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22										

Note : All affidavits of the teaching staff and their requisite documents should be in the same order as mentioned

*** if the teaching staff is on leave, than attach the sanctioned leave by the college authority**

*** Less than one year teaching experience will not be considered.**

1. Faculty UID No. issued by the Dental Council of India available in www.dcindia.org.in

2. The appointment of faculty in private dental colleges should be made through proper selection committee (as per University Act of the concerned State)

1. b) SUMMARY - DENTAL TEACHING & CLINICAL STAFF – 100 admissions

Department	Professor-6*			Reader-11			Lecturer-8			Tutor-22		
	Required	Available	Remarks of Inspector	Required	Available	Remarks of Inspector	Required	Available	Remarks of Inspector	Required	Available	Remarks of Inspector
Prosthodontics	1			2			2			4		
Conservative Dentistry	1			2			2			4		
Oral Pathology & Microbiology	1			1			1			2		
Oral & Maxillo facial Surgery	1			1			2			4		
Periodontics	1			1			0			2		
Pedodontics				1			0			1		
Public Health Dentistry				1			0			3		
Oral Medicine & Radiology and diagnosis				1			1			1		
Orthodontics	1			1			0			1		
Total	6*			11			8			22		

* Includes the Principal/Dean who can head any one of the six specialties.

Note: There should NOT be more than ONE Professor in each specialty.

26.		Tutor								
27.		Tutor								
28.		Tutor								
29.		Tutor								
30.		Tutor								
31.		Tutor								
32.		Tutor								
33.		Tutor								
34.		Tutor								
35.		Tutor								
36.		Tutor								
37.		Tutor								
38.		Tutor								
39.		Tutor								
40.		Tutor								
41.		Tutor								
42.		Tutor								
43.		Tutor								
44.		Tutor								
45.		Tutor								
46.		Tutor								
47.		Tutor								

- Note: 1. Experience of BDS Tutor will NOT be considered as teaching experience for any higher post in the Institute/ College etc.**
2. Teaching experience to be verified by the inspectors themselves(s) and must be attached and forwarded with Inspection Report Proforma.

3. a) NON-TEACHING STAFF/ MINISTERIAL STAFF*:

Please furnish the details of non-teaching staff available at the said college.

Sr. No.	Designation	Requirement	Available	Remarks of the Inspector
1	Managers/ Office Suptd./ Section Officer/ Head Clerk/ Estate Officer	4		
2.	Assistants/Clerk	8		
3.	Receptionist	8		
4.	Librarian	1		
5.	C.S.A.(Chair side Attendant)/ DORA/ANM / Para Medical staff with 6 months (minimum Class10 th Pass) experience in dental college / Clinic / Hospital	10		
6.	Dent. Tech. (Dental Mechanic)	6		
7.	Dent. Hygst.	3		
8.	Radiographer	2		
9.	Photographer	1		
10	Artist	1		
11	Programmer	1		
12	Data Entry Operators	1		
13	Physical Director	1		
14	Engineer	1		
15.	Electricians	2		
16.	Plumber	1		
17.	Carpenter	1		
18.	Mason	1		
19.	A.C. Tech.	1		
20	Helpers Electrical / Trained Dental Chair service personnel	1		
21.	Sweepers & Scavengers	10		
22.	Attenders/Peon/Orderly	18		
23.	Security Personal	5		

Sr. No.	Designation	Requirement	Available	Remarks of the Inspector
24.	Dept. Secretaries	4		
25.	Driver	4		
26.	Nurses	3		
27.	Lab. Technicians	3		
	Total	102		

*Note: Identity proof and documents/certificate of the staff to be submitted which should be duly counter signed by the Head of the Institution.

3. b) DETAILS OF NON-TEACHING STAFF AVAILABLE AT THE SAID COLLEGE.

Sr. No.	Name	Designation	*Present during Inspection with signature or absent
1		Managers/ Office Suptd. (1)	
2.		Managers/ Office Suptd. (2)	
3.		Managers/ Office Suptd. (3)	
4.		Managers/ Office Suptd. (4)	
5.		Assistants (1)	
6.		Assistants (2)	
7.		Assistants (3)	
8.		Assistants (4)	
9.		Assistants (5)	
10.		Assistants (6)	
11.		Assistants (7)	
12.		Assistants (8)	
13.		Receptionist (1)	
14.		Receptionist (2)	
15.		Receptionist (3)	
16.		Receptionist (4)	

