



# University of Kashmir

**Hazratbal Srinagar, Kashmir**

**NAAC Accredited Grade 'A+' University**



## **Check List of Minimum Requirements**

**For**

**Grant of Temporary Affiliation**

**To**

**Unani Colleges**

**In The**




**Union Territory of J & K**

# **Essential Condition and Minimum Requirements**

**For**

**Grant of Temporary Affiliation to Unani Colleges**

## A: General Details

- Name & Address of the College (*Attach Brief Profile of the College*) :- \_\_\_\_\_
- Status of the college: Central Govt./ State Govt./ Private. \_\_\_\_\_
- Year of Establishment: \_\_\_\_\_
- Name of the Principal with Qualification & Experience (*Attach CV*): \_\_\_\_\_
- In the case of Non-Govt. College, Name of the Society/ Trust running the college(*Attach Documentary Proof*) \_\_\_\_\_
- Amount of Endowment Fund pledged to the University of Kashmir - Applicable to Private Colleges only: \_\_\_\_\_  
(Attach Photocopies of FDRs)
- Programme/s offered/ to be offered: \_\_\_\_\_
- Essentiality Certificate from the Govt. for the Course / College / Institution: (*Attach Copy of the Certificate*) \_\_\_\_\_
- Whether recognized by National Council of Indian System of Medicines? (*Attach Copy of the Certificate*) \_\_\_\_\_
- Approved intake per programme offered by the College: \_\_\_\_\_
- Attach duly audited financial statements of the last financial year viz; Balance Sheet, Statement of Income & Expenditure & Statement of Receipts & Payments (Applicable to Private Colleges only):
- Attach Monthly salary statements of staff members (Applicable to Private Colleges only):
- Whether constituted Student Grievance Committee, ICC & other Statutory Committees \_\_\_\_\_  
(Attach Copies of the Constituted Committees)
- Whether constituted Teaching & Non-Teaching Grievance Committee (Attach Copies of the Constituted Committees)
- Whether constituted College Management Committee as the prescribed constitution of the committee - Applicable to Private Colleges only: \_\_\_\_\_ ( Attach the constitution of the committee).
- Details of Finances (Applicable to Private Colleges only):
  -  Total funds in hand for the establishment of the proposed college; \_\_\_\_\_
  -  Indicate the sources to be used to mobilise further funds for investment in the creation of requisite infrastructure: \_\_\_\_\_
  -  Estimated annual recurring expenditures on salaries, maintenance of infrastructure, books, equipments, office contingencies etc: \_\_\_\_\_
- Any other Details the college would like to highlight:

**Note: Constitution of College Management Committee**

• Two Representatives of Sponsoring Society/ Trust
• Two Prominent BUMS doctors of the Valley
• Two Prominent educationists in the field of BUMS
• Representative of the Affiliating University
• Principal of the College
• To Senior Faculty Members of the college by Rotation

**Note: The term of the members of the College Management Committee shall be three years except for the representatives of sponsoring society/trust and the Affiliating University.**

**College Council: -**

- a) Every medical college or Medical Institution shall have a College Council comprising of the Head of Department as members and Principal or Dean as Chairperson.
- b) The College Council shall meet at least four times in a year to draw up the details of curriculum and training programme, enforcement of discipline and other academic matters.

## C: Infrastructural Facilities

S. No.	Infrastructural Facilities	Minimum Requirement of Physical Infrastructure	Infrastructure Available	Deficiency If Any	Remarks
1.	<p><b>Land</b></p> <ul style="list-style-type: none"> <li>• For an intake capacity of 60 seats land is made available in a single piece of land</li> <li>• For an intake capacity from 61 to 100 seats, land shall be available in not more than two plots.</li> <li>• The land should be owned by the college or possessed on lease in the name of the college, for a period of less than 99 years or the maximum permissible period as per the rules or regulations of the respective State Govt. or Union territory.</li> <li>• Land has to be in the name of the trust or society.</li> <li>• Land use certificate mandatory</li> <li>• Land should have a boundary wall from all sides with at least one well designed/ Built entry gate.</li> <li>• Requisite green cover must</li> <li>• Properly well laid roads within the college campus shall be available.</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>	<p>Not less than 3 acres</p> <p>Not less than 5 acres</p>			

2.	<b>Total Built Up Area of college &amp; attached Hospital Building</b> <ul style="list-style-type: none"> <li>The college and hospital should be constructed in separate buildings</li> </ul>	<b>Built up Area (in sq.mt.)</b>				
		Up to 60 students intake 2000 sq mts each	61-100 students intake 4000 & 3500 sq mts. respectively			
3.	<b>Hospital Administration Block</b> <ul style="list-style-type: none"> <li>Superintendents Room</li> <li>Deputy Superintendents Room</li> <li>Medical Officers (for 2 Resident medical Officer / Resident Surgical Officer)</li> <li>Matron Room</li> <li>Assistant Matron Room (for 2)</li> <li>Reception and Registration</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>	100 sq. mt.	150 sq.mt.			
4.	<b>Out-Patient Departments (OPD)</b> <ul style="list-style-type: none"> <li>Moalajat OPD with Wash Basin</li> <li>Jarahat including Ain, Uzn, Anaf, Halaq wa Asnan OPD with wash basin and Examination Room</li> <li>Qabalatwa amraze Niswan OPD with toilet and Examination Room</li> <li>Amraze Atfal OPD with wash room</li> <li>Amraze Jild wa Tazeeniyat OPD with</li> </ul>	300 Sq.mts	500 Sq.mts.			

