54
62	Shri. M. Srinivasa Rao	E D P Assistant	9:11:03	17:05:24
63	Shri. M. Venu Gopal	E D P Assistant	9:03:46	19:26:44
64	Smt. B. Ramani	Senior Stenographer	9:11:00	17:14:29
65	Dr. Deshmukh Sagar Surendra	Training Associate	8:52:29	18:10:02
66	Shri. K. Uday Varma	Telephone Operator	9:25:13	17:36:26
67	Shri. N. G. Kotaiah	Multi Tasking Staff	9:16:48	17:19:34
68	Shri. N. Shivalingam	Multi Tasking Staff	9:20:51	17:21:37
69	Smt. N. Asha Latha	Senior Scale Steno	9:43:22	17:02:32
70	Shri. E. Nagabhushanam	Stores Officer	9:11:20	16:54:04
71	Shri. Sunil Kumar	Mess Manager	8:35:14	18:26:16
72	Dr. Radha Rukmini	Medical Officer	9:56:31	17:50:29

Attendance Register Detailed View Report

Orgn: Division Name: National Institute of Agricultural Extension Management (MANAGE) - Telangana Office Name: Hyderabad Division/Unit: Month/Year: 09 - 2018

Sno	Name of the employee & Designation	Designation	Date	Status	In Time	Out Time	Duration
21	D. Yadaiah	Staff car Driver	21-9-2018	P	11:07:20	17:58:43	6:51:23
12	Shri. B. Ellamaiah	Multi Tasking Staff	12/9/2018	P	9:36:37	17:34:09	7:57:32
10	Shri. B. Mallesha	Driver	10/9/2018	P	9:34:47	17:45:08	8:10:21
18	Shri. B. Mallesha	Driver	18-9-2018	P	10:25:32	17:37:43	7:12:11
3	Shri. E. Rajasekhar	Office Superintendent	3/9/2018	P	9:43:31	18:58:31	9:15:00
14	Shri. E. Rajasekhar	Office Superintendent	14-9-2018	P	9:48:04	18:14:43	8:26:39
7	Shri. Girjesh Joshi	House Keeper	7/9/2018	P	9:46:24	18:44:14	8:57:50
10	Shri. Girjesh Joshi	House Keeper	10/9/2018	P	9:51:28	19:36:36	9:45:08
20	Shri. Girjesh Joshi	House Keeper	20-9-2018	P	10:31:31	19:05:07	8:33:36
26	Shri. Girjesh Joshi	House Keeper	26-9-2018	P	9:46:37	17:25:09	7:38:32
12	Shri. Mohammed Raheem	Staff Car Driver	12/9/2018	P	9:33:20	22:03:07	12:29:47
13	Shri. Mohammed Raheem	Staff Car Driver	13-9-2018	P	12:07:45	19:12:34	7:04:49
28	Shri. Mohammed Raheem	Staff Car Driver	28-9-2018	P	9:48:49	20:41:12	10:52:23
14	Shri. Shridhar Khiste	Deputy Director (admin)	14-9-2018	P	9:35:00	18:33:28	8:58:28
18	Shri. Shridhar Khiste	Deputy Director (admin)	18-9-2018	P	9:44:36	18:26:37	8:42:01
12	Shri. T. Phani Kumar	Junlor Stenographer	12/9/2018	P	9:34:00	18:51:07	9:17:07
6	Smt. N. Usha Rani	Ps To Director General	5/9/2018	P	9:31:38	17:35:50	8:04:12
7	Smt. N. Usha Rani	Ps To Director General	7/9/2018	P	10:48:30	17:36:59	6:48:29
14	Shri. Ch. Nago Mallikarjuna Rao	Assistant Accounts Officer	14-9-2018	P	9:33:15	18:55:03	9:21:48
4	Shri. K. Jagan Mohan Rao	Receptionist-cum-caretaker	4/9/2018	P	9:38:50	17:38:01	7:59:11
17	Shri. K. Jagan Mohan Rao	Receptionist-cum-caretaker	17-9-2018	P	9:37:51	17:30:53	7:53:02
