



OFFICE OF THE  
MEDICAL SUPERINTENDENT  
THQ HOSPITAL BUREWALA  
Ph. No. 067-9200147  
Fax No. 067-9200146  
Email: [thqburewala@yahoo.com](mailto:thqburewala@yahoo.com)

No. 287 /HR/THQ

Dated 25/09/2023

**OFFICE ORDER.**

The duty roster of **Head Nurses** Tehsil Head Quarter Hospital Burewala for the month of October-2023 is hereby scheduled as under:-

S.#	Name of Department	Morning	Sunday Round	Day Off	Evening	Sunday Round	Day Off	Night	Day Off
1.	Gynae Ward & Labour Room	Uzma Alam 0301-6588600	15-10-2023	Sunday	Khailida Ishaq 0301-7993221	22-10-2023	Sunday	Uzma Rani (acting HN) 0304-0699529	Sunday
2.	Emergency Department & Emergency Indoor	Hajira Firdous 0300-4109329	08-10-2023	Sunday					
3.	Cardiac (CCU)	Hafiza Begum 0303-5836421	-----	Sunday					
4.	Chest Ward	Shazia Ghaffar 0306-6995823	01-10-2023	Sunday					
	Medical Ward + OPD Department	Shazia Ghaffar 0306-6995823		Sunday					
	Peads Ward + ENT Ward	Safina Khatoon 0301-7349989	29-10-2023	Sunday					
	Surgical Ward	Mehmooda Begum 0305-6739391	-----	Sunday					

HEAD NURSE

HR/LO

MEDICAL SUPERINTENDENT  
THQ HOSPITAL, BUREWALA

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2023



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Dated 25/09/2023

No. 2877 /HR/THQ

**OFFICE ORDER.**

The duty roster of **Staff Class-IV Indoor** Tehsil Head Quarter Hospital Burewala for the month of October-2023 is hereby scheduled as under:-

S.#	Department	Morning	Day Off	Evening	Day Off	Night	Day Off
1.	Male & Female Surgical ward	Muhammad Yasin CPS	Tuesday	Amjad Masih	Saturday	Abdul Ghaffar	Friday
2.	Medical Ward	Aslam Baildar	Wednesday	Imran Nazir FIF	Tuesday	Muhammad Boota WS	Saturday
		Parveen Bibi	Sunday				
3.	Children + ENT Ward & Dengue	Muhammad Hanif	Friday	Muhammad Shafiq FIF	Thursday	Niaz Ahmad Mali	Thursday
		Nasreen Bibi	Sunday				
4.	CCU	Abid Hussain CPS	Thursday	Umar Hayyat	Friday	Rafiqat Ali	Monday
5.	Gynae Ward	Kainaat Fatima	Sunday	Rukhsana Liaqat	Sunday	Aisha Iqbal	Monday
6.	Chest Ward	Abdul Sattar FIF	Sunday	Alawal Saeed FIF	Wednesday	Khurshid Ahmad	Sunday
		Muhammad Tariq CPS	Saturday	Muhammad Ramzan Masalchi	Monday	Zafar Iqbal	Wednesday
5.	Reliever	Aman Ullah	Sunday	Raza Hanif	Sunday	Muhammad Tahir FIF	Tuesday
		Muneeran Bibi	Sunday				
6.	Indoor Pharmacy	Muhammad Aslam Cook	Sunday				

All Servants are hereby directed to perform their duty with proper uniform and name tag according to duty roster. In case of any change in duty without prior permission strict disciplinary action will be taken against him/her.

HEAD NURSE

HR/LO

MEDICAL SUPERINTENDENT  
THQ HOSPITAL, BUREWALA

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2023



**ORDER.**

The duty roster of **Supporting Staff/ Class-IV OPD/Offices** Tehsil Head Quarter Hospital Burewala for the month of October-2023 is hereby scheduled as under:-

