

Deputy for Training, Research and Student

History of Activities:

Abadan Faculty of Medical Sciences started its activity in ۱۹۴۰ after the establishment of nursing schools in Abadan for the first time in the country as Abadan Faculty of Nursing-Midwifery, and in ۱۹۷۴ started its activity by accepting students in associate degree in nursing and midwifery disciplines. At the beginning of the imposed war in ۱۹۸۰, by providing health care services to warriors, students of the Nursing-Midwifery faculty were transferred to Shiraz and Isfahan universities, and at the end of the war and getting the permission to reopen, Abadan Faculty of Nursing resumed its activity. In January ۱۹۹۳, it continued activity by accepting undergraduate nursing students.

In ۲۰۱۱, Abadan Faculty of Nursing and Midwifery was upgraded to Abadan Faculty of Medical Sciences under the supervision of Jondi-Shapoor University.

In ۲۰۱۲, with the development of educational activities and the creation of medical faculties, the complete dependence and the establishment of Abadan faculty of medical sciences was agreed upon and approved by the Ministry of Health and Medical Education.

Also, the number of students in the year ۲۰۱۵-۱۶ is approximately ۵۹۵, in associate, bachelor's and Ph.D. degrees.

There are ۱۰ study courses set up in the faculty, including four fields in associate degree (operating room, oral health technician, family health, fighting diseases), ۵

disciplines at the undergraduate level ((Nursing, operating room, anesthesia, Laboratory sciences, public health) and one general practitioner field.

The number of academics in the faculty is about ٤٧ that include ١٠ assistant professors and ٣٧ trainers.

Deputy of Training

Specific jobs description:

١. Planning for educational affairs and postgraduate education in collaboration with relevant units and supervision over good implementation of tasks in the dependent units and implementation of programs and educational activities in each faculty and evaluating it and submitting the necessary to the board of directors.
٢. Monitoring and evaluation of educational performance of students and faculty members and educational managers of different units in each semester and reflecting it to the dean of the faculty and announcing the results of the evaluation to the faculty.
٣. Performing short term training and in-service courses
٤. Planning for the provision of facilities and allocation of the required funds for a scientific-educational interaction between seminary and university and to create an appropriate field in order to achieve religious knowledge and Islamic human sciences.
٥. Educational planning of the faculty in line with the Vision Document, the Comprehensive Scientific Map, and Spatial Planning

٦. Commitment to hold empowerment and knowledge increasing courses
٧. Evaluation and overviewing the process of implementation of the comprehensive scientific map in the faculty in coordination with the related ministry

Management of Educational Affairs

In the field of Educational Affairs that performs different tasks related to the students' education, before entering the university until after their graduation, a variety of activities in three departments and various sectors are performed as follows.

Office of the Graduates Affairs

- Educational service administration
- Transfers\ affairs and guidance for students
- Military service and leaving the country
- Foreign Students Affairs
- Educational system unit
- Exams unit
- Statistics, Planning, Evaluation and supervision Unit
- Secretariat and Archive

Martyr and Veterans quota students' affairs management

In order to resolve problems of martyrs and veterans students and reducing the impact of these problems in their educational status and fast promotion of the desirable goals and educational and welfare programs of martyrs and veterans

students, the martyrs and veterans students committee of the university was formed under the supervision of the university chairman and undertakes the following:

- Development and implementation of plans reinforcing the level of knowledge of veterans students and formation of additional classes
- Inviting the university faculty for cooperation in training and educational counseling of students
- Holding ceremonies and scientific, cultural and extra-curricular activities
- Following up the welfare affairs of veterans

Faculties

Regardless of the headquarter field of education deputy of the university which expressed before, the faculties of the university are the main training centers of the university that at present include the three faculties below:

Medical

Nursing and Midwifery

Paramedical

Health Higher education Complex

Table ١-٧ Indicators of Health and Medical Education in the coverage area in ٢٠١٥

Index categories	Conventional unit	٢٠١٥
The ratio of the Associates Program students to the total students of morning classes	Percent	٩/٥
The ratio of undergraduate students to the total students of morning classes	Percent	٦٦/٠٥
The ratio of the general practitioner students of the medical group to the total students of morning classes	Percent	٢٢/٠١
The total number of students in the evening classes	Percent	١٧
The ratio of the students who are under probation to the total students in the morning classes	Percent	-
The ratio of the students to the faculty members	In lieu of a faculty member	١٣
The ratio of the students to the non-faculty staff	In lieu of an employee	٩/٠١
Ratio of faculty members who have used the sabbatical leave to the total faculty members	Percent	.
Ratio of the clinical training groups	Percent	.
Ratio of the clinical training groups who use the clinical skills center	Percent	.
Per capita educational space	Square meters	٨/٢٦

Table ٢-٧ frequency of Abadan Medical Sciences Faculties by field and grade in ٢٠١٥

Name of the Faculty	The number of academic disciplines	Associate	Continuous bachelor	Discontinuous bachelor	P.H.D
Medical	١	-	-	-	✓
Nursing and Midwifery	٣	-	✓	-	-
Paramedical	١	-	✓	-	-
Public health	١	-	✓	-	-
Health Higher Education Institute	٤	✓	-	-	-
Total	١٠	١	٣	-	١

Table ٣-٧ Frequency of Academic fields that are licensed by the Faculty by grade in ٢٠١٥

faculty	The number of licensed fields	Field	grade	Number
Nursing and Midwifery	٣	Nursing Operating Room Anesthesiology	Bachelor	٣
Medical	١	Medical	PHD	١
Paramedical	١	Laboratory sciences	Bachelor	١
Public health	١	Public health	Bachelor	١
Health Higher Education Institute	٤	Operating Room Health and fighting diseases Family Health Oral health technician	Associate	٤

Table ٤-٧ Trend of increasing the Academic disciplines ٢٠١٤-١٥ and ٢٠١٥-١٦

Academic year	Associate	Continuous bachelor	Discontinuous bachelor	P.H.D	Number of new fields
٢٠١٤-١٥	-	٤	١	١	١
٢٠١٥-١٦	٤	٥	-	١	٥