25	Shri. K. Jagan Mohan Rao	Receptionist-cum-caretaker	25-9-2018	P	9:39:30	17:31:14	7:51:44
27	Shri. K. Jagan Mohan Rao	Receptionist-cum-caretaker	27-9-2018	P	9:37:54	17:37:32	7:59:38
5	Shri. P. Rama Murty	Cashier	5/9/2018	P	9:54:53	17:53:17	7:58:24
6	Shri. P. Rama Murty	Cashier	6/9/2018	P	10:00:24	18:00:46	8:00:22
14	Shri. P. Rama Murty	Cashier	14-9-2018	P	9:56:27	18:34:03	8:37:36
27	Shri. P. Rama Murty	Cashier	27-9-2018	P	9:45:07	18:34:34	8:49:27
28	Shri. P. Rama Murty	Cashier	28-9-2018	P	9:39:05	18:23:10	8:44:05
14	Smt. G. Sandhya Rani	Upper Division Clerk	14-9-2018	P	9:37:18	17:48:13	8:10:55
19	Smt. G. Sandhya Rani	Upper Division Clerk	19-9-2018	P	9:34:11	17:48:39	8:14:28
25	Smt. G. Sandhya Rani	Upper Division Clerk	25-9-2018	P	9:36:16	17:43:33	8:07:17
26	Smt. G. Sandhya Rani	Upper Division Clerk	26-9-2018	P	9:31:34	17:39:50	8:08:16
18	Smt. V. Mangamma	Senior Accountant	18-9-2018	P	9:31:49	17:38:19	8:06:30
26	Smt. V. Mangamma	Senior Accountant	26-9-2018	P	9:31:57	17:37:46	8:05:49
28	Smt. V. Mangamma	Senior Accountant	28-9-2018	P	9:33:10	17:42:59	8:09:49
6	Dr. B. Venkat Rao	Research Associate	5/9/2018	P	9:36:58	18:31:07	8:54:09
7	Dr. B. Venkat Rao	Research Associate	7/9/2018	P	9:42:29		
11	Dr. B. Venkat Rao	Research Associate	11/9/2018	P	9:41:05	18:23:55	8:42:50
12	Dr. B. Venkat Rao	Research Associate	12/9/2018	P	9:51:11	17:41:33	7:50:22
14	Dr. B. Venkat Rao	Research Associate	14-9-2018	P	9:35:40	18:27:37	8:51:57
17	Dr. B. Venkat Rao	Research Associate	17-9-2018	P	9:50:50	18:13:35	8:22:45
19	Dr. B. Venkat Rao	Research Associate	19-9-2018	P	9:33:21	19:30:51	9:57:30
20	Dr. B. Venkat Rao	Research Associate	20-9-2018	P	9:49:58	18:28:37	8:38:39
24	Dr. B. Venkat Rao	Research Associate	24-9-2018	P	9:37:12	21:51:03	12:13:51
25	Dr. B. Venkat Rao	Research Associate	25-9-2018	P	9:46:24	17:56:26	8:10:02
26	Dr. B. Venkat Rao	Research Associate	26-9-2018	P	9:43:43	18:01:13	8:17:30
28	Dr. B. Venkat Rao	Research Associate	28-9-2018	P	9:37:50	18:25:37	8:47:47
3	Dr. Karahasayya C. Gummalamath	Deputy Director	3/9/2018	P	9:36:04	17:56:02	8:19:58
7	Dr. M.A. Kareem	Deputy Director	7/9/2018	P	9:32:10	9:42:21	0:10:11
12	Dr. M.A. Kareem	Deputy Director	12/9/2018	P	9:37:57	17:26:13	7:48:16
13	Dr. M.A. Kareem	Deputy Director	13-9-2018	P	9:44:32		
3	Dr. P. Kanaka Durga	Research Associate	3/9/2018	P	9:35:04	17:25:19	7:50:15
14	Dr. P. Kanaka Durga	Research Associate	14-9-2018	P	9:37:51	17:37:13	7:59:22
26	Dr. P. Kanaka Durga	Research Associate	26-9-2018	P	9:35:20		
10	Dr. P. Lakshmi Manohari	Assistant Director	10/9/2018	P	9:42:46	17:27:32	7:44:46
11	Dr. P. Lakshmi Manohari	Assistant Director	11/9/2018	P	9:35:31	17:36:47	8:01:16

