

## **Manual-1**

### **Particulars of organization, Functions and Duties**

#### **[Section 4 (1) (b) (i)]**

**a. Aims and objectives of the organization:**

- i. To provide quality education to the students in the field of Ayurveda & Unani systems at UG as well as PG level required for medical care facilities.
- ii. To provide medical care facilities in Ayurved and Unani system to the citizen
- iii. To promote research and development activities in Ayurved and Unani

b. **Mission:** Quality education and propagation of Ayurved and Unani and commitment to excellence. To nurture the young minds for research and up gradation of the system.

c. **Vision :** To build a Centre of global excellence in Ayurveda and Unani through quality teaching, training, Patient care and research.

d. **Organization Chart:** as annexed (Manual-III)

**e. Allocation business:**

- i. Medical Education in Ayurveda & Unani systems of Medicine
- ii. Patient Care in Ayurveda & Unani
- iii. Research Work in Ayurveda & Unani.

**f. Duties to be performed to achieve the mission**

- o To impart the education in Ayurvedic & Unani systems of medicines both at UG & PG level.
- o To impart Ayurvedic & Unani Treatment free of cost to poor and needy persons.
- o To Propagate the Ayurvedic and Unani systems of Medicines.

**g. Details of services rendered:**

The college imparts education in Ayurvedic & Unani systems of medicines both at UG & PG level.

College attached hospital runs OPDs in both the streams on Monday-Friday from 08-00 am to 02-00 pm and on Saturday from 08-00 am to 01-00 noon.

Apart from Ayurvedic and Unani OPDs special Clinics like Dental, Geriatric, Diabetic & Homeopathy are also working to serve the needy persons.

IPD strength is 300. Amongst 60 beds reserved for disaster management. Patient care/ treatment is free of cost.

Hospital is Well equipped with Pathological laboratory, X-Ray unit.

**h. Citizens interaction.:**

Citizens interaction at the level of 1) Hospital to treat the poor and needy. 2) To get the RTI information. 3) At the time of Admission to BAMS, BUMS & PG courses.

**I. Postal address :**

Principal

A & U Tibbia College & Hospital,

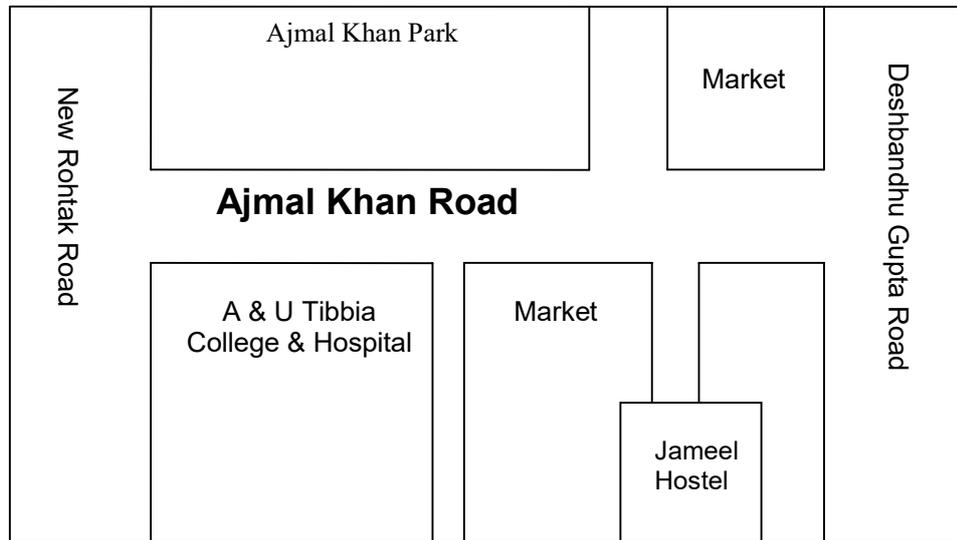
Ajmal Khan Road, Karol Bagh

New Delhi – 110005,

Phone 011-23524180.

E-Mail:-pmstibbiacollege@rediffmail.com

**j. Map of office location:**



**10. Bus routs:**

212,39,350,450,45,218,863,309,318,343,371,351,358,157,154,99,939,921,925,926,929, 166,181,610,355.

**11. Nearest Metro Stations:** Karol Bagh, Pratap Nagar

**k. Working hours both for office and public.**

Office Mon-Fri	9:00 am to 4:00 pm
Sat.	9:00 am to 1:00 pm
Public (OPD)	8.00 am to 2.00 pm

**Public interaction, if any.**

The public interaction is for patient care level & for admissions.

**I. Grievances redressal mechanism.**

In case of any complaint the public may contact any of the following officers of the institute through telephone, letter, e-mail or by personal visit (with prior appointment).

**Principal ,**  
A & U Tibbia College & Hospital,  
Ajmal Khan Road, Karol Bagh  
New Delhi – 110005,  
Phone 011-23524180

E-Mail:-[pmstibbiacollege@rediffmail.com](mailto:pmstibbiacollege@rediffmail.com)

**Website:**<http://autch.delhi.gov.in>

AND

PGRMS  
A & U Tibbia College & Hospital,  
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