Table ٥-٧ Trend of increasing the students in ٢٠١١-١٢ until ٢٠١٥-١٦

Academic year	Number of Students	Percentage of increase over the previous year	number of increase to the previous year
٢٠١١-١٢	١٤٣	٣٤	٤٩
٢٠١٢-١٣	١٩٨	٢٨	٥٥
٢٠١٣-١٤	٢٩٦	٣٣	٩٨
٢٠١٤-١٥	٣٨٢	٢٣	٨٦
٢٠١٥-١٦	٥٩٥	٥٥/٧٥	٢١٣
Average growth of students		١٠٠	
Comparison between the beginning and the end of the course		٤٥٢	

Table ٦-٧ Frequency of the admitted students according to gender and grade in Abadan Faculty of Medical Sciences in ٢٠١٥-١٦

First semester	gender	Associate degree	Bachelor degree	Masters	General practitioner
First semester	Female	-	٧١	-	٣٩
	Male	-	٤٦	-	٤٢
Second semester	Female	٣٥	٣٦	-	٤
	Male	٢٠	١٨	-	٥

Table ٧-٧ frequency of students according to faculties in ٢٠١٥-١٦

	Medical	Nursing and midwifery	Paramedical	Health	Health Higher Education Institute	Total
Number	١٣١	٣١٩	٧٤	١٤	٥٥	٥٩٥
Percent	٠/٢٢	٠/٥٣	٠/١٢	٠/٠٢	٠/٠٩	٠/٩٨

Table ٩-٧ Frequency of students according to gender and grade in ٢٠١٥-١٦

Field	Grade	Female	Male	Total
Medical	PHD	٧١	٤٠	١٣١
Nursing	Continuous bachelor	١١٨	٩٤	٢١٢
Operating room	Continuous bachelor	٥٨	٢٧	٨٥
Anesthesiology	Undergraduate	١٥	٧	٢٢
Laboratory Sciences	Discontinuous bachelor	٥١	٢٥	٧٤
Medical Documents	Discontinuous bachelor	-	-	-
Public Health	Undergraduate	١٤	-	١٤
Operating room	Associate	١٢	٢	١٤
Family Health	Associate	١٥	-	١٥
Fighting diseases	Associate	-	١٣	١٣
Oral Health Technician	Associate	٨	٥	١٣

Table ١٠-٧ Frequency of graduates of Abadan Faculty of Medical Sciences in ٢٠١٥-١٦

Faculty	Field	Grade	Female	Male	Total
Nursing - Midwifery	Nursing	Continuous Bachelor			

*it should be noted that graduating the students has been carried out jointly with Ahvaz Jundishapur University.

Table ١١-٧ Frequency of faculty members of Abadan faculty of medical sciences according to degree and gender in ٢٠١٥-١٦

Degree	Male	Female	Total
Trainer	١٦	٢١	٣٧
Assistant Professor	٦	٤	١٠
Total	٢٢	٢٥	٤٧

Deputy of Research and Technology

Introduction and Job Description:

The main objective of Research and Technology management is evaluation and decision-making on all research activities within the faculty and outside it and also

the national and international affairs related to it. The most important management tasks can be named as follows:

١. Managing and supervising the implementation of all affairs of research and technology, libraries and data banks of the faculty.
٢. Planning and policy making in order to increase the level of scientific and international cooperation.
٣. Giving priority to innovation in the theoretical field and applied researches that are required in the country.
٤. Developing, promoting and guiding approved research projects with the priority of purposefully applied researches and based on the perspective document of the country's development programs and the comprehensive scientific map.
٥. Necessary review and study on evaluation of research activities.
٦. Trying to increase the number of articles indexed in the international indexing.
٧. Supporting the exchange of scientific subjects in the form of holding internal, national, and regional conferences.
٨. Planning for the faculty members in order to use sabbatical leaves.
٩. Supporting the establishment of development and entrepreneurship centers and science and technology parks.
١٠. Identifying and defining the common subjects and scientific – research programs and planning for providing the facilities and allocation of necessary funds for the scientific – research interaction between seminary and university and creating an appropriate field to achieve the religious sciences and Islamic human sciences according to their respective areas of expertise.

Departments of Deputy for Research and Technology:

Department of research projects

This department is responsible for organization and administration of all research projects in the faculty, aiming to support researchers and to enhance the research capabilities of faculty members and staff. The main objective of this department is evaluation and decision making on all research activities within the faculty and outside it and also the national and international related affairs. One of the main activities of this department is to review and investigate the research projects based on the identified priorities and to create a suitable platform for their performance and it functions as a coordinator for the development of research and technology in order to satisfy the needs of the faculty and the country. Policymaking in research at different levels of the faculty, strengthening the research infrastructures, developing the priorities and encouraging researchers, are among the other responsibilities of the department.

It should be noted that Abadan Faculty of Medical Sciences is keeping track of establishment of research centers and does not have a research center at present.

It is also worth mentioning that the total number of projects approved by the Research Committee of Abadan Faculty of Medical Sciences in ۲۰۱۵ has been ۴۶ projects costing over ۱,۸۷۹ reals. It should also be noted that the total approved budget for research and technology in Abadan faculty of medical sciences in ۲۰۱۵, have been ۱,۵۰۰ reals.

Department of Medical Information and Research Network

١-٣-٢-١ Job Description

Department of Medical Information and Research Network is one of the subordinate departments of research and technology management which has been launched in ٢٠١٤ and its main responsibilities are as follows:

١. Production of required systems of deputy for research
٢. Preparation for the required communications in database subscriptions
٣. Organizing educations related to systems or databases
٤. Preparations for document delivery services
٥. Cooperation in performing conferences
٦. To allow access outside the faculty
٧. Cooperation in topics related to faculty units

١-٣-٢-٢ Performance of Medical Information and Research Network Department in ٢٠١٤

١. Inquiry, pursuing, and issues related to purchase and installation of Pazhuheshyar system
٢. pursuit of communicating for common databases of the Ministry of Health
٣. Introducing IP Valid to the development and coordination center of Scientific Information and Publications of the Ministry of Health