Sno	Name of the employee & Designation	Designation	Date	Status	In Time	Out Time	Duration
12	Dr. P. Lakshmi Manohari	Assistant Director	12/9/2018	P	10:17:45	17:28:59	7:11:14
18	Dr. P. Lakshmi Manohari	Assistant Director	18-9-2018	P	9:32:03	17:23:14	7:51:11
20	Dr. P. Lakshmi Manohari	Assistant Director	20-9-2018	P	9:41:28	17:33:00	7:51:32
26	Dr. P. Lakshmi Manohari	Assistant Director	26-9-2018	P	9:37:44	17:49:58	8:12:14
27	Dr. P. Lakshmi Manohari	Assistant Director	27-9-2018	P	9:47:50	17:38:08	7:50:18
17	Dr. Shahaji Sambhaji Phand	Assistant Director	17-9-2018	P	9:34:28	18:32:20	8:57:52
19	Dr. Shahaji Sambhaji Phand	Assistant Director	19-9-2018	P	9:39:56	17:01:36	7:21:40
24	Jabir Ali	Director	24-9-2018	P	9:47:57		
17	Veenita Kumari	Deputy Director	17-9-2018	P	9:31:47	17:43:46	8:11:59
20	Veenita Kumari	Deputy Director	20-9-2018	P	9:34:22	17:56:47	8:22:25
6	Shri. A. Krishna Murthy	Documentation Assistant	6/9/2018	P	9:32:05	17:43:10	8:11:05
11	Shri. A. Krishna Murthy	Documentation Assistant	11/9/2018	P	9:35:28	17:45:30	8:10:02
12	Shri. A. Krishna Murthy	Documentation Assistant	12/9/2018	P	10:03:47	17:48:39	7:44:52
14	Shri. A. Krishna Murthy	Documentation Assistant	14-9-2018	P	9:31:57	17:45:26	8:13:29
18	Shri. A. Krishna Murthy	Documentation Assistant	18-9-2018	P	9:32:22	17:43:06	8:10:44
20	Shri. A. Krishna Murthy	Documentation Assistant	20-9-2018	P	9:32:02	17:48:35	8:16:33
25	Shri. A. Krishna Murthy	Documentation Assistant	25-9-2018	P	9:43:50	17:44:52	8:01:02
26	Shri. A. Krishna Murthy	Documentation Assistant	26-9-2018	P	9:32:17	17:42:02	8:09:45
27	Shri. A. Krishna Murthy	Documentation Assistant	27-9-2018	P	9:36:04	17:48:50	8:12:46
3	Shri. T. Nagaraju	Junior Accountant	3/9/2018	P	9:31:21	17:58:54	8:27:33
4	Shri. T. Nagaraju	Junior Accountant	4/9/2018	P	9:32:02	18:10:33	8:38:31
6	Shri. T. Nagaraju	Junior Accountant	6/9/2018	P	9:31:22	17:50:18	8:18:56
7	Shri. T. Nagaraju	Junior Accountant	7/9/2018	P	9:42:29	18:18:05	8:35:36
12	Shri. T. Nagaraju	Junior Accountant	12/9/2018	P	10:19:08	18:53:19	8:34:11
17	Shri. T. Nagaraju	Junior Accountant	17-9-2018	P	9:50:17	17:52:00	8:01:43
19	Shri. T. Nagaraju	Junior Accountant	19-9-2018	P	9:32:25	17:57:25	8:25:00
20	Shri. T. Nagaraju	Junior Accountant	20-9-2018	P	9:32:10	17:48:47	8:16:37
24	Shri. T. Nagaraju	Junior Accountant	24-9-2018	P	10:03:45	22:16:25	12:12:40
11	Dr. A. Srinivasacharyulu	Program Officer	11/9/2018	P	9:36:31	18:25:38	8:49:07
12	Dr. A. Srinivasacharyulu	Program Officer	12/9/2018	P	9:50:54	17:39:45	7:48:51
21	Dr. N. Balasubramani	Deputy Director	21-9-2018	P	11:41:39	17:32:37	5:50:58
4	Ms. A. Ronitha	Junior Stenographer	4/9/2018	P	9:32:18	17:33:57	8:01:39