	wash basin • Tahaffuzi wa samaji Tib OPD with wash basin • Dressing and First Aid Room • Dispensary • Waiting Space for Patients • Store room • Separate Male and Female Toilets for patients and staff  <b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b>					
5.	<b>In-Patient Department (IPD)</b> • Moalajat including Ilaj bit Tadbeer Male Ward with attached toilet and wash room • Moalajat including Ilaj bit Tadbeer Female Ward with attached toilet and wash room • Jarahat including Am Uzn Anaf, Halaqwa Asnan Male Ward with attached toilet and bathroom • Jarahat including An Uzn Anaf, Halaqwa Asnan female Ward with attached toilet and wash room • Qabalatwa Amraze Niswan wa atfal ward with attached toilet and wash room • Doctors duty room one for each department with attached toilet and wash room • Nursing staff duty rooms, one in each	900 Sq.mts.	1650 Sq.mts			

	ward with attached toilet and wash room <ul style="list-style-type: none"> <li>• Store room for linen etc</li> </ul> <b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b>					
6.	<b>Operation Theatres Block</b> <ul style="list-style-type: none"> <li>• Operation Theatre for Major and Minor Procedures</li> <li>• Labour Room with attached toilet and wash room</li> <li>• Neonatal Care room</li> <li>• Central Sterilization or Autoclave unit</li> <li>• Scrub room</li> <li>• Two Recovery rooms</li> <li>• Doctors duty room with attached toilet and wash room</li> <li>• Interns or house officer or resident doctors room with attached toilet and wash room</li> <li>• Nursing staff room with attached toilet and wash room</li> </ul> <b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b>	150 Sq.mts.	250 Sq.mts.			
7.	<b>Ilaj Bit Tadbeer Block</b> <ul style="list-style-type: none"> <li>• Hammam</li> <li>• Dalak</li> <li>• Riyazat</li> </ul>	275 Sq.mts.	500 Sq.mts.			



	<ul style="list-style-type: none"> <li>• Fasad</li> <li>• Kai</li> <li>• Alq, Hajamat etc</li> <li>• Ilaj bit tadbeer therapist Physicians Room</li> <li>• Ilaj bit Tadbeer Store room</li> <li>• Physiotherapy room</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>					
8.	<p><b>Central Laboratory</b></p> <ul style="list-style-type: none"> <li>• Well equipped and spacious area with separate sections for Pathology, Biochemistry and Microbiology. Attached toilet shall be there for collection of urine samples.</li> <li>• Other latest diagnostic facilities such as ECG also shall be available.</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>	100 Sq.mts.	150 Sq.mts.			
9.	<p><b>Radiology or Sonography Section</b></p> <ul style="list-style-type: none"> <li>• Radiology chamber with X-ray room, Dark room, film drying room, store room, USG room, patients waiting and dressing room, reception or registration or report room shall be available.</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>	50 Sq.mts.	100 Sq.mts.			

10.	<b>Requirements of Beds:</b> <ul style="list-style-type: none"> <li>Minimum number of beds in-Patient Department on the 1:1 student-bed ratio:</li> </ul> <b>Department-wise distribution of beds:</b> <ul style="list-style-type: none"> <li>Moalajat including Ilaj bit Tadbeer and Amraz-e-Jild wa Tazeeniyat</li> <li>Jarahat including Ain, Uzn, Anaf wa Halaq.</li> <li>Qabalat wa Amraze Niswan wa Atfal</li> </ul>	60 beds	100 beds			
11.	<b>Bed occupancy and Out Patient Department attendance:</b> <ul style="list-style-type: none"> <li>Minimum per day average number of patients in In-Patient Department during last one calendar year (365 days) (40% bed occupancy)</li> <li>Minimum per day average number of patients in Out-Patient Department during last one calendar year (300 days) (1:2 student-patient ratio)</li> </ul>	24	40			
		120	200			
12.	<b>Hospital Kitchen and Canteen</b>	100 Sq.mts.	150 Sq.mts.			
13.	<b>Store room</b>	25 Sq.mts.	50 Sq.mts.			

**Maintenance of record of attendance of Out-Patient Department and In-Patient Department patients: -**

The College and hospital shall maintain the computerized central registration system for maintaining the records of patients in Out-Patient Department and In-Patient Department records, laboratory and radiological investigation reports, medicines dispensing register, diet register for In-Patient Department patients, duty roster of hospital staff, birth and death certificates, etc. so as to substantiate the claim of genuine functional Unani hospital, fulfilling the norms as specified in sub-regulation (2).

## C. Requirement of an Unani College

S. No.	Infrastructural Facility	Minimum Requirement of Infrastructure facility		Infrastructure Available	Deficiency If Any	Remarks
1.	<b>College Built Up Area</b> <ul style="list-style-type: none"> <li>College can be in a rented/leased building only for the first two years</li> <li>Parking space for vehicles must</li> <li>Benches placed at requisite places for students in the college lawns.</li> <li>Every Building should have ramps</li> </ul> <b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b>	<b>Built up area in (square meter)</b>				
		<b>Upto 60 students intake</b>	<b>61 to 100 students intake</b>			
		2000	4000			
4.	<b>Administrative Section</b> <ul style="list-style-type: none"> <li>Principals Room</li> <li>P.A.'s Room</li> <li>Reception</li> <li>Visitors lounge</li> <li>Staff Committee room</li> <li>Office Room</li> <li>Accounts Section</li> <li>Record Room</li> <li>Central Store</li> <li>Separate Toilets for gents and ladies</li> </ul> <b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b>	150	300			

