

Minimum Essential Requirements of Non-Teaching Staff for Postgraduate departments in Undergraduate College or Institution

[In addition to the non-teaching staff specified for the undergraduate department as per the student intake capacity in the NCISM- UG MES Regulations, 2023, the following requirements also shall be fulfilled]

Sl. No	Department or Section or Unit and Required Non-Teaching Staff	Required Numbers	Name of Staff
I	Postgraduate Departments		
01	Tahaffuzi wa Samaji Tib (Preventive and Social Medicine)		
	Multi-tasking staff	One	Asma Ashfak shaikh
	b) Nutrition Laboratory		
	Lab Assistant	One	Shanoor Yusuf Shaikh
	Lab Attendant	One	Irfan Khatri
02	Moalajat (Medicine)	One multi-tasking staff	Sara Ilyas Hujre
03	Jarahat (Surgery)	One multi-tasking staff	Shahjahan Barkatullah Shaikh
04	Qabalat wa Niswan (Obstetrics and Gynaecology)	One multi-tasking staff	Altaf Zakir Hussain Sayyed
05	Integrative and Translational Research		
	Clerical staff (graduate with computer knowledge)	Two	1. Salma Aziz Irani 2. Fehmida Abdulsamad Shaikh
	Multi-tasking staff (with minimum 10 th standard)	One	Shek Abdul Latif
06	Quality Testing Laboratory		
	In-Charge (Faculty member of Ilmul Advia and Ilmul Saidla)	One	
	Clerical staff	One	Jasmeen Zameer sayyed
07	Central Research Laboratory		
	In-charge (Faculty member of any department, well-versed with laboratory and analytical equipment)	One	
	Lab Technician (B.Sc Chemistry or B.Sc Botany)	One	vacant
	Lab Attendant	One	Nabiha Rahmatullah Khan
08	Animal House and Animal Experimentation Laboratory		MOU
	In-charge (Faculty member of Department of Ilmul Advia and Ilmul Saidla)	One	NA
	Lab Technician (B.Sc Zoology)	One	
	Animal House and Lab Attendant	One	
09	Clinical Research Cell		
	Clinical Research Coordinator (BUMS degree with Postgraduation or Diploma in Clinical Research or Master of Public Health)	One	
	Clerical staff	One	Zamil Altaf Molla
	Multi-tasking staff	One	Sadique Saleem
10	Internal Quality Assurance Cell		
	Coordinator (with MBA in quality management)	One	
	Clerical staff	One	Shaista Junaid Maniyar
	Multi-tasking staff	One	Sudheer
11	Clinical Registrar/RSO/MO	(44 beds)	Dr. Saima, Dr. Adil,



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			Dr. Danish(PG)
12	Nursing Staff	5	Sunita Ambadas Gore
13	Ayas/ Ward boys	3	Ayesha Gaffar khan Gaffar Abdul Sattar Khan Haseena Musa Shaikh

Note: 1. Additional staff like sweeper, attendant, lifter, data entry operator, security guards, electrician, plumber, carpenter, driver, multi-tasking staff, etc may be appointed by outsourcing based on the requirement.

2. Skilled professionals trained by any of the skill development agency under the Ministry of Skill Development and Entrepreneurship shall be given preference to the extent of availability while appointing the non-teaching staff.

Minimum Essential Requirements of Hospital Staff

[In addition to the hospital staff specified for undergraduate institution as per student intake capacity in the NCISM-UG MES Regulations, 2023]

Sl. No	Required Staff	Required Numbers
(1)	(2)	(3)
1	Nursing staff	One for every ten beds in in-patient departments; Two nurses for Qabalat wa Niswan Operation Theatre; One nurse for each Intensive Care Unit (ICU) bed in Moalajat Department; and 2 nurses for Neonatal Intensive Care Unit in <u>Ilmul Atfal Department</u> .
2	Clinical Registrar or Senior Resident or Resident Doctor	One for every twenty beds
3	Ayah	One for every twenty beds

- Note:**
1. Nursing staff numbers may be increased as per the shift in a day.
 2. Number of therapists may be increased in accordance with number of patients for Ilaj bit tadabeer.
 3. Paediatric therapist, occupational therapist and speech therapist may be appointed on a part-time basis for Department of Ilmul Atfal.
 4. Postgraduate students may be appointed as clinical registrar or senior resident or resident doctor, provided the students shall be paid stipend or salary.
 5. Security guards, electrician, plumber, sanitation workers, washer man, gardener, driver, housekeeping staff, cook, maintenance staff, multipurpose worker, if additionally needed, may be obtained by out-sourcing.
 6. Skilled professionals trained by any of the skill development agency under the Ministry of Skill Development and Entrepreneurship shall be given preference to the extent of availability while appointing the hospital staff.

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ii. The timeline to comply additional minimum essential standard requirements by Postgraduate institutions or departments established before notification of these regulations. - (1) Separate Postgraduate departments shall be established in the departments in which Postgraduate programmes are conducted within twelve months period from the date of notification of these regulations.

(2) The timeline to comply additional requirements by Postgraduate institutions or departments established before notification of these regulations as per the Table below. -

Table
Timeline to comply with additional minimum essential standards requirements by the Postgraduate institutions (where undergraduate programme is in existence) established before notification of these regulations.

Sl. No	Standard or Unit or Section or Facility	Available / Not Available
01	Advanced poison detection facility (Department of Tahaffuzi wa Samaji Tib)	
02	Postgraduate Department wise Seminar halls and common Seminar hall	
03	Central library requirements for Postgraduate students and Departmental library requirements	
04	Digital library facilities for Postgraduate students	
05	Postgraduate Department specific additional requirements in Clinical Skill or Simulation laboratory	
06	Common room for Postgraduate students (boys and girls separately)	
07	Common room for Postgraduate students (boys and girls separately)	
08	Clinical Skill or Simulation Laboratory (Postgraduate Department requirements)	
09	Department of Integrative Health and Translational Research	
10	Facilities in Central Research Laboratory	
11	Additional instruments and equipments in Quality Testing Laboratory for Postgraduate teaching, training, and research	
12	Facilities in Animal House and Animal Experimentation Laboratory	
13	Clinical Research Cell with all facilities	
14	Plagiarism Scrutiny Cell with all facilities	
15	Attached therapy/ procedure room in Postgraduate out-patient departments as applicable	
16	Human resources	

Note: 1. The above-mentioned timelines are for developing physical infrastructure and acquiring equipment and instruments. However, the constitution of committees and functions of various units or cells shall be started within a month.

2. All other new standards or additions or expansions prescribed in this regulation for Postgraduate education, teaching, training, and research (as applicable) shall be fulfilled.

3. All other new standards or additions or expansions specified for campus, college, hospital in the NCISM- UG MES Regulations, 2023 in accordance with student intake capacity shall be fulfilled as per the timeline provided in the said regulations including building infrastructure.

(3) The timeline provided in sub-regulation (1) and (2) is the maximum and no relaxation shall be given thereafter.



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