

**SCHEDULE II**  
**AREA STATEMENT OF COLLEGE (AS PER NEW MES 1<sup>ST</sup> MAY 2024)**  
**(APPLICABLE FOR INSTITUTE FULLY ESTABLISHED OR UNDER ESTABLISH AFTER THE PUBLICATION OF**  
**MESA&R 1<sup>ST</sup> MAY 2024)**

Minimum constructed area required for Administrative Section

| Serial Number | Unit  | Minimum required constructed area (square meter) intake capacity wise |     |     |     | Available Area | Deficiency |
|---------------|---|---|-----|-----|-----|----------------|------------|
|               |   | 60  | 100 | 150 | 200 |                |            |
| 1.            | Head of the Institution (Director or Dean or Principal) Office including anteroom and attached toilet     | 50  | 50  | 50  | 50  | 50             |            |
| 2.            | Personal Assistant to head of the Institution   | 10  | 10  | 10  | 10  | 10             |            |
| 3.            | Visitors lounge for visitors to head of the Institute and office  | 20  | 20  | 20  | 20  | 20             |            |
| 4.            | Office superintendent   | 10  | 10  | 10  | 10  | 10             |            |
| 5.            | Clerical staff, establishment and accounts section with cash counter                                      | 40  | 60  | 80  | 80  | 40             |            |
| 6.            | Record room   | 20  | 40  | 40  | 40  | 20             |            |
| 7.            | Central store   | 30  | 50  | 50  | 50  | 30             |            |
| 8.            | Pantry  | 05  | 05  | 05  | 05  | 05             |            |
| 9.            | Toilets for office staff  | 20  | 20  | 20  | 20  | 20             |            |
| 10.           | College council meeting room  | 75  | 100 | 125 | 150 | 75             |            |
| 11.           | Deputy Director or Deputy Dean or vice-principal (Two posts in case of intake capacity more than hundred) | 20  | 20  | 40  | 40  | 20             |            |
| 12.           | Central workshop and maintenance cell   | 50  | 50  | 50  | 50  | 50             |            |



  
**Principal**  
**Sawkar Ayurvedic Medical College &**  
**Sawkar Ayurvedic Hospital, Satara**

Signature of Member

Signature of Member

Signature of Chairman