- ξ. International registering of the IP in the name of Abadan Faculty of Medical Sciences on Ripe website to communicate with databases
- ο. Negotiating with FarAyad Co. the provider of databases contracted by the Ministry of Health to establish a communication link
- ϒ. Pursuit of registration of Abadan Faculty of Medical Sciences in the consortium of the Ministry of Health
- ϛ. Inquiry about the magazine Management System

Ϝ, ϝ, Ϟ Department of Health Technology Development

Department of Health Technology Development has been established in 2014 aiming to support and develop the Knowledge Based companies, development centers, patents, and Communication with industries. The main responsibilities of this department are as follows:

- ϟ. Intellectual property of research and achievements, arbitration and administrative affairs related to patents
- Ϡ. Administrative procedures related to knowledge-based companies
- ϡ. Coordination, supervision and strengthening development centers
- Ϣ. Communication with industries
- ϣ. Marketing for initiatives conducted in the Faculty
- Ϥ. Planning to achieve the technological objectives of the Faculty, promoting the culture of applied and production-oriented researches of units and committees

ϥ-Ϟ-ϟ Ethics Committee in Biological Research:

Due to the ever increasing advances in medical science and qualitative and quantitative promotion medical sciences studies, emphasis on the observance of religious, legal and ethical rules in researches, performing various research projects including research on humans and collecting and storing information, have increased the concerns of abuse and harming the human beings and failure to adhere to ethical standards in designing and implementation of projects and illegitimate use of this information. Therefore, in order to prevent potential abuses, some principles, rules and standards in this field were enacted and recommended to the countries in ١٩٧٤ Nuremberg, ١٩٧٥ Helsinki, and ١٩٧٨ Belmont statements in order to implement these ethical codes in biosciences researches. This issue was also raised in the eighteenth EM / ACHR meeting of World Health Organization in ١٩٩٥ (in Riyadh, Saudi Arabia) and it was appointed that National Committees of Ethics in biosciences researches in all countries of the region have to approve and implement the State Regulations of ethics in medical sciences studies. Pursuit of issues related to the formation of ethics in research committee in Abadan faculty of medical sciences began since early ٢٠١٥ and the committee was formed at the same year.

Goals of ethics in biosciences researches committee:

١. Compliance with religious, legal, and ethical standards in all clinical and epidemiological studies, basic sciences and health – medical system researches
٢. Taking care of human beings against the potential risks resulting from research.

٣. Protecting the rights of students, researchers and research executive organization and maintaining Islamic values in selecting the subject and the process of the research
٤. Preventing the performance of research projects contrary to Islamic ethical principles and national ethics which may be implemented by researchers (Both internal and external) inside the country.
٥. Promoting the culture of using ethical and legal advisors in research programs

١-٤-٢ Student Research Committee

Student Research Committee functions with the aim of improving the level of knowledge, creating and reinforcing the spirit of research, supporting collaborative research activities of students, guiding and empowering the students towards efficiency and scientific development and research.

Goals:

١. Creating a favorable environment for development, growth and promotion of science and research and training the future researchers and managers of the country
٢. Institutionalization of research activities among students
٣. Empowering students in the field of research through various methods of theoretical and practical training
٤. To promote and enhance students' research skills and culture

- . Paving the way for the faculty's moral and material support of the scientific activities of students
- ٦. Improving the scientific and research relationship between teachers and students

Performance of Student Research Committee in ٢٠١٤

- ١. Logo design
- ٢. To pursuit the register of Student Research Committee of Abadan Faculty of Medical Sciences in the Secretariat of the Research Students Committee
- ٣. Participation in seventh domestic conference of Ahvaz Jundishapur University of Medical Sciences With ١٣ posters and two presentations
- ٤. Participation in the first domestic congress of Dezful University of Medical Sciences, with ٣٤ posters and a presentation
- . Holding meetings of Student Research Council
- ٦. Holding meetings of Central Student Council
- ٧. Appointing members of Education Committee
- ٨. Holding elections in order to determine members of the Central Council and Research Council of Student Research Committee

It should be noted that Student Research Committee of Abadan Faculty of Medical Sciences have been approved ٢١ research projects in ٢٠١٥.

Scientometrics Committee

The purpose of scientometrics is to evaluate of scientific-research activities of medical sciences in each academic interest and the factors affecting its development, which in addition to assessing the scientific research and production, attempts to evaluate and determine the management measures such as budget, status and efficiency of universities and scientific centers.

The basis of scientometrics is on the review of four main variables, including published scientific reports, references to the results of a scientific research after the publication, resources that have been used in scientific researches, work experience and institutional dependence of researchers and writers. After examining these variables, scientometrics explain the process of science production by providing a proper combination of indexes based on them, and efficiency of scientific researches.

Currently, the scientometrics groups are working in universities. Databases including articles information bank of Medical Sciences – IranMEDEX – journals information bank, Islamic World Science Citation Database, Scientific Information Database of Academic Center for Education, Culture and Research (ACECR), And the research institute for Iranian scientific information and documentation function in indexing and in some cases Scientometrics of Medical Sciences production in Iran.

Job description:

١. Extracting the indicators of Scientometrics of faculty's scientific productions and identifying the factors affecting it.
٢. Empowering faculty members, researchers, administrators and experts in the field of concepts and principles of Scientometrics

- ۳. Research in the field of scientometrics indicators in the faculty and cooperation to improve the indicators
- ۴. Providing documented reports on the current state of scientific products of the faculty

Central Library and Documentation Center

Goals and tasks:

The central library of Abadan Faculty of Medical Sciences was established in ۱۹۹۲ with the aim to meet the information needs of faculty members, students, researchers and staff with ۱۳۰۷ books in order to develop research and educational activities of the Faculty. After the formation of Abadan Faculty of Medical Sciences it continued to provide resources for nursing, medical, operating room, laboratory science, health and ... disciplines. This library serves its clients by activities such as: purchasing the required resources of its users, lending books, information supply, providing Persian printed journals and Latin magazines electronically in the form of databases, guidance and training the users in order to make optimal use of resources, notification about databases and newly purchased books and providing educational multimedia collections and e-books in the form of CDs for teachers and students.

