


SCHEDULE V-A (As per MSR 2016)

***Minimum essential non-teaching Staff required for the college**

Sr.No	Department	Post	Requirement	Available Staff	Deficiency
1	Library	Librarian	One	One	
		Assistant Librarian	One	One	
		Library Attendant or Peon	One	One	
2	College Office	Clerical staff for administrative and accounts services	Four	Four	
3	Samhita and Siddhanta	Attendant	One	One	
4	Rachana Sharir	Laboratory Technician	One	One	
		Museum Keeper	One	One	
		Lifter	One	One	
5	Kriya Sharir	Laboratory Technician	One	One	
6	Dravyaguna	Laboratory Technician	One	One	
		Museum Keeper	One	One	
7	Rasa Shastra	Laboratory Technician	One	One	
		Laboratory Assistant	One	One	
8	Roga Nidan evam Vikriti Vigyan	Laboratory Technician	Two	Two	
9 10	Swasthavritta and Yoga & Agad Tantra evam Vidhi Vaidyaka	Museum Keeper	One	One	
		Attendant	One	One	
11	Prasuti Tantra and Stri Roga	Attendant	Two		
12	Kayachikitsa				
13	Shalya				
14	Shalakya				
15	Panchkarma				
16	Kaumarbhritya (Balroga)				
17	Herbal Garden	Gardener	One	One	
		Multipurpose worker	Two	Two	
Total			Twenty-five		


Dr. Shrikant Vijay Kashikar
 M.D. Shalya
 Dean
 Sawkar Ayurvedic Medical College &
 Sawkar Ayurvedic Hospital, Satara

SCHEDULE V-B (As per MSR 2016)

***Minimum essential non-teaching Staff required for the college**

Minimum (Additional) Requirement for Post -graduate Institutions where Under-graduate course is in existence:

Sr.No	Post	Particulars	Available Staff	Deficiency
(i) In each of the department of Rachana Sharira, Kriya Sharira, Dravyaguna, Rasa Shastra evam Bhaishajya Kalpana, Roga Nidana evam Vikriti Vigyana and ShalyaTantra, the following non-teaching staff shall be required in addition to the under-graduate staff requirement:				
(i)	Laboratory technician	1 (one)	Not Applicable	
(ii)	Laboratory assistant	1 (one)		
(iii)	Attendant or Peon or Multipurpose worker	1 (one)		
(ii) The Additional Ancillary staff like Biochemist, Pharmacologist, Bio Statistician, Microbiologist to be appointed and the Qualification shall be Post Graduate degree in the subject concerned or equivalent qualification from a recognised University.)				
(i)	Biochemist	1 (one)		
(ii)	Pharmacologist	1 (one)		
(iii)	Bio Statistician	1 (one)		
(iv)	Microbiologist	1 (one)		

Minimum Essential Requirements of Non-Teaching Staff for Postgraduate departments in undergraduate college

(In addition to the non-teaching staff in undergraduate departments as per student intake capacity specified in MES-UG)

Serial number	Department	Required Non-Teaching Staff	Required Numbers	Available Staff	Deficiency
01	Department of In Integrative Health and Translational Research				
	(a) Central Research Laboratory	In-Charge (Faculty member of any department well-versed with laboratory and analytical equipment)	1		
		Lab Technician (B.Sc. Chemistry or B.Sc. Botany)	1		


Dr. Shrikant Vijay Kashikar
 M.D. Shalya
 Dean
 Sawkar Ayurvedic Medical College &
 Sawkar Ayurvedic Hospital, Satara

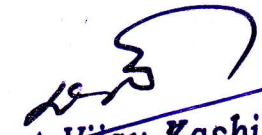
SCHEDULE V-C (As per 1st May 2024)

Minimum essential non-teaching Staff required for the college

Serial number	Category of staff	Minimum of staff required (intake capacity wise)	Available Staff	Deficiency
		60		
Information technology cell including digital library				
1	Information Technology Officer (Bachelor of Technology or Bachelor of Engineering in Computer Science or Master of Computer Application)	1		
2	Information Technology Assistant (Bachelor of Science in Computer Application or diploma in Computer Science)			
	Wi-Fi campus	1	1	
	Non-Wi-Fi campus	1		
	Multi-tasking staff	1	1	
Administrative section				
3	Personal Assistant or Personal Secretary to Principal (graduation with secretarial training)	1	1	
4	Office Superintendent (graduation with five years of administrative experience)	1	1	
5	Clerical Staff (graduation with computer knowledge)	2	1	
6	Accountants (Bachelor of Commerce or Master of Commerce with computer knowledge)	1	1	
7	Multi-tasking staff	2	1	
Central library				
8	Librarian (Master of Library and Information Science or Bachelor of Library and Information Science with five years of Library experience)	1	1	
9	Assistant Librarian (Bachelor of Library and Information Science)	1	1	
10	Library Attendant (minimum 10 th standard pass)	1	1	
11	Multi-tasking staff	1	1	
Yogya – Clinical Skill or Simulation laboratory				
12	In-charge (Bachelor of Ayurvedic Medicine and Surgery graduate with training or orientation on handling of mannequins and simulators)	1	-	
13	Clerk (graduation with computer knowledge)	1	1	
14	Multi-tasking staff	1	1	
Human resource development cell				
15	In-charge (Bachelor of Ayurvedic Medicine and Surgery with Master of Business Administration in Human Resource Management)	1	-	
16	Clerk (graduation with computer knowledge)	1	1	
17	Multi-tasking staff	1	1	
Ayurveda Samhita Siddhant				
18	Clerk (graduate with computer knowledge)	1	1	
19	Multi-tasking staff	1	1	
Rachana Sharira				
20	Clerk (Graduate with computer knowledge)	1	1	
21	Cadaver lifter	1	1	
22	Attendant cum museum keeper	1	1	
23	Multi-tasking staff	1	1	
Kriya Sharira				
24	Lab Technician (diploma in Medical Laboratory Technology)	1	1	
25	Clerk (graduate with computer knowledge)	1	1	
26	Lab Attendant (minimum 10 th Standard pass)	1	1	
27	Multi-tasking staff	1	1	
Dravyaguna including Herbal Garden				
28	Lab Technician (12 th Standard pass with biology)	1	1	
29	Clerk (Graduate with computer knowledge)	1	1	