Sr. No.	Name	Designation	*Present during Inspection with signature or absent
17.		Receptionist (5)	
18.		Receptionist (6)	
19.		Receptionist (7)	
20.		Receptionist (8)	
21.		Librarian (1)	
22.		D.S.A.(Chair side Attendant) (1)	
23.		D.S.A.(Chair side Attendant) (2)	
24.		D.S.A.(Chair side Attendant) (3)	
25.		D.S.A.(Chair side Attendant) (4)	
26.		D.S.A.(Chair side Attendant) (5)	
27.		D.S.A.(Chair side Attendant) (6)	
28.		D.S.A.(Chair side Attendant) (7)	
29.		D.S.A.(Chair side Attendant) (8)	
30.		D.S.A.(Chair side Attendant) (9)	
31.		D.S.A.(Chair side Attendant) (10)	
32.		Dent. Tech. (Dental Mechanic) (1)	
33.		Dent. Tech. (Dental Mechanic) (2)	
34.		Dent. Tech. (Dental Mechanic) (3)	
35.		Dent. Tech. (Dental Mechanic) (4)	
36.		Dent. Tech. (Dental Mechanic) (5)	
37.		Dent. Tech. (Dental Mechanic) (6)	
38.		Dent. Hygst. (1)	
39.		Dent. Hygst (2)	
40.		Dent. Hygst (3)	
41.		Radiographer (1)	
42.		Radiographer (2)	
43.		Photographer (1)	
44.		Artist (1)	
45.		Programmer (1)	
46.		Data Entry Operators (1)	
47.		Physical Director (1)	

Sr. No.	Name	Designation	*Present during Inspection with signature or absent
48.		Engineer (1)	
49.		Electricians (1)	
50.		Electricians (2)	
51.		Plumber (1)	
52.		Carpenter (1)	
53.		Mason (1)	
54.		A.C. Tech. (1)	
55.		Helpers Electrical / Trained Dental Chair service personnel (1)	
56.		Sweepers & Scavengers (1)	
57.		Sweepers & Scavengers (2)	
58.		Sweepers & Scavengers (3)	
59.		Sweepers & Scavengers (4)	
60.		Sweepers & Scavengers (5)	
61.		Sweepers & Scavengers (6)	
62.		Sweepers & Scavengers (7)	
63.		Sweepers & Scavengers (8)	
64.		Sweepers & Scavengers (9)	
65.		Sweepers & Scavengers (10)	
66.		Attenders (1)	
67.		Attenders (2)	
68.		Attenders (3)	
69.		Attenders (4)	
70.		Attenders (5)	
71.		Attenders (6)	
72.		Attenders (7)	
73.		Attenders (8)	
74.		Attenders (9)	
75.		Attenders (10)	
76.		Attenders (11)	
77.		Attenders (12)	
78.		Attenders (13)	

Sr. No.	Name	Designation	*Present during Inspection with signature or absent
79.		Attenders (14)	
80.		Attenders (15)	
81.		Attenders (16)	
82.		Attenders (17)	
83.		Attenders (18)	
84.		Security Personal (1)	
85.		Security Personal (2)	
86.		Security Personal (3)	
87.		Security Personal (4)	
88.		Security Personal (5)	
89.		Dept. Secretaries (1)	
90.		Dept. Secretaries (2)	
91.		Dept. Secretaries (3)	
92.		Dept. Secretaries (4)	
93.		Driver (1)	
94.		Driver (2)	
95.		Driver (3)	
96.		Driver (4)	
97.		Nurses (1)	
98.		Nurses (2)	
99.		Nurses (3)	
100.		Lab. Technicians (1)	
101.		Lab. Technicians (2)	
102.		Lab. Technicians (3)	
	Total	102	

4. a) MAN POWER REQUIREMENT

(THE CONSULTANTS IN THE VARIOUS DEPARTMENTS SHOULD HAVE AT LEAST 8 YEARS TEACHING EXPERIENCE AFTER POST GRADUATION)

e of the Department: Orthopaedics											
1.											
2.											
e of the Department: Pharmacologist											
1.											
Name of the Department: Radiologist											
1.											
Name of the Department: GDMO											
1.											
Name of the Department: Community Medicine											
1.											
Name of the Department: Hospital Administration											
1.											

Sr. No.	Name	Designation	*Present during Inspection with signature or absent
	Nursing Staff		
1		Matron	
2.		Sister Incharge (1)	
3.		Sister Incharge (2)	
4.		Sister Incharge (3)	
5.		Sister Incharge (4)	
6.		Sister Incharge (5)	
7.		Sister Incharge (6)	
8.		O.T. Nurses (1)	
9.		O.T. Nurses (2)	
10.		O.T. Nurses (3)	
11.		O.T. Nurses (4)	