۱-۴-۵ Workshops and Conferences Affairs

The office of workshops affairs plans to hold empowering workshops with the aim of knowledge increasing to the need of professors, students and staff of Abadan Faculty of Medical Sciences. It also aims to promote the exchange of scientific information attempts to present essays in internal and external conferences.

Table ١٢-٧ Statistical indexes of research and technology management in ٢٠١٥

	Index	Ratio
١	The ratio of the proposed research projects to the total number of researchers matched	٣/٤٠
٢	The ratio of the approved research projects in line with the priority to the total number of the projects	١
٣	The ratio of the papers published in national and international journals to the total number of researchers matched	١/٤٨
٤	The ratio of specialized papers in the field of traditional medicine to the total number of papers	.
٥	The ratio of papers presented at the national conference to the total number of researchers matched	٢/٤٥
٦	The ratio of papers presented at the national and international conferences conference to the total number of researchers matched	٠,٠٣
٧	The ratio of funding for research and technology to the total budget approved by the Faculty of Medical Sciences	٠/٠٠ ٠٨

* Description on item ٥: Due to encouraging the researchers, especially students, the internal conference has increased the number of articles.

* Description on Item ٦: Due to most researchers tend to domestic conferences and an increase in the matched researchers, the mentioned percentage has decreased.

* Description on Item ٧: Due to inquiries from budget experts and the proportion of research funding over the approved budget, this figure was obtained.

Table ١٣-٧ Frequency of research projects approved by the Research Committee of Abadan Faculty of Medical Sciences in ٢٠١٥

٢٠١٥	
Number	٤٦
The total budget (million rials)	١/٨٧٩
Condition	In process

Table ١٤-٧ Information on research projects approved by the Research Council in ٢٠١٥

Year	Matched Researcher	Total budget (million rials)	Average budget (million rials)	Condition	Number	Type of project
٢٠١٥	٢٧	١/٨٧٩	٤٣	In process	٤٦	Students, Faculty members

Table ١٥-٧ Frequency of the total budget approved for Research and Technology of Abadan Faculty of Medical Sciences during ٢٠١٢-١٥

The total budget approved (million rials)	٢٠١٢	٢٠١٣	٢٠١٤	٢٠١٥
	.	٢,٠٩٢	١,٤٧٠	١,٥٠٠

Table ١٦-٧ Frequency of published papers in the name of Abadan Faculty of Medical Sciences regarding where to be indexed in ٢٠١٥

Type of Index	Internal ٢٠١٤	Internal ٢٠١٥	External ٢٠١٤	External ٢٠١٥
Type ١	٩	٠	١٠	٣
Type ٢	١	١	١	٤
Type ٣	٥	١	١٠	٧
Type ٤	١٠	٢	٧	٦
Type ٥	١	٥١	٣	١

Table ١٧-٧ Frequency of published papers in the name of Abadan Faculty of Medical Sciences regarding the authors' ranking in ٢٠١٤ and ٢٠١٥

Author	Number in ٢٠١٥	Percent	Number in ٢٠١٤	Percent
The first author and responsible	٢٠	% ٤٦	١٩	% ٣٣
The second author and onward	٢٤	% ٥٤	٣٨	% ٦٧
Total	٤٤	% ١٠٠	٥٧	١٠٠%

Table ١٨-٧ List of workshops organized by Abadan Faculty of Medical Sciences in ٢٠١٥

Title	Target group (faculty members and staff)	Target group (students)	Duration (days)
١ Citation manner in Vancouver style	✓	-	١
٢ Proposal writing	✓	-	١
٣ Search in PubMed	✓	-	١
٤ English essay writing	✓	-	١

٥	Introduction to Thomson Reuters subset bases	✓	-	١
٦	Introduction to Science Direct database	✓	-	١
٧	Hidden Web	✓	-	١
٨	Preliminary research methods	-	✓	١
٩	Office ٢٠١٠	-	✓	٢
١٠	Proposal writing - Title Selection	-	✓	٣
١١	Proposal writing - Problem Statement	-	✓	٣
	Total according to target group	٧	٩	

- Proposal writing workshop will be held in separate sections for students' further use.

Table ١٩-٧ Frequency of papers presented at domestic and foreign conference in ٢٠١٤ and ٢٠١٥

Year	Foreign or international conferences	National conferences	Total
٢٠١٤	٧	٥	١٢
٢٠١٥	١	١١	١٣

Table ٢٠-٧ Frequency of research projects approved regarding the type of layout in ٢٠١٤ and ٢٠١٥

Year	Approved projects (١)	Projects approved by University research Council	Average budget of projects approved by Research Council (million Rials) (٢)	The total budget of projects approved by Research Council (million Rials)	Projects approved by Student Research Committee	Total budget of Projects approved by Student Research Committee (million Rials)	Average budget of Projects approved by Student Research Committee (million Rials)	Running research projects	finished research projects
٢٠١٤	١٥ (faculty)	١٥ (faculty)	٥٥	٨٢٠	.	.	.	٢٩	٤
٢٠١٥	٢٥ (faculty)	٢٥ (faculty)	٧٣	٤٩٤.١	٢١	١٨٢	٩	٤٥	١

Table ٢١-٧ Frequency of research committees and council held in ٢٠١٥

Year	Research Council	Ethics Committee	Financial Committee
٢٠١٥	١١	٣	٥

Table ٢٢-٧ Frequency of approved Projects that have code of ethics in ٢٠١٥

	Students	Mentorship	Faculty member
Projects with code of ethics	٥	٢٢	٤٠
Approved projects	٥	١٦	٢٥

Cultural Deputy for Students

Introduction and Job Description:

Deputy for culture and student affairs has a direct relationship with cultural and welfare needs of students. The main activities of this deputy can be summarized in two cultural and student affairs areas. The main objective of formation of the Deputy for Culture and Student Affairs is to provide a safe, calm and joyful environment for all students in order to achieve academic success as well as promoting their knowledge and Islamic culture level. Regarding the sports activities of the faculty (staff and students) in this Deputy, the task of creating a situation for sports activities among staff and students is also among the tasks of this deputy.