S.#	Department	Morning/Register duty	Day Off	Morning/ Gate Duty	Day Off
1.	Peads OPD	Imran Chishti (Register)	Sunday	Muhammad Asif	Sunday
2.	Surgeon OPD	Awais Manzoor	Sunday	Sami Ullah FIF	Sunday
3.	Pulmonologist OPD & TB Dots	Muhammad Ashraf (S)	Sunday	Hafiz Ibrahim Cook	Sunday
4.	ENT OPD	Muhammad Majid CPS	Sunday	Muhammad Majid CPS	Sunday
5.	Eye OPD	Muhammad Jamil, Oph. Tech Tahir Abrar Oph. Technician	Sunday		Sunday
6.	Physician OPD	1-10-2023 to 10-10-2023 Shamshad Ali TO	Sunday	1-10-2023 to 10-10-2023 Shamshad Ali TO	Sunday
		11-10-2023 to 31-10-2023 Ehsan Rasool	Sunday	11-10-2023 to 31-10-2023 Ehsan Rasool	Sunday
7.	Hepatitis OPD	Muhammad Shahbaz, Data Entry Operator	Sunday	Mohsin Ali	Sunday
8.	Gynae OPD	Zohra Khatoon C.T/LHV	Sunday	Kainaat Fatima	Sunday
9.	Dental OPD	Tanveer Ahmad D.A	Sunday	Muhammad Sabir	Sunday
10.		Muhammad Ismail DA	Sunday		Sunday
11.	General OPD	Tanveer Ahmad D.Wages	Sunday	Tanveer Ahmad D.Wages	Sunday
12.	Ortho OPD	Awais Manzoor	Sunday	Sami Ullah	Sunday
13.	Urology OPD	1-10-2023 to 10-10-2023 Ehsan Rasool N/Q	Sunday	1-10-2023 to 10-10-2023 Ehsan Rasool N/Q	Sunday
		11-10-2023 to 31-10-2023 Majid Naem	Sunday	11-10-2023 to 31-10-2023 Majid Naem	Sunday
<b>OTHER DUTIES</b>					
14.	MS Office	-----		Muhammad Abid G.K	Sunday
15.	Medicine Store	-----		Naseer Ahmad Masalchi	Sunday
16.	Finance Office	-----		Muhammad Ashraf W/S	Sunday
17.	Radiology	-----		Umar Maqbool DK	Sunday

ریپورٹ ریاستر OPD  
سیپورٹ سٹاف  
3 اکتوبر 2023

Administration Block (HR, QAO, ITO, PO& G. Store)				
19.	Pathology Unit	----- ----- -----		Shoaib Ghafoor Muhammad Khail (G. Store) Nasir Sohail & Muhammad Tehzan Tariq Lab. Attendant
20.	NCD Clinic	----- -----		Makhdoom Ashraf DEO, Mashood Ali
21.	Logistic Office	----- -----		Shoaib Ghafoor
22.	Ultrasound OPD	----- -----		Umar Maqbool
23.	CCU	Naseer Ahmad ECG Tech	Sunday	Maqbool Ahmad WS Sheeba Nazi W/C Falik Sher N/Q Ashraf Masih W/C
24.	Operation Theater	----- ----- -----		Ashraf Masih W/C
25.	Dressing Room	----- -----		Muhammad Hassan
26.	Dispensary	----- -----		Mushtaq Ahmad Driver
27.	Tibb & Homoeo OPD	Akhtar Javid D/Saz Muhammad Ashiq Homoeo Dispenser	Sunday Sunday	Muhammad Ramzan Baildar & Muhammad Shabbir Baildar
28.	Gardening	----- -----		

All staff is hereby directed to perform their duty according to duty roster with proper uniform and name tag. In case of any change in duty without prior permission strict disciplinary action will be taken against him/her.

HEAD NURSE

HR/LO

MEDICAL SUPERINTENDENT  
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ڈیوٹی رولر  
جیورنٹ سٹاف  
2023  
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**OFFICE ORDER**

The Duty Roster for SMOs, SWMO, MO & WMO for the month of October-2023 is sheduled as under:-

I.-OUT DOOR DEPARTMENT	HCP Clinic	Wel Women Clinic	Mental Health Clinic	MO TB Dots	NCD Clinic	OT-RECOVERY ROOM
Dr. Rabia Hafeez WMO Dr. Sobia Tariq WMO Dr. Razia Rizaz WMO	Dr. Azhar Waseem MO	Dr. Saiqa Shabnum SWMO	Dr. Sofia Saleem SWMO	Dr. Salma Munawar WMO	Dr. Sofia Saleem SWMO Dr. Abeera Rafique WMO	Evening Dr. Mehnaz Mushtaq WMO

