

M.S.R. for Diploma in Ilaj-bil-Tadbeer Technician

1. Short title and commencement.-

- (1) These regulations may be called the **Examining Body for Paramedical Courses regulations for Diploma in Ilaj-bil-Tadbeer Technician** (Minimum Standard Requirements of colleges/ institutes for Diploma in Ilaj-bil-Tadbeer Technician Regulations, 2015).
- (2) They shall come into force on the date of their publication in the Official Gazette.

2. Definition:

- (1) In these regulations, unless the context otherwise requires,-
 - (a) “Act” means the Delhi Bharatiya Chikitsa Parishad Act, 1998 (Delhi Act No. 4 of 1999)
 - (b) “College” means college/institute or Institute conducting or proposed to conduct Diploma in Ilaj-bil-Tadbeer Technician course.
- (2) The words and expression used herein and not defined but defined in the Act shall have the respective meanings assigned to them in the Act.

3. Minimum Standard Requirements.-

- (1) The Unani Paramedical Course in colleges/institutes established under Examining Body shall fulfill the minimum standard requirements of infrastructure and teaching and training facilities as provided by the Examining Body for consideration of grant of permissions for undertaking admissions in the coming academic years.
- (2) If a college/institute fulfills the requirement as per these notified regulations, it shall be granted permission to undertake admissions for a period of one year during which the college/ institute shall not be inspected, except for random checks on receipt of any complaint, or otherwise as deemed necessary by the Examining Body for Paramedical Training for Bhartiya Chikatsa, Delhi. The Examining Body shall visit the college/institute *suomoto* three months before the expiry of permission.
- (3) The conditional permission shall be granted only to those colleges/ institutes which are fulfilling at least the requirement of teachers as specified by the Examining Body; and availability of equipment as specified for each academic year on the basis of the separate inspections to be carried by the Examining Body.

4. Requirement of Land: The total build up area required for adequate infrastructure and other infrastructure required under these regulations, is made available in a single piece of land, not less than 1/2 (half) acres, for an intake capacity up to sixty seats. For intake capacity from separated by a sixty one to hundred seats, the land shall not be less than one acre. The plot, if road or canal or rivulet but connected with a bridge, will be treated as one piece of land. The total constructed area shall be based upon the permissible Floor Area Ratio (FAR) or Floor Space Index (FSI) allowed by the competent authority or local laws or rules. A certificate from the local municipal authority certifying or approving the construction plan of the proposed buildings having the required construction area must be provided at the time of applying for permission of the State Government. The land should be owned by the college/ institute or possessed on lease, in the name of the college/institute, for a period of not less than ninety nine years or the maximum permissible period as per the rules or regulations of the respective State Government or Union territory. Renewal of permission shall, however, be required on expiry of lease.

Explanation.-The Floor Area Ratio or Floor Space Index is the ratio of the total floor area of buildings on a certain location to the size of the land of that location, or the limit imposed on such a ratio.

5. Requirement of minimum constructed area:

- (1) The institute shall have the constructed area of twelve hundred square meter each for intake capacity up to sixty seats.
- (2) The college/ institute shall also maintain other infrastructural requirements like sufficient accommodation to work comfortably, for college/ institute staff, outdoor and indoor games facility, civil and electrical services and workshop and adequate parking space within the campus of college/ institute.

6. Admission Capacity: The annual intake capacity in under diploma course will be in the slabs of sixty and hundred. If any college/ institute has the intake capacity of less than sixty or between sixty one and hundred seats, it has to comply with the requirements for sixty or hundred seats respectively, as mentioned in SIF.

7. Requirements of college/ institute:

- (1) **Teaching Staff:** There shall be a minimum of 6 full-time teachers and 10 full-time teachers appointed on regular basis for intake capacity of up to sixty students and sixty one to hundred respectively with the addition of five and ten part-time teachers for respective slab, as specified in the SIF.
- (2) **Age of Teachers:** The age of superannuation of teachers shall be as per the Central Government or State Government or University Grant Commission norms as applicable in that particular Institute, and the retired teachers, fulfilling the eligibility norms of teachers can be re-employed up to the age of sixty-five years as full-time teacher.
- (3) **Requirement of technical and other staff:** Technical and other staff in various units and departments of the college/ institute shall be as per the details given in SIF.