General objectives:

- Growth and excellence of moral and religious virtues of students
- Supplying welfare requirements, accommodation and feeding for students
- Preparations for growing cultural, political, scientific, artistic and sports talents of students

Active units of this deputy are as follows:

Department of cultural and extra-curricular affairs

Student management

Department of physical education

Department of student advising and counseling

Disciplinary council of students

In order to provide better services in the fields mentioned above, councils such as guild of dormitory, supervisory committee on student newspapers, committee of accommodation and feeding, council of physical education and sports medicine, and the psychological council of students were formed in this deputy.

٢-٦ Definitions and Concepts

١. Management of cultural excellence and extracurricular activities:

The job of this department is organizing the cultural and extra-curricular activities of students and it attempts for promotion of religious knowledge level and identification of students as a student of an Islamic University.

٢. Student organizations and associations:

A group composed of academics that functions after receiving official authorization from competent authority in order to achieve the Islamic goals and values of the Islamic revolution and system in the framework of the constitution and the relevant regulations.

٣. Cultural, artistic and social association of students:

Cultural, artistic and social associations of students are independent student institutions that work on issues related to the association with coordination of deputy for students and culture and under supervision of the university cultural council and according to the instructions for association formation.

٤. Student journal:

All journals that are published and distributed as cyclical, periodical or single-issue or in the form of electronic publications, or under a permanent name and date of publication in cultural, social, political, scientific, economic, artistic, literary and sports fields by any of the students, academic organizations or institutions, teachers and faculty members, or a group of universities within the universities.

Management of Student Affairs

١- Job description of the Student Affairs Department

- Providing optimal conditions for the life and welfare of students that have a direct impact the scientific and cultural promotion of students
- Providing student accommodation and creating decent living conditions in student dormitories
- Paying student scholarship, mortgage payment, granting student job
- Providing student transportation services

٢- Job description of the Dormitories Department

- Management of issues related to the dormitories as boarding
- Allocation of dorm rooms to male and female students
- Caring about the safety of individuals, buildings and properties of student dormitories and providing necessary assistance in emergency situations in collaboration with the relevant units.
- Organizing dormitory units in terms of property, residents and safety
- Monitoring the strict implementation of rules in dormitories

- Monitoring the good manner and compliance with the rules by the dormitory administrators
- Monitoring the installation work and acceleration in fixing the problems and failures
- Monitoring the commuting, vacations and delays of the dormitory students
- Coordinating cultural-sports programs of dormitory students
- Monitoring the energy consumption optimization in dormitories
- Monitoring the work performance of the dormitory students

३- Job description of welfare unit

- Welfare unit of students is the connection between the university and the student welfare Fund
- Providing services and facilities including education and housing, necessary, and purchase of goods loans, medical insurance and accident insurance
- Issuance of pending licenses, previous level debt, paying, and conditional licenses
- Providing payback fees for all graduates

४- Job description of feeding unit

- Preparation of appropriate food basket and program for students and performing a food program and preparing food analysis
- Contracting for cooking and distributing food for students
- Supplying and cooking and distributing food for students through selecting a contractor
- Supplying the required facilities of the central kitchen and monitoring it
- Complete monitoring on the activities of food contractor in preparing and cooking food for students in the central kitchen and the distribution manner of food in dormitories and faculties

- Recording the violations and crimes of the contractor in all stages of supplying, cooking and distributing the food
- Preparing and recording and reporting the statistics of food for students to the contractor and related authorities through the food automation system

◦- **Job description of Health:**

- Constant monitoring of implementation of health standards according to the guidelines of the upstream organizations (Ministry of Health, the University of Origin, etc.) in the student kitchen (by the contractor) and dormitories of Abadan Faculty of Medical Sciences and also hygienic manner of garbage collection in kitchens and dormitories.

٦- **Department of Physical Education**

Job Description:

This department is trying to maintain and promote health and wellness, development of sports for all and gaining sports high places in students and staff level by providing sports services including a letter of introduction for teaching different sports, organizing competitions and sports classes and extra-curricular for students and staff and their families. Considering the importance of sports and due to its expansion among different people as well as its role in improving physical and mental health, the following classes are necessary and inevitable.

٧- **Student consulting department**

Briefly, the Student consulting department provides services to students in order to prevent psychological and social damage and promote the level of mental health in students, on life skills, study skills, increasing communication skills and

adaptability, removing the behavioral disorders such as anxiety, depression, obsession, fear, anger and

Purposes of student consulting department

١. Helping patients to better understand their own (talents, abilities, interests, values, thoughts) in order to improve the level of thought and further promotion of capabilities
٢. Helping patients in making important decisions of life (decisions in education, marriage, job, social affairs, etc.)
٣. Helping in development of the ability and potential talents and development of creativity of patients and using these capabilities in the excellence of the individual and the community.
٤. Helping patients to improve personal and familial adaptability and in marital relationships and..
٥. Helping to prevent problems that can be a source of deep emotional-recognition disorders.
٦. Trying to treat cognitive-emotional dysfunctions and disorders.
٧. Helping patients in acquiring necessary skills for healthy relationships with other people in different social environments.
٨. Helping patients to acquire necessary skills to deal with changes caused by growth and healthily satisfying the needs.
٩. Helping patients to understand and accept the dominant values of society and identifying and analyzing emotions hindering the acceptance and practice of these values.
١٠. Helping to improve mental health of students.
١١. Removing the barriers to successfully continue the university education

١٢. Helping students who have educational problems during education
١٣. Helping students to comply with the requirements and conditions of student life.

* Comparison between the activity of student consulting department in ٢٠١٤ and ٢٠١٥

١. An increase in preparing educational pamphlets for students and the required books is due to the increase in admissions and educational disciplines.

٢. An increase in counseling services to students and colleagues, the number of workshops on life skills, self-care and courses for preventing psychosocial traumas, implementation of the Protocol against academic failure, outlining students' mental health profile, teaching the program of preventing classic and new addictions, held student seminars, conducting basic-applied researches in the field of mental health of students, room by room meetings with new and consulting-dormitory students, and producing and distributing mental health messages is because of the consulting center commitment to the programs sent from the Ministry and functioning according to the anticipated operational program and constant presence and specialized working of the consulting center and the comprehensive cooperation of deputy for education, research and student.