5.	<b>Lecture Halls</b> <ul style="list-style-type: none"> <li>• Space Sufficient enough to accommodate 65 to 100 students.</li> <li>• Fully equipped with White Boards and LCD projectors</li> <li>• Well furnished and well ventilated.</li> <li>• Atleast one Smart -cum- Virtual Classroom</li> <li>• Comfortable seating arrangement Preferably theater type class rooms</li> <li>• Fans/coolers/ Split ACs shall be available</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>	5 (80 sq mts)	5 (160 sq. mts)			
6.	<b>Seminar / Conference/ Examination Hall</b> <ul style="list-style-type: none"> <li>• A large hall with seating capacity for 400 to 500 persons shall be available within the college premises for meetings, seminars, conferences, symposia, counseling etc.</li> <li>• With proper stage &amp; green room facilities, well ventilated and proper lighting facilities</li> <li>• There should be arrangements for the use of all kinds of basic and advanced audio-visuals aids</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>	150	300			



	<ul style="list-style-type: none"> <li>• Photocopying facility</li> <li>• Proper light, fans/coolers/ Split ACs, drinking water and toilet facilities shall be available</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>					
8.	<p><b>Teaching Departments</b></p> <ul style="list-style-type: none"> <li>• There shall be: <ul style="list-style-type: none"> <li>14 teaching depts.</li> <li>Separate rooms for teachers,</li> <li>A small departmental library in each dept.,</li> <li>A small office for each Dept,</li> <li>Museum or laboratory or dissection hall or tutorial room as per requirement of individual dept.</li> </ul> </li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>	Total 1200 sq.mts and break up as indicated below	Total 2400 sq.mt and break up as indicated below			
	<b>Departments &amp; Area Requirement for each Dept.</b>					
9.	<ul style="list-style-type: none"> <li>• Deptt. of Kulliyat plus Departmental Library cum tutorial room</li> <li>• Deptt. of Tashreeh-ul-Badan and a well ventilated Dissection Hall with exhaust fans and air conditioner, a room for students with adequate lockers and wash basins.</li> <li>• <b>Deptt.of Munafe-ul-Aza and</b></li> </ul>	50  125	100  250			

	<b>Munafe-ul-Aza (Physiology) laboratory with optional facility for Bio-chemistry testing</b>	75	150			
	• <b>Deptt. of Ilmul Advia and Herbarium-cum Advia museum, Pharmacognosy, Pharmacology and drug testing labs</b>	100	200			
	• Deptt. of Saidla with teaching pharmacy	75	150			
	• Deptt. of Tahaffuzi-wa-samaji Tib plus museum	75	150			
	• <b>Deptt. of Mahiyatul Amraz plus Pathology Laboratory</b>	50	100			
	• Department of Moalajat (Medicine)					
	• Deptt. of Haj-bit Tadbeer	75	150			
	• Deptt. of Jarahat and museum cum tutorial room	50	100			
	• Deptt. Amraze Ain Uzn Anf wa Halaq and museum-cum-tutorial room	75	150			
	• Dept. of Niswan wa Qabala and museum cum tutorial room	50	100			
	• Dept. of Amraze Atfal and museum cum tutorial room	100	200			
	• Dept. of Amraze Jild wa Tazeeniyat and tutorial room	75	150			
	• <b>Teaching Pharmacy and Quality Testing Laboratory:</b>	50	100			
	• The college shall have a teaching of pharmacy with proper training facilities for preparation of different	100	200			



	types of Unani Medicines <b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b>					
10.	<b>Details of Equipments/Instruments for Dissection Hall:</b> <ol style="list-style-type: none"> <li>1. Bone cutters of various types and sizes</li> <li>2. Forceps of various types</li> <li>3. Chisels</li> <li>4. Dissecting scissors of various types and sizes</li> <li>5. Tagging</li> <li>6. Knives of various types</li> <li>7. Needles of various types</li> <li>8. Dissection tables (full size)</li> <li>9. Dissection (Half size)</li> <li>10. Laboratory trays</li> <li>11. Glass jars with cover for specimen</li> <li>12. Embalming machine</li> <li>13. Rocking pumps/foot sprayer</li> <li>14. Disinfecting machine</li> <li>15. Buckets</li> <li>16. Formaldehyde solution</li> <li>17. Carbolic acid</li> <li>18. Sodium acetate</li> <li>19. Potassium acetate</li> <li>20. Disinfecting solution</li> <li>21. Glycerin</li> <li>22. Dummy cadaver and models of body parts</li> <li>23. Whole body skelton, bones,</li> </ol>					

	dissected/ preserver body organs etc.					
11.	<b>Details of Equipments/Instruments for Physiology Laboratory:</b> <ol style="list-style-type: none"> <li>1. Microscopes with oil immersion</li> <li>2. Westergren's pipette for ESSR</li> <li>3. Haemocytometric tube</li> <li>4. Sahli's Haemoglobinometer</li> <li>5. haemocytometer</li> <li>6. sphygmomanometer</li> <li>7. Stethoscope</li> <li>8. Clinical thermometer</li> <li>9. Knee hammer</li> <li>10. Tuning forks</li> <li>11. Electrocardiograph</li> <li>12. Stop watches</li> <li>13. Water Distillation Still</li> <li>14. Thermometers, balances, micro slides</li> <li>15. Cover slips, glass ware</li> <li>16. Centrifuge with speed control</li> <li>17. Colorimeter (Photoelectric)</li> <li>18. PH meter electric</li> <li>19. PH comparator with disc</li> <li>20. Refrigerator</li> <li>21. Newton's color wheel in a batch</li> <li>22. Spirometer</li> <li>23. Tonometer</li> <li>24. Hydrometer</li> <li>25. Viscometer</li> <li>26. Osmometer</li> </ol>					