8. Miscellaneous requirements:

- (1) **Office Support:** Dean/principal /director office and each department shall have independent computer and printer facility.
- (2) **College/ institute Council:**
 - (a) Every college/ institute or Institution shall have a college/ institute Council comprising of the Head of Departments as members and Principal/Dean/Director as Chairperson.
 - (b) The college/ institute 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) The college/ institute Council shall also organize interdepartmental meetings like grand rounds, statistical meetings including periodical other review in the Institution regularly.
- (3) **College/institute Website:** Each and every college/ institute or institute shall have its own website, wherein the following details updated in the first week of every month shall be provided-
 - (a) Details of Principal/Director/Dean including their name, age, registration number, qualification, date of joining, complete address with telephone or mobile numbers and State Trunk Dialing code, fax and E-mail etc;
 - (b) Details of teaching staff along with their photograph, registration number, date of birth, qualification, experience, Department etc.;

- (c) Details of the non-teaching staff of college/ institute along with their department;
 - (d) Details of the sanctioned intake capacity of various courses under graduate as well as post graduate;
 - (e) List of students admitted, merit-wise, category-wise Diploma and Certificate) for the current and previous year
 - (f) Any research publications during the last one year;
 - (g) Details of any Continuous Medical Education (CME) programmes, conferences and/or any academic activities conducted by the institution;
 - (h) Details of any awards and achievement received by the students or faculty;
 - (i) Details of the affiliated body;
 - (j) Result of all the examinations of last one year;
 - (k) Detailed status of recognition of all the courses;
- (4) **Biometric Attendance:** It is desirable to have biometric attendance supported with web camera based computerized attendance system for teaching, non teaching college/ institute staff.

9. Phase wise specific requirements of new college/ institutes:

- (1) A Unani Paramedical course in college/institute seeking permission for starting Diploma Courses under Examining Body shall establish infrastructure and manpower in phased manner, as provided.
- (2) Before admission of the first batch of students, the college/institute shall have.-
 - (a) At the time of submission of application, there should be a fully developed college/ institute building.
 - (b) all teachers with the requisite qualifications required for first year of teaching should be available and wherever there is shortfall of Professors, equal number of Readers shall be appointed;
 - (c) a library with one thousand books, seating capacity of fifty persons for up to sixty admissions and eighty persons seating capacity for sixty-one to hundred admissions and adequate staff;
 - (d) a properly furnished and well-equipped one lecture halls and teaching departments and laboratories and museums essential for the first year teaching;
 - (e) Fifty percent of supporting staff on the posts sanctioned for the purpose, on regular or contractual basis as per norms.
- (3) The college/ institute will be visited at least three months before the admission of the second batch of students and at that time the college/ institute shall have-
 - (a) All teachers with the requisite qualification and non-teaching staff required for the first and the second years of teaching and training should be appointed, and wherever there is shortfall of Professors, equal number of Readers shall be appointed.
 - (b) a library with one thousand books, seating capacity of fifty persons for up to sixty admissions and eighty persons seating capacity for sixty-one to hundred admissions and adequate staff;
 - (c) a properly furnished and well-equipped lecture halls and teaching departments, laboratories and museums, essential for first year of teaching;
 - (d) fully developed buildings college/ institute and teaching pharmacy;
 - (e) seventy-five percent of the supporting and other staff on the posts sanctioned for the purpose, on regular or contractual basis as per norms; and
- (4) Before the admission of the second batch of students, the college/ institute shall have.-
 - (a) all teachers with the requisite qualification in the concerned subject and non-teaching staff required for the first and second, years of teaching and training;
 - (b) all infrastructure and manpower requirements of college/ institute , and other units in accordance with the specified norms;

- (c) a library with two thousand and five hundred books, seating capacity of fifty persons for upto sixty admissions and eighty persons seating capacity for sixty-one to hundred admissions and adequate staff;
- (5) The permission to establish a Unani Paramedical course college/ institute and admit students, may be granted initially for a period of one year and may be renewed on yearly basis subject to verification of achievement of annual targets, and it shall be the responsibility of the college/ institute to apply to the Examining Body for purpose of renewal six months prior to the expiry of the initial permission. This process of renewal of permission will continue till such time the establishment of the paramedical college/ institute is completed for passing-out of the first batch.