Table ٢٣-٧ Frequency of statistical indexes of deputy for student and culture

	Index	٢٠١٥
١	Space per capita student dormitory	١٠,٨٦
٢	Space per capita student self-service	١,٤٠
٣	Space per capita indoor sports facilities for students	٥٢.
٤	Average person per dorm room	٥
٥	The number of dormitory computers	٣
٦	The number of urban phone lines in dormitories	١
٧	The number of public phone lines In dormitories	٠
٨	The number of internal phone lines In dormitories	١
٩	The number of habitable rooms in dormitories	١٦٠
١٠	The total area of dormitories	٦٤٦٢ Sq. M.
١١	The total area of restaurants	٢٤٠ Sq. M.
١٢	The total area of kitchens	٣٦٢ Sq. M.
١٣	The number of nutrition experts	١

١٤	The number of Environmental Health Expert	١
----	---	---

Table ٢٤-٧ Frequency of members of student associations and organizations in ٢٠١٥

Area of political – cultural activity		Establishment year	Name of journal	Number of members in ٢٠١٥
Red Crescent Association	Training - Relief	٢٠١٤	---	٢٥
Poetry and Literature Association	Art	٢٠١٤	---	٢٠
Cultural Association	Sociocultural	٢٠١٥	---	٥٠
Art Association	Artistic and cultural	٢٠١٥	---	٣٠
Science Association	Science	٢٠١٥	---	٣٠
Extra-curricular	Extracurricular	٢٠١٥	---	٢٠

Association				
Quran and progeny Association	Religious education	۲۰۱۵	---	۴۰
Soroush-E-Izad Association	Charity	۲۰۱۵	Soroush-E-Izad Journal	۴۰
Theatre Association	Art	۲۰۱۵	---	۲۰
Professional Ethics Association	Socio-ethical	۲۰۱۵	---	۲۰
Basij Organization	Political-cultural	۲۰۱۵	---	۲۵۰

Table ۲۵-۷ Frequency of cultural activities held in ۲۰۱۵

The number of activities held	۲۰۱۵
Holding national-religious festivals	۲۴
Cultural and artistic competitions	۳۰
Quran Festival	۱
Cultural Festival	۱
Food Festival in order to support children with cancer	۱
Quran general and specialized teaching class	۱
English language class	۱

Theatre teaching class	۱
Inter-provincial camps	۸
Camps outside the province	۲

Table ۲۶-۷ Frequency of students living in student dormitories according to the field of study in ۲۰۱۵

Dormitory	First Semester ۲۰۱۵-۱۶			Second Semester ۲۰۱۵-۱۶		
	Al-Zahraa	Kooye Behrooz	Shahid Ghonooti	Al-Zahraa	Hazrat-E-Roghayeh	Shahid Ghonooti
Nursing	۱۰۳	۲۲	۸۱	۱۰۰	۳	۸۴
Medical	۳۵	۱۰	۳۵	۴۰	۱۳	۳۱
Laboratory Sciences	۲۷	---	۱۱	۲۵	۱۷	۲۱
Operating Room	۳۵	---	۱۵	۳۴	۱۱	۲۱
General Health	۱	۱۲	---	۱	۱۳	---
Anesthesiology	---	۱۴	۸	---	۱۳	۶
Total	۲۰۱	۳۸	۱۵۰	۲۰۰	۷۰	۱۶۳

*Regarding changing the name of Kooye Behrooz dormitory to Hazrat-E-Roghayeh, it should be noted that Kooye Behrooz dormitory has been held until January ۲۰۱۵-۱۶ and from January till now the students were transferred to Hazrat-E-Roghayeh dormitory.

Table ۲۷-۷ Student dormitories of Abadan Faculty of Medical Sciences in the first semester

۲۰۱۵-۱۶

Dormitory name	Type of dormitory	Type of Ownership	Number of students living in	Year of Exploitation	Substructure	Physical Space per capita	Habitable room	Student density in the room
Al-Zahraa	Girls	Ownership	۲۰۱	۲۰۰۱	۱۷۹۲ m	۸,۸۷	۵۱	۴
Kooye Behrooz	Girls	Transfer	۳۸	۱۹۸۶	۵۸۰ m	۱۵,۲۶	۱۴	۴
Shahid Ghonooti	Boys	Rental	۱۵۰	۲۰۱۵	۳۲۴۰ m	۲۱,۶	۸۴	۴

Table ۲۸-۷ Student dormitories of Abadan Faculty of Medical Sciences in the second semester ۲۰۱۵

Dormitory name	Type of dormitory	Type of Ownership	Number of students living in	Year of Exploitation	Substructure	Physical Space per capita	Habitable room	Student density in the room
----------------	-------------------	-------------------	------------------------------	----------------------	--------------	---------------------------	----------------	-----------------------------

Al-Zahraa	Girls	Ownership	۲۰۰	۲۰۰۱	۱۷۹۲ m	۸,۹۶	۵۱	۴
Kooye Behrooz	Girls	Rental	۷۰	---	۵۸۰ m	۱۲,۱۴	۲۵	۶
Shahid Ghonooti	Boys	Rental	۱۶۳	۲۰۱۵	۳۲۴۰ m	۱۹,۸۷	۸۴	۴

Table ۲۹-۷ Frequency of The students using university dormitories in ۲۰۱۵

Al-Zahraa Dorm				Hazrat-E-Roghayeh Dorm				Kooye Behrooz Dorm				Shahid Ghonooti Dorm				
Year	First semester		Second semester		First semester		Second semester		First semester		Second semester		First semester		Second semester	
	single	married	single	married	single	married	single	married	single	married	single	married	single	married	single	married
۲۰۱۵-۱۶	۲۰۱	۰	۲۰۰	۰	---	۰	۷۰	۰	۳۸	۰	---	۰	۱۵۰	۰	۱۶۳	۰

Table ۳۰-۷ Frequency of total students and the students living in dormitories in ۲۰۱۴ and

۲۰۱۵

۲۰۱۴				۲۰۱۵			
Total students		Students living in dormitories		Total students		Students living in dormitories	
۸۲۳		۳۰۰		۵۹۵		۴۳۳	