**II.-CASULTY DEPAITEMENT**

MORNING			Evening			NIGHT	
Name of Doctor	Off	Reliever	Name of Doctor	Off	Reliever	A	B
Dr. M. Abbas MO	Monday	Dr. Faran Ashraf M.O	Dr. Imran Ali M.O	Monday	Dr. Zahid Abbas MO	Dr. Aftab Iqbal M.O	Dr. M. Shahzeb M.O
Dr. Tehmeena Razzaq WMO	Tuesday	Dr. Faran Ashraf M.O	Dr. Khawar Mushtaq MO	Tuesday	Dr. Zahid Abbas MO	Dr. Asad Shahid M.O	Dr. Awais Aziz M.O

**III.-Cardiology (CCU) UNIT**

MORNING			Evening			NIGHT	
Name of Doctor	Off	Reliever	Name of Doctor	Off	Reliever		
Dr. Humayun Zafar MO/MLC	Wednesday	Dr. Faran Ashraf M.O	Dr. Rizwana WMO	Wednesday+ Thursday	Dr. Zahid Abbas MO	Dr. Bilawal Nazir MO	Dr. Numan Bashir M.O

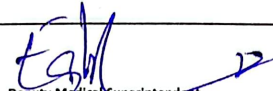
**IV.-GYNAE Indoor Department/ Labour Room**

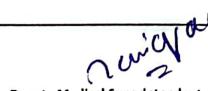
MORNING			Evening			NIGHT	
Name of Doctor	Off	Reliever	Name of Doctor	Off	Reliever		
Dr. Aleeza Rehman WMO/MLC	Thursday	Dr. Amna Saeeda WMO	Dr. Ujala Majeed WMO/MLC	Thursday	Dr. Rizwana WMO	Dr. Afreen Asad WMO/MLC	Dr. Shafia Sabar WMO/MLC

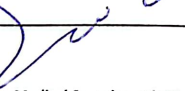
**v- Wards.**

	MORNING			Evening			NIGHT	
	Name of Doctor	Off	Reliever	Name of Doctor	Off	Reliever		
Medical	Dr. Shumaila Rafique WMO	Friday	Dr. Faran Ashraf M.O	Dr. Ejaz Ahmad M.O/DMS	Friday	Dr. Zahid Abbas MO	Dr. Maimuna Nazir WMO	Dr. M. Abdullah M.O
Chest Indoor	Dr. Salma Munawar WMO/MLC	Sunday	Dr. Faran Ashraf M.O	Dr. Ahmad Raza M.O	Sunday	Dr. Zahid Abbas MO	Dr. Huzaila Jabran M.O/DMS/MLC	Dr. M. Waqas M.O/DMS
Paeds + ENT	Dr. Munazah Parvaiz WMO	Wednesday	Dr. Faran Ashraf M.O	Dr. Hamza Shabir MO/MLC	Wednesday	Dr. Umme-Habiba WMO	Dr. Sumaira Aslam WMO	Dr. Fakhar Ul Islam MO/MLC
Surgery + ORTHO	Dr. Tehreem Amjad WMO	Sunday	Dr. Faran Ashraf M.O	Dr. Ahmad Raza M.O	Sunday	Dr. Zahid Abbas MO	Dr. Huzaila Jabran M.O/DMS/MLC	Dr. M. Waqas M.O/DMS
Reliever	Dr. Faran Ashraf M.O Dr. Amna Saeeda WMO	Saturday		Dr. Zahid Abbas MO Dr. Umme-Habiba WMO	Saturday			

1. Dr. Saiqa Shabnum SWMO, Dr. Ejaz Ahmad M.O/DMS, Dr. Huzaila Jabran M.O and Dr. M. Waqas M.O will be Deputy Medical Superintendent of their respective shifts and they will forward all leave applications to M S Office after managing the reliever. (2) No Casual Leave will be allowed without duty adjustment. (3) Wear overcoat with name tag during duty hours. (4) Duty doctor is responsible for fulfilling the admission charts/record as per MSDS Indicators/ SOPs.(5) Duty doctor is directed to strictly observe the COVID-19 and Hospital Waste Management SOPs. (6) All doctors are directed to observe strictly duty timings as per duty roster and not leave the duty place without handing over charge to next shift. Late arrivals will be considered as absent from duty.(7) All staff shall be present according to roster and replacements must be on the basis of application, duly signed by M.S (8) Relievers will have weekly off on saturday.