	27. Stalagmometer 28. sterilizer					
12.	<b>Details of Equipments/Instruments for Saidla Laboratory:</b> <ol style="list-style-type: none"> <li>1. Pestle and mortar               <ol style="list-style-type: none"> <li>a) Small</li> <li>b) Medium</li> <li>c) porcelain</li> <li>d) iron</li> </ol> </li> <li>2. Heating device               <ol style="list-style-type: none"> <li>a) Gas stove</li> <li>b) Electric stove</li> <li>c) Hot plate</li> <li>d) Chulla (charcoal)</li> <li>e) Vessels</li> <li>f) Frying pan</li> <li>g) Steel vessel</li> <li>h) Spatula</li> <li>i) Ladles &amp; Spoons</li> <li>j) Knife</li> <li>k) Plates</li> <li>l) Tongs</li> </ol> </li> <li>3. Measuring Equipment's Different size (Glass)</li> <li>4. Big vessels &amp; containers               <ol style="list-style-type: none"> <li>a) Brass</li> <li>b) Copper</li> <li>c) Steel etc.</li> </ol> </li> <li>5. Balance (Different Capacity)               <ol style="list-style-type: none"> <li>a) Physical</li> <li>b) Chemical</li> </ol> </li> <li>6. Pounding Apparatus</li> <li>7. Sieves (Assorted Nos. &amp; Size)</li> <li>8. Wet Grinder</li> </ol>					

	9. Mixi 10. Juice Extractor 11. Putas (Different kind) 12. Pyrometer 13. Thermometer 14. Pressure Cooker 15. Crucibles 16. Refrigerator 17. Jars (porcelain) Fermentation purpose 18. Distillation apparatus including traditional methods such Qara Ambiq, Nal Bhabka etc 19. Enamel trays 20. Sprit Lamp 21. Microscope 22. Earthen vessels-pots 23. Almirah's & Racks for storage					
13.	<b>Details of Equipments/Instruments for Pharmacognosy Laboratory:</b>  1. Field magnifier 2. Compound microscope 3. Dissecting Microscope 4. Microscope 5. Slides box with cover slips, 6. Blotting/filter papers 7. Electronic balance 8. Dissection Box 9. Enamel Trays 10. Reagents- a) Chloroform b) Alcohol c) HCL					

	d) Sulphuric acid e) Sodium, potassium hydroxide f) Benedict solution g) Sodium nitrate h) Potassium nitrate i) Citric acid j) Iodine k) Ethyl Alcohol l) Potassium Iodide m) Xylol/pure xylene (slide preparation)					
14.	<b>Details of Equipments/Instruments for Mahiyatul Amraz Laboratory:</b>  1. Binocular microscope 2. X-ray view box 3. Sterile disposable lancer/needle 4. Sahli's Square tube 5. Hb pipette 6. Dropper 7. Glass rod 8. WBC pipette 9. Improved Neubauers chamber 10. Cover slips 11. Red cell pipette 12. Cleaned slides 13. Incubator 14. Wintrobe's tube 15. Pasteur's pipette 16. Centrifuge Graduate Machine 17. Westregren's pipette 18. Rubber teat					

19. Westergren's pipette 20. Litmus paper 21. PH Indicator paper strips 22. Urinometer 23. Multi stix 24. Bunsen burner 25. Test tube 26. Test tube holder 27. Filter paper 28. Steel almirah 29. Steel rack 30. Glass jars with lid of different sizes 31. Glass view work 32. Magnifying lens 33. Autoclave 34. Water bath 35. Separating funnel of various sizes 36. Stop watch 37. Ultraviolet lamp 38. Monocular microscope with oil emersion lens20(e) 39. Capillary Tubes 40. Hot air oven 41. Microscope with oil immersion 42. Refrigerators 43. Sterile vessels /bottle to collect simples 44. BP Apparatus 45. Stethoscope 46. Thermometer 47. Tongue depressor 48. Torch					
---	--	--	--	--	--

	49. Knee hammer 50. Measuring Tape 51. ENT examination set 52. Reflectors(Mirrors) 53. Weighting machine 54. Tuning Forks 55. Nasal speculum 56. Laryngoscope 57. Catheters 58. Probes 59. Disposable Gloves 60. Physical balance 61. Syringe needle destroyer 62. HBs Ag Kit 63. HIV kit-Tridot(method by T mitra) 64. CT and BT Kit 65. Cell counter (haemoautoanalyer) 66. Renal profile,LET Kit,Liquid profile,Blood Sugar kit					
15.	<b>Details of Equipments/Instruments for Labour Room:</b>  1. Shadowless lamp 2. Suction Machine(Neonatal) 3. Oxygen Cylinder and Mask 4. Foetal Toco Cylinder and Mask 5. Radient Warner 6. Phototherapy Unit 7. Weighting Machine (paediatric) 8. Patient Warner 9. Anaesthesia trolley					

10.	Infantometer					
11.	Vacuum extractor					
12.	Foetal Dropper					
13.	Low cavity forceps					
14.	Steriliser					
15.	Machintosh rubber sheet					
16.	Catguts and Thread					
17.	Speculum-Sim's-Cuscos					
18.	Instruments for labour and Episiotomy (Scissors,forceps,needle,hoodle etc)					
19.	Baby tray					
20.	Draw sheets					
21.	Plastic Aprons					
22.	HIV Kit for emergency patients					
23.	Plain and Hole towels					
24.	Gloves					
25.	Nebuliser					
26.	Foetoscope					
27.	Auto Clave					
28.	Drums					
29.	Instrumental Trolley					
30.	OT tables and head up and head low facility					
31.	Double dome Shadowless lamp					
32.	Pulse Oxymeter					
33.	Oxygen Cylinder					
34.	Resuscitation Kit					
35.	Boyle's apparatus					
36.	Electro Cautery					
37.	MTP Suction Curette					
38.	Anaesthesia Kit					