Table ۳۱-۷ Frequency and amount educational loans in ۲۰۱۵

Field of study		Laboratory sciences	Medical	Anesthesiology	Operating Room	Nursing	Total
First semester	Number	۹	۲۰	---	۲۵	۱۰۳	۱۵۷
	Amount (rial)	۳۰۳۷۵۰۰۰	۶۸۵۳۵۰۰۰	---	۸۴۳۷۵۰۰۰	۳۵۳۸۳۵۰۰۰	۵۳۷۱۲۰۰۰۰
Second semester	Number	۳	۲۶	۲	۲۲	۱۰۱	۱۵۴
	Amount (rial)	۱۲۳۷۵۰۰۰	۱۰۸۵۱۵۰۰۰	۸۲۵۰۰۰۰	۹۰۷۵۰۰۰۰	۴۳۰۵۴۰۰۰۰	۶۵۴۵۵۵۰۰۰

Table ۳۲-۷ Students opening an account in ۲۰۱۵

Number of students	First semester	Second semester
۲۲۱	۱۶۱	۶۰

Table ۳۳-۷ Frequency of students applying and the number of loans given by the Student Welfare Fund in ۲۰۱۵

Loan	Half of the year	۲۰۱۵	
		Number	Amount (rials)
Emergency loan	First	۲۶	۸۷۵۰۰۰۰۰
	Second	۴۲	۱۷۵۰۰۰۰۰۰
Note ۲ Loan	First	۵	۱۸۳۴۵۴۵۰
	Second	۲	۵۷۲۲۷۲۰
Housing deposit loan	First	---	---
	Second	---	---
Mortgage loan	First	---	---
	Second	۱	۶۰۵۰۰۰۰
Hajj Essential loan	First	---	---
	Second	---	---
Scholarship of Alavi Foundation	First	۱۶	۹۸۰۰۰۰۰۰
	Second	۳۲	۱۹۴۰۰۰۰۰۰

Table ۳۴-۷ Number of loans paid on the basis of marital status in ۲۰۱۵

year		Married	Single	Total
۲۰۱۵	First semester	۷	۱۵۰	۵۳۷۱۲۰۰۰۰
	Second semester	۱۲	۱۴۳	۶۵۴۵۵۵۰۰۰

Table ۳۵-۷ State of the solvency of graduates in ۲۰۱۵

Educational status		State of the solvency	Total
		Number of installments	
۲۰۱۵	Graduate	۵۴	۵۴

Table ۳۶-۷ the amount of allocated budget and loan (IRR) for students in ۲۰۱۵

Year	First semester ۲۰۱۵	Second semester ۲۰۱۵
Student loan	۵۴۰۰۰۰۰۰	۶۵۶۰۰۰۰۰
Emergency loan	۸۷۵۰۰۰۰۰	۱۷۵۰۰۰۰۰
Mortgage loan	---	۶۰۵۰۰۰۰
Housing deposit loan	---	---
Hajj Essential loan	---	---
Note ۲ loan	۵۱۰۰۰۰۰۰	---
Alavi Foundation Scholarship	۹۸۰۰۰۰۰۰	۱۹۴۰۰۰۰۰۰

Note: Regarding that the amount of appropriations of tuition fee loan of evening students (Note ۲ loan) in ۲۰۱۵-۱۶ academic years by the welfare fund has been assigned as ۵۱۰۰۰۰۰۰ IRR, therefore, according to loan applicants in two semesters was paid to the applicants' account after adjusting the document and referring it to the Welfare Fund.

Table ٣٧-٧ Annual group accident insurance of non-graduated students in ٢٠١٥

Year	First semester October	Second semester February
Annual group accident insurance	٤٨٨	١٢٠

Table ٣٨-٧ Frequency of students using the faculty self-service in ٢٠١٥

Meal	٢٠١٥
Breakfast	٣٨,٧
Lunch	٨٦
Dinner	٦٨,٤

Table ٣٩-٧ the amount paid (IRR) by students to the faculty for food according to the meal in ٢٠١٥

Meal	٢٠١٥
Breakfast	١٤٥,٤١٠,٠٠٠
Lunch	٦٧٤,٩٠٣,٠٠٠
Dinner	٣٦٤,١٣٢,٠٠٠

Table ٤٠-٧ Frequency of payments (IRR) to the contractor by the faculty for food in ٢٠١٥

٢٠١٥	٩,٢٣٢,١٨٧,٣٠٧
------	---------------

Table ٤١-٧ Number of food menu for each student per meal in ٢٠١٥

Meal	Number of Menu
Breakfast	٤
Lunch	٢
Dinner	٢

Table ٤٢-٧ number of fruit, raw vegetables and dairy units distributed in each week per student in ٢٠١٥

Type	Unit
Fruit	١٨
Raw vegetables	٦
Dairy (Cheese not included in dairy group)	١٤

Table ٤٣-٧ the main other activities by percent in ٢٠١٥

Type of activity	Percent
The amount of using industrial equipment in cooking, distribution and maintaining food in feeding unit	٩٥
The amount of students' satisfaction with the food quality in ٢٠١٥	٨٦
The amount of students' access to feeding automation system in ٢٠١٥	٩١

The amount of calories provided daily for each student in terms of kilocalories in ۲۰۱۵: ۲۹۰۰ kcal

Table ۴۴-۷ the most important activities of environmental health unit based on the percentage in ۲۰۱۵

Activities	Percent
Compliance with health indicators of environmental health in process of preparing, cooking and distribution of food	۹۰
Compliance with environmental Health In student dormitories	۹۰
Achievement level of safety infrastructure in the dormitory	۷۰
Performance of immunization in dormitories	۷۵
Improving the requirements related to environmental sanitation	۱۰۰
Frequency of inspections carried out in the dormitory	۵۵
Frequency of inspections carried out in the kitchen	۱۰۰
The amount of observing cases of non-compliance with the regulations of Article ۱۳ of environmental health by the contractor	۲,۵۰

Table ۴۵-۷ the most important activities of environmental health unit on the basis of Number in ۲۰۱۵

Activities	Percent
Frequency of referring the kitchen employees to the health center to receive health card (Issuing letters of introduction to the health center)	۱۴
The number of sessions of investigating the emergency health problems of students	۴
Number of competitions and fun events held for students	۲

Number of training courses	٥
The number of spray courses done	٤

Table ٤٦-٧ room by room examination of students for fighting transmittable diseases in student dormitories

(Determining the infection rate and type of fighting)

$$100 \times \frac{\text{Number of disease events}}{\text{Total dormitory students}} = \text{Amount of disease event}$$

٢٠١٥			
	First visit	Second visit	Third visit
room by room examination of students for fighting pediculosis	٪٧,٤٠	٪٣,٤٠	٪٠,٤٠
room by room examination of students for fighting Bedbugs	٪٠,٢٠	.	.

