

Responsibility List

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|---|---|
| Account of Bills | Shiv, Abhishek |
| Advance Money Management | Yogesh, Nidhi |
| Chemical and Glassware Ordering | Yogesh, Puttaraju |
| Centrifuge | Tushita, Abhishek |
| CH Instrument | Deepak |
| Computers and Printers | Yogesh, Vedamurthy |
| Cylinders and Regulators | Deepak (Ground Floor), Vedmurthy (2 nd Floor) |
| Chemical List and Labeling | Suman, Thulasi, Soham (2 nd floor) Abhishek, Nileshi (Ground floor) |
| Electronic and other lab Items (Oil bath, Stirrer, Water Pump, Dimmerstat, Mask, Bladders etc.) | Vedamurthy, Thulasi |
| Fluorometer | Nileshi, Abhishek |
| Glass Blowing* | Suman |
| Gel Permeation Chromatography (GPC) | Tushita |
| Group Activities (Lab Meeting, Birthday Celebration) | Tushita, Shikha |
| HPLC | Tushita, Yogesh |
| pH Meter | Deepak |
| Melting Point Apparatus | Nidhi |
| Rotary Evaporators | Suman, Soham |
| Safety Issue | Yogesh, Puttaraju, Deepak |
| Scholarship Form | Tushita |
| Sonicator | Nileshi, Deepak |
| Solar Simulator | Deepak, Shikha |
| Spin Coater | Abhishek, Deepak |
| Stationary and other lab requirements | Nidhi, Soham |
| Thermal Evaporator | Shiv |
| UV visible Spectrophotometer | Abhishek, Nileshi |
| Vacuum Oven | Shiv, Shikha |
| Vacuum Pumps | Soham, Puttaraju, Suman |
| Weighing Balance | Abhishek (Ground Floor), Soham (2 nd Floor) |
| Acid-Base Bath | Suman |

*Only for new glassware and major repairs. Individuals take the responsibility of glassware broken by them.