	39. Blunt and Sharp Current 40. Dilators set(Hegar's,Hawkins) 41. Anterior Vaginal Wall retractor 42. Uterine sound 43. Volsellum 44. MTM Suction Curette 45. Needles 46. Needle holders 47. Sponge holding forceps 48. Towel Clips 49. Retractors abdominal(Doyne's etc) 50. Green armytage forceps 51. Uterus holding forceps 52. Kocher's forceps 53. Artery forceps(Long,short,Mosquito) 54. Scissors-different sizes 55. Forceps obstetrics 56. Tongue depressor 57. Endorracheal tubes 58. B.P. apparatus 59. HSG Connula 60. Cord Cutting appliances 61. I.U.C.D. removing hook 62. Bladder Sound					
16.	<b>Details of Equipments/Instruments for Operation Theater (Jarachat):</b>  1. Spot light (Shadowless ceiling fitted) 2. Needle holding Forceps(big – medium –small)					

3.	Aprons					
4.	Specimens Jar					
5.	Dressing drums of Assorted size					
6.	Drum stand					
7.	IV Stand					
8.	X-ray View Box(double)					
9.	Surgeon's gown					
10.	Mask and caps					
11.	Gauze,cotton and Bandage					
12.	Gloves of different size					
13.	Cheetles Forceps					
14.	Towel Clips					
15.	Mosquito forceps					
16.	Scissors straight (Tailor)					
17.	Scissors curved of different sizes					
18.	Stitch removal Scissors					
19.	Dissection forceps					
20.	Sinus forceps					
21.	Probes-Assorted size					
22.	Pointed scissors					
23.	Gastric and intestinal clamps(occlusive and rushing)					
24.	Abdominal Retractors					
25.	Tissue Forceps					
26.	Bob Kock's Forceps					
27.	Kochers forceps					
28.	Urethral Dilators					
29.	Rubber catheters of Assorted size					
30.	Metal Catheters					
31.	Corrugated Rubber drain					
32.	Suturing Needle (straight/curved)of Assorted size					
33.	Surgical thread					

34.	Sponge holding forceps					
35.	Right Angle cholecystectomy Forceps					
36.	Stone holding forceps					
37.	Proctoscope with or without illuminator					
38.	Bougies (Megars)					
39.	Allies Forceps small					
40.	Allies Forceps Big					
41.	Pile holding forceps					
42.	Artery Forceps small					
43.	Artery Forceps big					
44.	Artery Forceps Medium					
45.	Sigmoidoscope Rigid /flexible					
46.	Barron Pile's Gum					
47.	Laryngoscope Pediatric/Audit					
48.	Boyles Apparatus					
49.	Multiparameter Monitor					
50.	Ambu Bag					
51.	Suction machine Electrical/Manual					
52.	Generator (Minimum 30Kv)					
53.	Emergency light					
54.	Fire Extinguisher					
55.	Skin grafting Knife with handle					
56.	Surgical blades of different size					
57.	BP Handle of different size					
58.	Vertical BP Instrument					
59.	Slef Retaining Retractor					
60.	Bone cutter					
61.	Bone Drill Machine					
62.	Giggly Saw					
63.	Scoop					
64.	Periosteum elevator					

	65. Maggler Forceps 66. E.T .Tubes of different sizes 67. High Pressure Autoclave 68. Fumigator 69. Refrigerator 70. Nitrous Oxide Cylinder					
17.						
18.	<b>Common Rooms:</b> <ul style="list-style-type: none"> <li>Separate common rooms for boys and girls with adequate space and sitting arrangement shall be available</li> <li>proper lighting, fans/coolers/ Split ACs, drinking water and toilet facilities shall be available.</li> </ul> <b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b>	50	100			
19.	<b>Canteen:</b> <ul style="list-style-type: none"> <li>Canteen facility with sitting arrangement for about 100 persons shall be available in the college premise</li> </ul>	50	100			
20.	<b>Administrative Office</b> <ul style="list-style-type: none"> <li>Separate office room for the office staff with adequate toilet facility.</li> <li>Spacious enough space to accommodate the entire office staff with separate cabin for each official.</li> <li>Each office room adequately furnished with items like tables, chairs, cupboards, built-in racks and</li> </ul>	1	1			

	<p>shelves filling cabinets and book cases.</p> <ul style="list-style-type: none"> <li>• Provision for, computers an intercom facility wherever required.</li> <li>• Proper light, fans/coolers/ Split ACs, drinking water and toilet facilities shall be available</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet )</b></p>					
21.	<p><b>Other Facilities</b></p> <ul style="list-style-type: none"> <li>• Students Welfare Hall</li> <li>• Indoor Games Hall</li> <li>• Facility of safe drinking water and adequate sanitary/toilets for men and women separately</li> <li>• Each floor should have atleast 4 toilets with wash basins for faculty and staff</li> <li>• Common toilets 12 with washbasins for 60 students</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>	<p>400 Sq. ft 4000 Sq ft</p>				
22.	<b>Garage</b>	<p>To accommodate 60 Seater Vehicle</p>				