10. List of equipments, machineries, etc.-To ensure proper provision of teaching and training material to the students, the college/institute shall possess the minimum ninety percent of required equipments, machineries etc. in the teaching departments, laboratories and library, pharmacy and other units of the college/ institute in sufficient numbers, as specified.

SCHEDULE-I

REQUIREMENTS FOR DIPLOMA IN ILAJ-BIL-TADBEER TECHNICIAN COURSE

S. No (1)	Particulars (2)	Built up area (in sq.mt.)	
		Up to 60 students intake	61 to 100 students intake
		(3)	(4)
	Total constructed area of college/ institute building	1200	2400
(1)	Administrative Section: Administrative section of the college/ institute shall include Principle's Room, Personal Assistant's Room, Reception, Visitor's lounge, Staff Committee Room, Clerk's room and Accounts section, Record room, Central Store and separate toilets for gents and ladies.	150	300
(2)	Lecture Halls: There shall two Lecture halls of eighty square meter for sixty students and for above sixty-one to hundred students, of one hundred sixty square meter area, with proper electricity supply, audio-visual teaching aids, fans or coolers and comfortable sitting arrangement preferable theatre type. Separate toilets for boys and girls shall be constructed in each floor.	150	300
(3)	Seminar or Conference or Examination Hall: A large hall with sitting capacity for four hundred to five hundred persons shall be available within the college/ institute premises for meetings, seminars, conferences, symposia, examination, counseling etc. The hall shall have adequate electrical and sitting arrangement and audio-visual system facilities.	150	300
(4)	Library: A library shall have seating capacity for fifty students for sixty intake capacity and eighty students for hundred intake capacity, adequate number of shelves or almirahs, sufficient space for keeping stocks, separate reading room for teachers, librarian's room, photocopier or video room computer with printer and internet facility. The library shall have proper light arrangement, fans or	100	200

	coolers, drinking water arrangement and toilet facilities. The library shall have two thousand five hundred books of different titles of Unani, modern medicine and allied sciences at the time of admission of students. .		
	Total	550	1100
(5)	Teaching Departments: There shall be three Teaching Departments each with rooms for teachers, a small departmental library, a small office, working accommodation for non-teaching staff and a museum or laboratory or tutorial room as per requirement of individual department.	Total 650 sq. metre and break up may be as follows:	Total 1300 sq. metre and break up may be as follows:
	Department wise area requirement shall be as under:		
	(1) (i) Dept. of Kuliyat plus Departmental library cum tutorial room;	50	100
	(ii) Tashreeh ul badan a well-ventilated Hall with exhaust fans and preferable air-conditioned, a room for students with adequate lockers and wash basins, and Tashreeh ul badan museum with optional micro-anatomy laboratory;	100	200
	(iii) Munafe-ul-Aza (Physiology) laboratory with optional facility for bio-chemistry testing;	100	200
	(2) (i) Dept. of Ilaj-bit-Tadbeer	300	600
(6)	Common Rooms: Separate common rooms for boys and girls with adequate space and seating arrangement shall be available.	50	100
(7)	Canteen: Canteen facility with sitting arrangement for about hundred persons shall be available in the college/ institute premise. Desirable)	50	100
	Total	650	1300

Note: The above indicated subdivided area among various components may vary within plus or minus twenty per cent but the total area of Paramedical course Unani college/institute should be as per the area mentioned at regulation 5.