Sr. No.	Name	Designation	*Present during Inspection with signature or absent
12.		O.T. Nurses (5)	
13.		O.T. Nurses (6)	
14.		General Nurses (1)	
15.		General Nurses (2)	
16.		General Nurses (3)	
17.		General Nurses (4)	
18.		General Nurses (5)	
19.		General Nurses (6)	
20.		General Nurses (7)	
21.		General Nurses (8)	
22.		General Nurses (9)	
23.		General Nurses (10)	
24.		General Nurses (11)	
25.		General Nurses (12)	
26.		General Nurses (13)	
27.		General Nurses (14)	
28.		General Nurses (15)	
29.		General Nurses (16)	
30.		General Nurses (17)	
31.		General Nurses (18)	
32.		General Nurses (19)	
33.		General Nurses (20)	
34.		Labour Room Nurses (1)	
35.		Labour Room Nurses (2)	
36.		Labour Room Nurses (3)	
37.		Labour Room Nurses (4)	
	Health Staff		
38.		Female Health Assistant	
39.		Extension Educator Paramedical Staff	
40.		Lab Technician/Blood Bank Tech (1)	
41.		Lab Technician/Blood Bank Tech (2)	

Sr. No.	Name	Designation	*Present during Inspection with signature or absent
42.		Lab Technician/Blood Bank Tech (3)	
43.		Lab Technician/Blood Bank Tech (4)	
44.		ECG Technician	
45.		Pharmacist (1)	
46.		Pharmacist (2)	
47.		Pharmacist (3)	
48.		Pharmacist (4)	
49.		Sr. Radiographer	
50.		CSSD (1)	
51.		CSSD (2)	
52.		Medical Records	
	Engineering Staff		
53.		Civil (1)	
54.		Civil (2)	
55.		Mechanical (1)	
56.		Mechanical (2)	
57.		Electrical (1)	
58.		Electrical (2)	
59.		Engineering Aid (1)	
60.		Engineering Aid (2)	
61.		Engineering Aid (3)	
62.		Engineering Aid (4)	
	Other Staff		
63.		Drivers (1)	
64.		Drivers (2)	
65.		Carpenter	
66.		Cooks (1)	
67.		Cooks (2)	
68.		Barber	
69.		Class IV including chowkiders (1)	
70.		Class IV including chowkiders (2)	

Sr. No.	Name	Designation	*Present during Inspection with signature or absent
71.		Class IV including chowkiders (3)	
72.		Class IV including chowkiders (4)	
73.		Class IV including chowkiders (5)	
74.		Class IV including chowkiders (6)	
75.		Class IV including chowkiders (7)	
76.		Class IV including chowkiders (8)	
77.		Class IV including chowkiders (9)	
78.		Class IV including chowkiders (10)	
79.		Class IV including chowkiders (11)	
80.		Class IV including chowkiders (12)	
81.		Class IV including chowkiders (13)	
82.		Class IV including chowkiders (14)	
83.		Class IV including chowkiders (15)	
84.		Class IV including chowkiders (16)	
85.		Class IV including chowkiders (17)	
86.		Class IV including chowkiders (18)	
87.		Class IV including chowkiders (19)	
88.		Class IV including chowkiders (20)	
89.		Class IV including chowkiders (21)	
90.		Class IV including chowkiders (22)	
91.		Class IV including chowkiders (23)	
92.		Class IV including chowkiders (24)	
93.		Class IV including chowkiders (25)	
94.		Class IV including chowkiders (26)	
95.		Class IV including chowkiders (27)	
96.		Class IV including chowkiders (28)	
97.		Class IV including chowkiders (29)	
98.		Class IV including chowkiders (30)	
99.		Class IV including chowkiders (31)	
100.		Class IV including chowkiders (32)	
101.		Class IV including chowkiders (33)	

Sr. No.	Name	Designation	*Present during Inspection with signature or absent
102.		Class IV including chowkiders (34)	
103.		Class IV including chowkiders (35)	
104.		Class IV including chowkiders (36)	
105.		Class IV including chowkiders (37)	
106.		Class IV including chowkiders (38)	
107.		Class IV including chowkiders (39)	
108.		Class IV including chowkiders (40)	
109.		Class IV including chowkiders (41)	
110.		Class IV including chowkiders (42)	
111.		Class IV including chowkiders (43)	
112.		Class IV including chowkiders (44)	
113.		Class IV including chowkiders (45)	
114.		Class IV including chowkiders (46)	
115.		Class IV including chowkiders (47)	
116.		Class IV including chowkiders (48)	
117.		Class IV including chowkiders (49)	
118.		Class IV including chowkiders (50)	
119.		Class IV including chowkiders (51)	
120.		Class IV including chowkiders (52)	
121.		Class IV including chowkiders (53)	
122.		Class IV including chowkiders (54)	
123.		Class IV including chowkiders (55)	
	Administrative Staff		
124.		Office Superintendent	
125.		Head Clerk	
126.		Cashier	
127.		Stenographer	
128.		UDC (1)	
129.		UDC (2)	
130.		LDC (1)	
131.		LDC (2)	

Sr. No.	Name	Designation	*Present during Inspection with signature or absent
132.		LDC (3)	
133.		LDC (4)	