  
Deputy Medical Superintendent  
THQ Hospital Burewala

  
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Medical Superintendent  
THQ Hospital Burewala



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THQ HOSPITAL BUREWALA

OFFICE ORDER.

No. 2877 /HR/THQ

Dated 25/10/2023

The duty roster of **Charge Nurses** Tehsil Head Quarter Hospital Burewala for the month of October-2023 is hereby scheduled as under:-

S.#	Department	Morning	Day Off	Evening	Day Off	Night	Day Off
1.	Male & Female Surgical ward	Kousar Parveen (Med.)	Sunday	Sehrish Rasheed	Thursday	Kashmalia	Friday
		Aisha Maalak (G, B&C)	Wednesday				
2.	Medical Ward	Samia Andleeb (M)	Sunday	Tabassum Batool	Wednesday	Nadia Parveen	Sunday
		Salain Andleeb (G)	Sunday				
		Rabia Riaz (B&C)	Wednesday				
3.	Children + ENT Ward & Dengue	Shumaila Siddique (Med)	Friday	Nida Mukhtar (Nursery, ENT & Dengue)	Saturday	Aamna Habib (OT on call, Nursery, ENT & Dengue)	Tuesday
		<del>Zahida Bhatta (G)</del> Ayusha Rauf Khatun (G)	Sunday	Farzana Shafi (Ch. Ward)	Friday	Ruhsana Manzoor (Ch. Ward)	Monday
4.	CCU	Iffat Nazir (Med)	Thursday				
		Sana Magsood (Gen)	Sunday	Shazia Kousar	Saturday	Shakila Firdous	Monday
		Tayyaba Kanwal (B&C) R	Saturday				
		Fareeda Yasmin (Med)	Sunday				
5.	Gynae Ward	Lubna Naz (Gen)	Sunday	Shanim Imran (W)	Thursday	Tanzeela Yasmin	Saturday
		Aisha Hameed (B&C)	Friday	Alia Shaheen (Ward + OT on call except Sunday)	Sunday		
6.	Chest Ward	Shazia Qamar (all overs)	Tuesday	Aamna Kaneez	Tuesday	Maqaddas Hina	Wednesday
		Jamila Bashir	Tuesday	<del>Shazia Qamar</del> Sumaira Kim	Sunday	Uzma Waheed	Thursday
8.	Reliever	Shanim Akhtar	Sunday		Wednesday	Farah Jabeen	Friday
						Um-E-Maimuna	Saturday
9.	Indoor Pharmacy	Ageela Khaili	Sunday			Nablia Rani	Sunday
10.	Emergency Indoor	Adeela Amir	Sunday				
10.	OT (Morning)	Sidra Shaheen (On call for Sunday w.e.f. 01-10- 2023 to 15-10-2023)	Sunday				

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		Nasira Iqbal (On call for Sunday w.e.f. 16-10-2023 to 31-10-2023) & reliever on alternative days	Sunday			
11.	NCD (Morning)	Asifa Riaz Butt	Sunday			
12.	Hepatitis (Morning)	Jain Sharlet	Sunday			
13.	ECG (Morning)	Maria Tariq	Sunday			
14.	Nutrition Centre/ Baby Clinic (Morning)	Amna Masroor	Sunday			
		Sumaira Arif	Sunday			

All Charge Nurses are hereby directed to perform their duty according to duty roster with proper uniform and name tag. In case of any change in duty without prior permission strict disciplinary action will be taken against her.



HEAD NURSE

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OFFICE OF THE  
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THQ HOSPITAL BUREWALA

No. 724 /HR/THQ

Dated 29/10 2023

**OFFICE ORDER.**

The duty roster of **Radiology & Ultrasonography Unit** of Tehsil Head Quarter Hospital Burewala for the month of October-2023 is hereby scheduled as under:-

S.#	Name of Department	Morning	Day Off	Evening	Day Off	Night	Day Off
1.	Radiology unit	Muhammad Mukhtar R/G	Monday	M. Touqeer R/G	Thursday	Imtiaz Ahmad R/G	Sunday
		Muhammad Hanif R/G	Tuesday				

S.#	Name of Department	Morning	Day off	Evening On call	Night On call
1.	Radiology unit & Ultrasonography	1. Dr. Uzair Ahmad Rafique Radiologist 2. Mst. Uzma Khatoon, MIT	Sunday	Dr. Ozair Ahmad Rafique, Radiologist	Dr. Ozair Ahmad, Rafique, Radiologist

