

Responsibility List

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, Nilesi (Ground floor)
Electronic and other lab Items (Oil bath, Stirrer, Water Pump, Dimmerstat, Mask, Bladders etc.)	Vedamurthy, Thulasi
Fluorometer	Nilesi, 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	Nilesi, Deepak
Solar Simulator	Deepak, Shikha
Spin Coater	Abhishek, Deepak
Stationary and other lab requirements	Nidhi, Soham
Thermal Evaporator	Shiv
UV visible Spectrophotometer	Abhishek, Nilesi
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.