23.	<b>Fire Extinguisher</b> <ul style="list-style-type: none"> <li>Adequate provision for extinguishing fire should be available as per the local bye-laws</li> </ul>					
24.	<b>Playground</b> <ul style="list-style-type: none"> <li>Well Developed Play Ground for outdoor sports like Volleyball, Football, Cricket and for Athletics</li> </ul>					
25.	<b>Sick Room</b>	Minimum of 2 beds be provided				
26.	<b>Essential Services</b> <ul style="list-style-type: none"> <li>Adequate facilities for essential services of safe drinking water, toilets, wash basins, electricity and sewerage facilities be provided in all the buildings</li> </ul>					
27.	<b>Other Facilities</b> <ul style="list-style-type: none"> <li>Ramps be provided in the buildings for physically handicapped</li> <li>Separate common rooms for girls and boys be provided in co-educational colleges.</li> <li>Separate toilets for girls.</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>					

## D. Allied Infrastructure Requirements of an Unani College

S. No.	Infrastructural Facilities	Minimum Requirement	Infrastructure Available	Deficiency If Any	Remarks
1.	<b>Herbal Garden:</b> <ul style="list-style-type: none"><li>A well developed medicinal plant garden with 250 species of medicinal plants and a demonstration room of 25 to 50 sq.mt</li></ul>	2500 Sq. Mts	4000 Sq. Mts		

## E: Hostel Block

1.	<b>HOSTEL BLOCK for 60 students</b> <ul style="list-style-type: none"> <li>Separate hostel for the male and female students</li> </ul>	24000 Sq.ft			
i)	<b>Single Room/ Double Room</b> <ul style="list-style-type: none"> <li>Hostel facility be created within 5 years of the establishment of the college</li> <li>Ideally 2 students in one room with adequate furniture like beds, reading tables, chairs and cupboards..               <ul style="list-style-type: none"> <li>Single Seater</li> <li>Double Seater</li> <li>Three Seater</li> </ul> </li> <li>Proper lighting, fans/coolers/ Split ACs, drinking water and toilet facilities shall be available</li> </ul> <p>(Give details of each of the above items., Wherever required give information on a separate sheet)</p>	8-9 Sq. Mts. per student 7.5 to 8 Sq. Mts. per student 7 to 7.5 Sq. Mts. per student			
ii)	<b>Sanitary</b> <ul style="list-style-type: none"> <li>Toilet and bathroom facilities shall be provided on each floor of the student's hostel @ of one toilet and one bathroom for 2-6 students.</li> <li>Geysers in bathroom and wash basins shall also be available.</li> </ul>	500 sq.ft			
iii)	<b>Visitor Room</b> <ul style="list-style-type: none"> <li>There should be a visitor's room in the hostel having comfortable seating, lighting and toilet facilities.</li> <li>Proper lighting, fans/coolers/ Split ACs shall be available</li> </ul>	500 sq.ft			



iv)	<b>Reading Room</b> <ul style="list-style-type: none"> <li>• Space and furniture ideally for 40% of the boarders</li> <li>• Proper lighting, fans/coolers/ Split ACs, and toilet facilities shall be available</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>	250 sq.ft			
v)	<b>Store Room</b>	500 sq.ft			
vi)	<b>Recreation Room</b> <ul style="list-style-type: none"> <li>• Having T.V with cable connection.</li> <li>• Separate Hall for indoor games.</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>	500 sq.ft			
vii)	<b>Dining Hall</b> <ul style="list-style-type: none"> <li>• To seat at least 80% of the total students strength at one time with adequate furniture</li> <li>• Proper lighting, fans/coolers/ Split ACs, drinking water and toilet facilities shall be available</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>	3000 sq.ft			
viii)	<b>Kitchen</b> (Hygienic with proper ventilation)	1000 sq.ft			
ix)	<b>Pantry</b> <ul style="list-style-type: none"> <li>• One Pantry on each floor should be provided. It should have water cooler and Microwave Oven.</li> </ul>	01			

x)	<b>Washing &amp; Ironing Room</b> <ul style="list-style-type: none"> <li>Facility for drying and ironing of clothes shall be available in each floor</li> </ul>	01			
xi)	<b>Room for Cooks &amp; Room Attendants</b> <ul style="list-style-type: none"> <li>One room of 9.60 sq. m. with WC and bathrooms</li> <li>Proper lighting, fans/coolers/ and toilet facilities shall be available</li> </ul>	1			

## F: Requirement of Staff for Unani College Hospital

S.No.	Post	Minimum Requirement	In Place	Deficiency If Any	Qualification of Appointee	Nature of Appointment	Pay Scale	Remarks
1.	<b>Hospital Superintendent</b> <ul style="list-style-type: none"> <li>The incumbent to the post of Medical Superintendent shall be with a qualification of not less than that of Professor</li> </ul> <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> <li>Principal or Dean may function as ex-officio Medical Superintendent. However, if there exists a post of hospital Superintendent, it shall continue to exist and a person shall have to be in place</li> </ul>	01						
2.	<b>Deputy Medical Superintendent</b> <ul style="list-style-type: none"> <li>The qualification shall be BUMS and PG Degree in clinical subject or BUMS with 10 years of clinical experience.</li> <li>Full time regular incumbent other than the teaching staff.</li> </ul>	01						
3.	<b>Consultants</b>	Teachers of clinical departments						
4.	<b>Resident Medical Officers/Resident Surgical/Medical Officer</b> <ul style="list-style-type: none"> <li>Moaljat</li> <li>Niswan wa Qabalat</li> </ul>	05 01 02						