**SUNDAY ROSTER.**

Date	Morning	Evening	Night
01-10-2023	Muhammad Mukhtar RG	Touqeer Ahmad RG	Muhammad Hanif
08-10-2023	Muhammad Mukhtar RG	Touqeer Ahmad RG	Muhammad Hanif
15-10-2023	Muhammad Mukhtar RG	Touqeer Ahmad RG	Muhammad Hanif
22-10-2023	Muhammad Mukhtar RG	Touqeer Ahmad RG	Muhammad Hanif
29-10-2023	Muhammad Mukhtar RG	Touqeer Ahmad RG	Muhammad Hanif

All Servants are hereby directed to perform their duty with proper uniform and name tag according to duty roster. In case of any change in duty without prior permission strict disciplinary action will be taken against him/her.

HR/LO

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**Dated 29/9/2023**

No. 723 /HR/THQ

**OFFICE ORDER.**

The duty roster of **Pathology Unit** of Tehsil Head Quarter Hospital Burewala for the month of October-2023 is hereby scheduled as under:-

S.#	Name of Department	Morning	Day Off	Evening	Day Off	Night	Day Off
1.	Pathology	Bushra Ashraf, MLT	Sunday	Muhammad Naeem, MLT	Sunday	Ehsan Ullah Junior Tech. Pathology/ Lab Asstt	Sunday
		Shahbaz Ahmad Junior Tech. Pathology/ Lab Asstt	Friday	M. Tehzan Lab. Attendant	Saturday		
		Nasir Sohail Lab. Attendant	Sunday				
2.	TB Dots & Gene-Xpert	Muhammad Sarfraz Junior Tech. Pathology/ Lab Asstt	Sunday				

All Servants are hereby directed to perform their duty with proper uniform and name tag according to duty roster. In case of any change in duty without prior permission strict disciplinary action will be taken against him/her.

  
HR/LO

**MEDICAL SUPERINTENDENT  
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No. 222 /HR/THQ

Dated 29/10 2023

**OFFICE ORDER.**

The duty roster of **OPERATION THEATER** of Tehsil Head Quarter Hospital Burewala for the month of October-2023 is hereby scheduled as under:-

S.#	Morning	Day Off	Evening	Day Off	Night (on call)
1.	Atia Noreen, OT Technologist	Sunday	Rida Shujaat, OT Technologist	Sunday	01-10-2023 to <u>10-10-2023</u> Sajjad Saleem
2.	M. Sajjad Saleem, OTA	Sunday	Muhammad Shahid, OTA	Sunday	<u>11-10-2023 to 20-10-2023</u> Muhammad Ramzan OTA
3.	Muhammad Abid, OTA (Reliever)	Sunday		Sunday	<u>21-10-2023 to 31-10-2023</u> Muhammad Abid OTA
4.	M. Ramzan Ali, OTA	Sunday		Sunday	

All Staff are hereby directed to perform their duty with proper uniform and name tag according to duty roster. In case of any change in duty without prior permission strict disciplinary action will be taken against him/her.

HR/LO

  
**MEDICAL SUPERINTENDENT  
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**Dated 29/9/2023**

**OFFICE ORDER.**

The duty roster of **Junior/Senior Technicians Pharmacy** Tehsil Head Quarter Hospital Burewala for the month of October-2023 is hereby re-scheduled as under:-

S.#	Department	Morning	Day Off	Evening	Day Off	Night	Day Off
1.	<b>Emergency</b>	Muhammad Amjad, Dispenser Adeel Ahmad, Dispenser	Monday Sunday	Rashid Ali, Dispenser Mubeen Ahmad, Disp.	Tuesday Wednesday	Ghulam Rasool, Dispenser Anwar Behzad, Disp.	Thursday Friday
2.	<b>OPD Pharmacy</b>	Rasheed Ahmad, Disp.	Sunday			M. Amin, Dispenser	Saturday
3.	<b>TB Dots</b>	Zahid Rafique, Dispenser	Sunday				

All Junior/Senior Technicians Pharmacy are hereby directed to perform their duties according to duty roster with Paramedic overcoat and name tag. In case of any change in duty without prior permission strict disciplinary action will be taken against him.

**MR/LO**  
  
**MEDICAL SUPERINTENDENT  
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