DETAILS OF TEACHING STAFF IN PARAMEDICAL UNANI COLLEGE/ INSTITUTE FOR DIPLOMA ILAJ-BIL-TADBEER TECHNICIAN COURSE

S. No	Teaching Department	Requirement of teaching staff							
		Upto 60 students				From 61 to 100 students			
(1)	(2)	(3)				(4)			
		Prof.	Associate Prof.	Asstt. Prof.	Total	Prof.	Associate Prof.	Asstt. Prof.	Total
1.	Kuliyat	1			01	2			02
2.	Tashreeh wa manafeulaza	2 (one Manafeulaza and one Teshreeh)			02	2+2			04
3.	Ilaj-bil-Tadbeer	1	or 1	2	03	2	or 2	4	06
	Total	1			05	2			10

SCHEDULE-VI
DETAILS OF TECHNICAL AND OTHER STAFF IN PARAMEDICAL COURSE
UNANI COLLEGE/ INSTITUTE FOR DIPLOMA ILAJ-BIL-TADBEER
TECHNICIAN

S.No.	Department	Post	Requirement
(1)	(2)	(3)	(4)
1.	Library	Librarian/Assistant Librarian	1
		Library Attendant or Peon	1
2.	College Office	Clerical staff for administrative accounts services	2
Dept. of Kulliyat		Attendant	1
3.	Tashreehul badan	Laboratory Technician	1
		Museum Keeper	1
4.	Munafeul Aza	Laboratory Technician	1
		Museum Keeper	1
Ilajbit tadbeer		Technician	2+1(Female)
		Attendant	2+1(Female)

The Sweeper, Attendant, Lifter, Laboratory Assistant, Data Entry Operator (DEO), Multipurpose Worker could be on contractual basis

(A). DETAILS OF EQUIPMENT AND INSTRUMENTS REQUIRED FOR ANATOMY HALL

S. No.	NAME OF INSTRUMENT
1.	Dummy cadaver and models of body parts
2.	Whole body skeleton, bones, preserved body organs etc
3.	Bone Cutters of various types and sizes
4.	Forceps of various types
5.	Chisels
6.	dissecting scissors of various types and sizes
7.	Tagging
8.	Knives of various types
9.	Needles of various types
10.	Glass jars with cover for specimen
11.	Laboratory trays

(B). DETAILS OF EQUIPMENT AND INSTRUMENTS REQUIRED FOR PHYSIOLOGY LABORATORY

S.No	Essential Equipment and Instruments
1.	Microscopes with oil immersion
2.	Westergren's pipette for ESR
3.	Haematocrit Tube
4.	Sahli's Haemoglobinometer
5.	Haemocytometer
6.	Sphygmomanometer
7.	Stethoscopes
8.	Clinical Thermometer
9.	Knee Hammer
10.	Tuning forks
11.	Sterilizer

12.	Stop watches
13.	Water Distillation still
14.	Thermometers, balances, Microslides,
15.	Cover slips, glassware
16.	Centrifuge with speed control
17.	Colorimeter (photoelectric)
18.	pH meter Electric
19.	pH comparator with disc
20.	Refrigerator
21.	Newton's colour wheel In a batch

(C) Ilaj bit Tadbeer Block requirement:

S.No	Name of Infrastructure	Requirement as per Norms	Available	Remarks
	Ilaj bit Tadbeer Block:	500 sq. mt.		
1.	Hamam Yabis and Ratab			
2.	Dalak			
3.	Riyazat			
4.	Fasad			
5.	Hajamah			
6.	Alq			
7.	Bakhoor			
8.	Kai			
9.	Sukoob			
10.	Ilaj bil Tadbeer therapist Physicians Room			
11.	Ilaj bil Tadbeer Store room			
12.	Physiotherapy room			
13.	Notool			

Staff for Ilaj bil Tadbeer Therapy Section for Out-Patient Department (OPD) and In-Patient Department (IPD)		
1.	Ilaj bil Tadbeer Specialists	Teachers of Ilaj bil Tadbeer department - 03
2.	House Officer or Clinical Registrar or Senior Resident (Unani)	01
3.	Ilaj bil Tadbeer Nurse	02 Male and 01 female
4.	Ilaj bil Tadbeer Assistant	02 Male and 01 female
5.	Messieurs	01 Male and 01 female