	<ul style="list-style-type: none"> <li>• Jarahat</li> <li>• Amraze Atfal</li> </ul> <b>Qualification: - BUMS</b>	01 01						
5.	<b>Matron/Nursing Superintendent</b>	One						
6.	<b>Staff Nurses for in-patient Department</b>	One for every 20 beds						
7.	<b>Ward Boy or Ayah</b>	One for every ten beds						
8.	<b>Pharmacists</b>	Two						
9.	<b>Dresser</b>	Two						
10.	<b>Store Keeper</b>	One						
11.	<b>Office Staff (for Registration, Record Maintenance, Data Entry)</b>	Two						
12.	<b>Dark Room Attendant</b>	One						
13.	<b>Operation Theater Attendant</b>	One						
14.	<b>Modern Medical Staff</b>							
i.	<b>Medical Specialist</b>	One Part Time/ On Contract						
ii.	<b>Surgical Specialist</b>	One Part Time / On Contract						
iii.	<b>Obstetrician and Gynecologist</b>	One Part Time / On Contract						
iv.	<b>Pathologist</b>	One Part Time / On Contract						

v.	<b>Anesthesiologist</b>	One Part Time / On Contract						
vi	<b>Ophthalmologist</b>	One Part Time / On Contract						
vii	<b>Pediatrician</b>	One Part Time / On Contract						
viii	<b>Radiologist</b>	One Part Time / On Contract						
ix	<b>Dentist</b>	One Part Time / On Contract						
x	<b>Physiotherapist</b>	One Part Time / On Contract						
xi	<b>X-Ray Technician / Radiographer</b>	One						
<b>15: Staff for Ilaj bit tadbeer Therapy Section for Out-Patient Department (OPD) and In-Patient Department (IPD)</b>								
	<b>Ilaj bit Tadbeer Specialists</b>	Teachers Of Ilaj Bit Tadbeer Department.						
ii.	<b>House Officer or Clinical Registrar or Senior Resident (Unani)</b>	One						
iii.	<b>Ilaj bit tadbeer Nurse</b> (in addition to the nurses indicated at S.No. 6)	One						
iv.	<b>Ilaj bit tadbeer Assistant</b>	One Male and One Female						
v.	<b>Messieurs</b>	One Male and One Female						

## F. Staff for Operation Theatre

S.No.	Post	Minimum Requirement	In Place	Deficiency If Any	Qualification of Appointee	Nature of Appointment	Pay Scale	Remarks
1.	<b>Jarahat Specialists</b>	Teachers of Ilmul Jarahat Department						
2.	<b>Operation Theatre Attendant</b>	One						
3.	<b>Dresser</b>	One						
4.	<b>Nurse</b> <ul style="list-style-type: none"> <li>In addition to the nurses indicated at S. No. 6 above</li> </ul>	One						
<b>5. Labour Room</b>								
i.	<b>Qabalat wa Amraze Niswan Specialists</b>	Teachers of Qabalat wa Amraze Niswan department						
ii	<b>Midwife</b>	One						
<b>6. Clinical Laboratory</b>								
i.	<b>Laboratory Technicians</b>	Two						
ii.	<b>Peon or Attendant</b>	Two						
<b>7. Teaching Pharmacy and Quality Testing Laboratory</b>								

i	<b>Pharmacy Incharge (Teachers of Ilmu Advia wa Saidla deptt.)</b>	One						
ii.	<b>Peon or Attendant</b>	One						
iii.	<b>Workers</b>	Two						
iv	<b>Analytical Chemist (Part time)</b> • Lab Technician provided under non-teaching staff in the Deptt.	One						
v.	<b>Pharmacognosist (Part time)</b> • Lab Technician provided under non-teaching staff in the Deptt.	One						

**Note:-**

- i. For hospital with more than sixty beds, two incumbents each as Resident Medical Officers, Resident Surgical Officers, Assistant Matrons and Pharmacists shall be additionally required.
- ii. The hospital shall be equipped with adequate provision of security, civil and electrical, sanitation, dietary and canteen, laundry and waste incineration and disposal services
- iii. Essential duty staff and services shall be available round the clock.
- iv. Services of the non-technical staff such as Peon, Attendant, Sweeper, Guards, Washer man, Gardener and Cook etc. be obtained permanent basis.
- v. For conditional permission, minimum eighty percent of above hospital staff shall be required.

### G. Details of Teaching Staff Required In Unani College

S. No.	Position/ Teaching Deptts.	Minimum Requirement		Faculty in Place	Deficiency If Any	Qualification of Appointee	Nature of Appointment	Pay Scale	Remarks
1.	<b>Dept. of Kulliyat</b>	Upto 60 Students	From 61 to 100 Students						
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor		01						
iii.	Assistant Professor	01	01						
2.	<b>Dept. of Tashreehul badan</b>								
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor		01						
iii.	Assistant Professor	01	01						
3.	<b>Dept. of Munafeul Aza</b>								
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor	x	01						
iii.	Assistant Professor	01	01						
4.	<b>Dept. of Ilmul Advia</b>								
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor	x	01						
iii.	Assistant Professor	01	01						
5.	<b>Dept. of Ilmul Saidla</b>								
i.	Professor	Prof or AP -01	01						



ii.	Associate Professor	x	01						
iii.	Assistant Professor	01	01						
6.	<b>Dept. of Mahiyatul Amraz</b>								
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor	x	01						
iii.	Assistant Professor	01	01						
7.	<b>Dept. of Tahaffuzi wa Samaji Tib</b>								
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor	x	01						
iii.	Assistant Professor	02	02						
8.	<b>Dept. of Moalajat</b>								
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor	x	01						
iii.	Assistant Professor	02	02						
9.	<b>Dept. of Niswan wa Qabalat</b>								
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor		01						
iii.	Assistant Professor	01	02						
10.	<b>Dept. of Ilmul Atfal</b>								
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor	x	01						

iii.	Assistant Professor	01	01						
11.	<b>Dept. of Jarahat</b>								
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor	x	01						
iii.	Assistant Professor	01	01						
12.	<b>Dept. of Am uzn Halaq wa Asnan</b>								
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor	x	01						
iii.	Assistant Professor	01	01						
13.	<b>Dept. of Amraze Jild wa Tazeeniyat</b>								
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor	x	01						
iii.	Assistant Professor	01	01						
14.	<b>Dept. of Ilaj bit Tadbeer</b>								
i.	Professor	Prof or AP -01	01						
ii.	Associate Professor	x	01						
iii.	Assistant Professor	01	01						

