

**SCHEDULE XVI**  
**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 various units of reception and registration zone

| Serial number | Description of unit  | Minimum constructed area (square meters) required (intake capacity wise) |     |     |     | Available Area | Deficiency |
|---------------|--|--|-----|-----|-----|----------------|------------|
|               |  | 60   | 100 | 150 | 200 |                |            |
|               | Reception and registration zone<br>(Including entrance lobby and circulation area)   | 130  | 180 | 230 | 280 | 300            |            |
| 1.            | (a) Reception and enquiry counter or   | 3  | 3   | 5   | 3   | 3              |            |
|               | (b) Reception and enquiry counter with seating for public relation officers (optional)                                     | 6  | 8   | 10  | 12  | 8              |            |
| 2.            | Registration and billing counter   | 10   | 15  | 15  | 20  | 15             |            |
| 3.            | Medical record room (in case of established hospital management information system)  | 10   | 10  | 10  | 10  | -              |            |
| 4.            | Medical Record Room (without hospital management information system) including accommodation for medical record technician | 25   | 25  | 25  | 25  | 25             |            |