5	Ms. A. Ronitha	Junior Stenographer	5/9/2018	P	10:07:39	17:37:58	7:30:19
6	Ms. A. Ronitha	Junior Stenographer	6/9/2018	P	9:48:54	17:33:24	7:44:30
11	Ms. A. Ronitha	Junior Stenographer	11/9/2018	P	9:39:05		
19	Ms. A. Ronitha	Junior Stenographer	19-9-2018	P	9:56:24	17:29:26	7:33:02
24	Ms. A. Ronitha	Junior Stenographer	24-9-2018	P	10:12:16	17:38:30	7:26:14
25	Ms. A. Ronitha	Junior Stenographer	25-9-2018	P	9:39:20	18:07:59	8:23:39
26	Ms. A. Ronitha	Junior Stenographer	26-9-2018	P	9:44:04		
6	Smt. B. Meenakshi	Senior Stenographer	6/9/2018	P	10:50:17	17:59:45	7:09:28
7	Smt. B. Meenakshi	Senior Stenographer	7/9/2018	P	9:43:04	17:40:01	8:05:57
12	Smt. B. Meenakshi	Senior Stenographer	12/9/2018	P	9:51:46	17:51:06	7:59:20
18	Smt. B. Meenakshi	Senior Stenographer	18-9-2018	P	9:55:20	17:49:28	7:54:08
25	Smt. B. Meenakshi	Senior Stenographer	25-9-2018	P	9:41:40	17:50:23	8:08:43
27	Smt. B. Meenakshi	Senior Stenographer	27-9-2018	P	9:44:28	17:34:20	7:49:52
11	Smt. J. Vijaya	Multi Tasking Staff	11/9/2018	P	9:40:54	17:34:40	7:53:46
12	Smt. J. Vijaya	Multi Tasking Staff	12/9/2018	P	10:03:26		
28	Smt. J. Vijaya	Multi Tasking Staff	28-9-2018	P	9:36:58	17:35:20	7:58:22
21	Shri. A. Veerajah	Junior Engineer(elect.)	21-9-2018	P	10:14:25		
6	Shri. P. John Manoj	Assistant Engineer (Civil)	6/9/2018	P	9:39:29	17:39:22	7:59:53
11	Shri. P. John Manoj	Assistant Engineer (Civil)	11/9/2018	P	9:31:02	18:07:39	8:36:37
12	Shri. P. John Manoj	Assistant Engineer (Civil)	12/9/2018	P	9:49:29	18:14:45	8:25:16
14	Shri. P. John Manoj	Assistant Engineer (Civil)	14-9-2018	P	9:33:57	18:10:34	8:36:37
18	Shri. P. John Manoj	Assistant Engineer (Civil)	18-9-2018	P	9:33:28	19:00:19	9:26:51
28	Shri. P. John Manoj	Assistant Engineer (Civil)	28-9-2018	P	9:34:50	19:08:00	9:33:16
4	Dr. K. Anand Reddy	Director	4/9/2018	P	14:16:55	19:31:05	5:14:10
15	Dr. K. Anand Reddy	Director	19-9-2018	P	10:43:03	17:21:18	6:38:15
6	Shri. M. Shiva Kumar	Junior Accountant	6/9/2018	P	9:34:51	17:44:52	8:10:01
10	Shri. M. Shiva Kumar	Junior Accountant	10/9/2018	P	9:31:20	17:56:21	8:25:01

Sno	Name of the employee & Designation	Designation	Date	Status	In Time	Out Time	Duration
12	Shri. M. Shiva Kumar	Junior Accountant	12/9/2018	P	9:47:16	17:31:44	7:44:28
21	Smt. P. Bharathi Rani	Senior Stenographer	21-9-2018	P	9:33:46	18:00:14	8:26:28
4	Smt. K. Uma Maheshwari	Senior Stenographer	4/9/2018	P	9:32:02	17:31:13	7:59:11
6	Smt. K. Uma Maheshwari	Senior Stenographer	6/9/2018	P	9:36:42	17:30:43	7:54:01
27	Smt. K. Uma Maheshwari	Senior Stenographer	27-9-2018	P	9:47:01	17:35:06	7:48:05
28	Smt. K. Uma Maheshwari	Senior Stenographer	28-9-2018	P	9:42:37	17:33:47	7:51:10