**Note:**

- i. For an intake upto 60, the departments require to have either Professor or Associate Professor
- ii. Faculty Appointments shall have to be on permanent basis.
- iii. Faculty on contractual basis or on Academic Arrangement basis shall be only to the extent of 25% of the total faculty positions prescribed for the programme for a maximum period of one year only.
- iv. Pay scales as per the scales prescribed by the state Govt. or Affiliating University from time to time
- v. Selection committee shall be in accordance with the constitution prescribed by the State Govt. or Affiliating University.
- vi. Age of superannuation and other benefits shall be same as that of the state government / Affiliating University norms
- vii. Teacher- Student Ratio shall be 1:10
- viii. Tutor-Student Ratio shall be 1:10
- ix. No part time Nursing faculty will be counted for calculating total number of faculty required for a college
- x. Irrespective of number of admissions, all faculty positions must be filled.

**Essential Qualifications: Same as recommended by National Council of Indian System of Medicines.**

## H. Details of Technical & Other Staff for an Unani College

S. No.	Department	Post	Minimum Requirement	Staff in Place	Deficiency If Any	Qualification of Appointee	Nature of Appointment	Pay Scale	Remarks
1.	<b>Kulliyat</b>	Attendant	One						
2.	<b>Tashreehul Badan</b>	Laboratory Technician	One						
		Museum Keeper	One						
3.	<b>Munafeul Aza</b>	Laboratory Technician	One						
		Museum Keeper	One						
4.	<b>Ilmul Advia</b>	Laboratory Technician	One						
		Museum Keeper	One						
5.	<b>Saidla</b>	Dawasaz/Pharmacy Attendant	One						
6.	<b>Mahiyatul Amraz</b>	Laboratory Technician	Two						
7.	<b>Niswan wa Qabalat</b>	Attendant	Two						
8.	<b>Ilmul Atfal</b>								
9.	<b>Tahafuza wa Samaji Tib</b>								
10.	<b>Moalajat</b>								
11.	<b>Jarahat</b>								

12.	<b>Amraze Amuzn Antwa Halaq</b>								
13.	<b>Ilaj bit Tadbeer</b>								
14.	<b>Amraze wa Tazeemat</b>								
15.	<b>Herbal Garden</b>	Gardener	One						
		Multipurpose worker	Two						

**Note:**

- i. Technical staff appointments shall have to be on permanent basis.
- ii. Technical staff on contractual basis or on casual basis only to the extent of 20% of the total staff positions prescribed for the college
- iii. Pay scales as per the scales prescribed by the state Govt. or Affiliating University from time to time
- iv. Constitution of the selection committee shall be in accordance with the constitution prescribed by the affiliating university.
- v. Age of superannuation and other benefits shall be same as that of the state government / Affiliating University norms

**Essential Qualifications: For the above posts qualifications will be same as recommended by the affiliating university and National Council of Indian System of Medicines.**

## I: Administrative and Supporting Staff

S. No.	Post	Minimum Requirement as Per NCISM	Staff Available	Deficiency If Any	Prescribed Qualification	Qualification of Appointee	Nature Of Appointment	Pay Scale	Remarks
1.	Administrative Officer	01							
2.	Clerk / Accountant	01							
3.	Store Keeper	01							
4.	Computer Assistant	01							
5.	Librarian	01							
6.	Peons	02							
7.	Sweepers	01							
8.	Gardener	01							

## J: Requirement of Staff for College Library

S. No.	Post	Minimum Requirement of Staff	Staff Available	Deficiency If Any	Prescribed Qualification	Qualification of Appointee	Nature Of Appointment	Pay Scale	Remarks
1	<b>Librarian</b>	01							
2	<b>Assistant Librarian</b>	01							
3	<b>Book Picker</b>	01							
4	<b>Peon</b>	01							

**K: Staff for the Hostel**

S. No.	Post	Minimum Requirement of Hostel Staff	Staff Available	Deficiency If Any	Nature Of Appointment	Pay Scale	Remarks
1.	Warden	01					
2.	Cook	One For Every 50 Students For Each Shift					
3.	Kitchen & Dining Room Helper	One For Every 50 Students For Each Shift					
4.	Sweeper	01					
5.	Security Guard/ Chowkidar	01					

**Note:**

- i. Staff Appointments shall have to be on permanent basis.
- ii. Non- teaching staff on contractual basis or on casual basis only to the extent of 25% of the total staff positions prescribed for the college
- iii. Essential qualifications as per the qualifications prescribed by the state Govt or affiliating university for the above posts.
- iv. Pay scales as per the scales prescribed by the state Govt or Affiliating University from time to time.
- v. Selection committee shall be as per the constitution prescribed by the Affiliating University for such positions.
- vi. Age of superannuation and other benefits shall be same as that of the state government / Affiliating University norm.

## L: Restricted Funds

S. No	Name of the Fund	Minimum Amount Prescribed by the Affiliating University/ NCTE	Date Of Establishment	Amount As On Date	Remarks
1	Endowment Fund	Rs 5 Lakhs			
2	Contingency Fund	Rs. 7 Lakhs			

## M: Budgets:

There has to be separate budget for every department and service centre like:

- Salary, pension and other benefits.
- Office contingencies
- Labs
- Library
- Sports