30	Lab Attendant (minimum 10 th standard)	1	1	
31	Museum and Herbarium Keeper	1	1	
32	Gardener	1	1	
33	Multi-tasking staff	1	1	
Rasashastra and Bhaishajyakalpna including teaching pharmacy			1	
34	Instructor (Bachelor of Ayurvedic Medicine and Surgery)	1	1	
35	Clerk (graduate with computer knowledge)	1	1	
36	Lab Attendant cum Museum Keeper (Minimum 10 th standard pass)	1	1	
37	Multi-tasking staff	1	1	
Quality Control Laboratory				
38	Analytical Chemist (Bachelor of Pharmacy or Bachelor of Pharmacy in Ayurveda)	1	1	
39	Clerk (graduate with computer knowledge)	1	1	
40	Pharmacognosist	1	1	
41	Lab Attendant (Minimum 10 th standard pass)	1	1	
42	Multi-tasking staff	1	1	
Roga Nidana and Vikriti Vijnana				
43	Lab Technician Diploma in Medical Laboratory Technology (DMLT)	1	1	
44	Clerk (Graduate with computer knowledge)	1	1	
45	Lab Attendant cum Museum Keeper (Minimum 10 th standard)	1	1	
46	Multi-tasking staff	1	1	
Agada Tantra				
47	Lab Technician (12 th standard passed with Chemistry)	1	1	
48	Clerk (graduate with computer knowledge)	1	1	
49	Lab Attendant cum Museum keeper	1	1	
50	Multi-tasking staff	1	1	
Swasthavritta and Yoga				
51	Lab Technician (12 th standard passed with science)	1	1	
52	Clerk (Graduate with computer knowledge)	1	1	
53	Lab Attendant cum Museum Keeper (minimum 10 th standard passed)	1	1	
54	Yoga Instructor with Master of Science Yoga or Bachelor of Ayurvedic Medicine and Surgery with Diploma in Yoga or Bachelor of Naturopathy and Yogic Sciences (in case of two instructors, one male and one female shall be appointed)	1	-	
55	Multi-tasking staff	1	1	
Kayachikitsa				
56	Clerk (graduate with computer knowledge)	1	-	
57	Multi-tasking staff	1	-	
Panchakarma				
58	Clerk (graduate with computer knowledge)	1	-	
59	Multi-tasking staff	1	-	
Shalya Tantra				
60	Clerk (graduate with computer knowledge)	1	-	
61	Multi-tasking staff	1	-	
Shalakya Tantra				
62	Clerk (graduate with computer knowledge)	1	-	
63	Multi-tasking staff	1	-	
Prasuti and Streeroga				
64	Clerk (graduate with computer knowledge)	1	-	
65	Multi-tasking staff	1	-	
Kaumarabhritya				
66	Clerk (graduate with computer knowledge)	1	-	
67	Multi-tasking staff	1	-	
Internal Quality Assurance Cell				

68	Coordinator: Graduation with MBA in Quality Management or trained for quality management	1	-	
69	Clerk (graduate with computer knowledge)	1	-	
70	Multi-tasking staff	1	-	
Co and extra-Curricular activities				
71	Physical Education Instructor (minimum Bachelor in Physical Education)	1	-	
72	Multi-tasking staff	1	1	
Student support career guidance and placement cell				
73	Councilor for counselling (part time)	1	-	
Central Workshop or Maintenance cell				
74	Site Engineer (Bachelor of Engineering or Bachelor of Technology preferably in civil)	1	1	
75	Electrician	1	1	
76	Plumber	1	1	
77	Carpenter	1	1	
78	Multi-tasking staff	1	1	
Store (College)				
79	Clerk (graduate with computer knowledge)	1	1	
80	Multi-tasking staff	1	1	
Note: Services of electrician, plumber, gardener, attendant or peon, maintenance staff, Multi-tasking staff and the like may be obtained by out sourcing.				


Dr. Shrikant Vijay Kashikar
M.D. Shalya
Dean
Sawkar Ayurvedic Medical College &
Sawkar Ayurvedic Hospital, Satara