3	Smt. Waheeda Munawer	Junior Accountant	3/9/2018	P	9:44:36	17:46:24	8:01:48
4	Smt. Waheeda Munawer	Junior Accountant	4/9/2018	P	9:54:16	17:50:59	7:56:43
5	Smt. Waheeda Munawer	Junior Accountant	5/9/2018	P	9:43:20	17:56:35	8:13:15
6	Smt. Waheeda Munawer	Junior Accountant	6/9/2018	P	9:44:15	17:59:28	8:15:13
7	Smt. Waheeda Munawer	Junior Accountant	7/9/2018	P	9:56:39	18:03:56	8:07:17
12	Smt. Waheeda Munawer	Junior Accountant	12/9/2018	P	9:33:47	17:38:37	8:04:50
18	Smt. Waheeda Munawer	Junior Accountant	18-9-2018	P	9:33:13	17:45:21	8:12:08
19	Smt. Waheeda Munawer	Junior Accountant	19-9-2018	P	9:32:03	17:49:47	8:17:44
12	Shri. Bh. Chakradhar Rao	E D P Assistant	12/9/2018	P	9:32:36	17:19:37	7:47:01
14	Shri. Bh. Chakradhar Rao	E D P Assistant	14-9-2018	P	9:53:07	17:27:05	7:33:58
12	Shri. K. Venkateshwar Rao	Computer Programmer	12/9/2018	P	9:36:35	17:35:15	7:58:40
7	Shri. M. Venu Gopal	E D P Assistant	7/9/2018	P	13:54:08	21:24:55	7:30:47
17	Shri. M. Venu Gopal	E D P Assistant	17-9-2018	P	14:25:22	19:08:03	4:42:41
25	Shri. M. Venu Gopal	E D P Assistant	25-9-2018	P	9:41:38	19:59:45	10:18:07
26	Shri. M. Venu Gopal	E D P Assistant	26-9-2018	P	9:46:44	21:35:58	11:49:14
6	Smt. N. Asha Latha	Senior Scale Stenographer	6/9/2018	P	9:43:09		
7	Smt. N. Asha Latha	Senior Scale Stenographer	7/9/2018	P	9:37:03	17:34:21	7:57:18
12	Smt. N. Asha Latha	Senior Scale Stenographer	12/9/2018	P	9:32:15		
10	Smt. N. Asha Latha	Senior Scale Stenographer	19-9-2018	P	9:33:26	17:35:25	8:01:59
25	Smt. N. Asha Latha	Senior Scale Stenographer	25-9-2018	P	9:44:26	17:33:01	7:48:35
17	Shri. E. Nagabhushanam	Stores Officer	17-9-2018	P	9:44:48	17:41:43	7:56:55
27	Shri. E. Nagabhushanam	Stores Officer	27-9-2018	P	9:37:53	17:33:59	7:56:06
4	Dr. Radha Rukmini	Medical Officer	4/9/2018	P	9:40:09	18:26:33	8:46:24
5	Dr. Radha Rukmini	Medical Officer	5/9/2018	P	9:43:08	18:27:41	8:44:33
6	Dr. Radha Rukmini	Medical Officer	6/9/2018	P	9:32:27	18:33:00	9:00:33
7	Dr. Radha Rukmini	Medical Officer	7/9/2018	P	9:36:42	18:45:04	9:08:22
11	Dr. Radha Rukmini	Medical Officer	11/9/2018	P	9:35:10	18:28:52	8:53:42
12	Dr. Radha Rukmini	Medical Officer	12/9/2018	P	9:47:11	18:30:26	8:43:15
18	Dr. Radha Rukmini	Medical Officer	18-9-2018	P	9:33:09	18:31:08	9:00:59
19	Dr. Radha Rukmini	Medical Officer	19-9-2018	P	9:37:04	18:41:44	9:04:40
20	Dr. Radha Rukmini	Medical Officer	20-9-2018	P	9:35:17	18:23:38	8:48:21
24	Dr. Radha Rukmini	Medical Officer	24-9-2018	P	9:36:23	21:46:32	12:10:09
26	Dr. Radha Rukmini	Medical Officer	26-9-2018	P	9:33:17	18:34:56	9:01:39
27	Dr. Radha Rukmini	Medical Officer	27-9-2018	P	9:34:01	18:22:30	8:48:29
28	Dr. Radha Rukmini	Medical Officer	28-9-2018	P	9:46:01	18:25:51	8:39:50