Table ٤٧-٧ Frequency of sports classes held according to gender in ٢٠١٥

Activity	Number of classes	Female	Male	Total
----------	-------------------	--------	------	-------

Sports classes	۱۱	۱۶۷	۱۰۰	۲۷۲
----------------	----	-----	-----	-----

Table ۴۸-۷ Frequency of participating students in public competitions and Fajr Futsal Cup in ۲۰۱۰ – Sari, Khazar Abad

	Activity	Number of individuals	Number of participant fields
۱	Festival of sport for boys	۱۴	۴
۲	Futsal tournament the Fajr Cup	۱۲	---

Table ۴۹-۷ Frequency of people participating in Quran teaching classes in ۲۰۱۴ and ۲۰۱۰

	Year	Quran teaching
۱	۲۰۱۴	۴۰
۲	۲۰۱۰	۲۰

Table ۵۰-۷ Frequency of offering special discounted tickets per person in ۲۰۱۰

۲۰۱۰	
Pool Tickets (IRR)	۲۴۰۰
Special discounted tickets (IRR)	-----

Table ۵۱-۷ student counseling department activities according to frequency in ۲۰۱۰

The main activities of student counseling department		٢٠١٥
١	General Health Questionnaire (GHQ) of new students	٢٧٠
٢	Analysis and Data Processing of questionnaires and outlining the profile of students' mental health	١
٣	Identification and separating vulnerable students with disorders and referring them for treatment	٥٠
٤	Implementation of the Protocol against academic failure	٩١
٥	Providing consultancy services to students	٣٠٨
٦	Frequency of prevention courses against psychosocial traumas	٧
٧	Organizing self-care teaching courses for students	١٥
٨	Workshops held for consulting teachers and faculty members	٤
٩	Frequency of workshops held for authorities and dormitory staff	٣
١٠	Student seminars held	٥
١١	Performing basic - applied research in the field of mental health of students	٣
١٢	Preparing and distributing brochures	١٣
١٣	Preparing and distributing mental health messages	١٧٠
١٤	Holding Mental Health meetings	٢
١٥	Distribution of Self-care health Zij book among students	٣
١٦	Poster Design	٣
١٧	Frequency of holding room by room meetings with new students	٤
١٨	Holding counseling sessions in dormitory	٣
١٩	Clinical interview and mental status examination for scholarship students	٦٠
٢٠	Formation of Hmtayaran consulting group	٣
٢١	Setting up counseling telephone line "Helpline"	١
٢٢	Holding marriage conference and how to use social networks	٢
٢٣	Holding competitions	٣

Table ٥٢-٧ student counseling department activities according to percentage in ٢٠١٥

The main activities of student consulting department		٢٠١٥
١	Implementation of the system of communication with family for new students	%٨٧
٢	Teaching guidance and counseling before marriage	%٤٥
٣	Teaching the program of Prevention of classic and new addiction	%٥٠

Attachments:

Checklists of health unit:

Checklist number ١: checklist of safety infrastructures of dormitory and student dining halls

	Subject	Coefficient	Without	With		
				Good	Average	Weak
			٠	٣	٢	١
١	Emergency staircase (emergency exits for each floor are embedded)	٨	٠			
٢	Fire alarm system and warning for gas leaks	١٠	٠			
٣	Fencing the dormitory area (Based on the expert opinion of the relevant unit)	٦				
٤	window protection, bed, roof, staircase, balcony, skylight (Based on the expert opinion of the relevant unit)	٨				
٥	Earth system	٦				
٦	Access to protected areas (Roof, emergency exits and engine room, etc.)	٧				

٧	Adequate ventilation (chimney, ventilators for gas appliances)	٩				
٨	Electrical panel standard (safety fuse, etc.)	٩				
٩	Availability of main gas valve, main fuse, main water valve	١٢				
١٠	Standard stove with thermocouple (industrial oven) Existence of at least ٥٠٪ standard thermocouple stove	٩	•			
١١	emergency power	٨				
١٢	water storage	٨				
Total score		١٠٠	•	•	•	•

Checklist number ٢: checklist of student dormitory and dining halls safety

Subject	Coefficient	Without	With		
			Good	Average	Weak
			٣	٢	١
١	Fire extinguishing systems (fire extinguisher)	١٤			
٢	Teaching fire extinguishing to staff and students and information about the safety and rescue of incidents in dorms	١٧			
٣	Existence of safety committee of student places	١١			
٤	Existence of first aid boxes	١٢			
٥	Telling the address of dorms and dining halls to the fire department, emergency and police	٨			

٦	The absence of flammable materials in the dormitory area	١١				
٧	Safety monthly visit of the engine room and the elevator	٩				
٨	accident insurance of student buildings	١٠	•			
٩	Regular visits of the building electricity system	٨				
Total score		١٠٠	•	•	•	•

Checklist number ٣: controlling the hygiene of the process of preparing, cooking and distributing food for students

Subject	Coefficient	Without	With			Description
			Good	Average	Weak	
		•	٣	٢	١	
١	٤					
٢	٤					

۳	Regular cleaning of the self-service, kitchen, warehouse and refrigeration equipment and related places	۴					
۴	Appropriate place for food distribution in terms of hygiene (in the self-service and dormitories)	۴					
۵	Food distribution by considering hygienic items (bread, dressing, etc.)	۴					
۶	Food and grocery hygienic handling (roofed car, washable and ...)	۴					
۷	Cleaning equipment (grinders, etc.) and utensils (spoon, fork, salt shaker, etc.)	۳					
۸	Existence of special slippers for entering the mortuary, food storage, health services	۳	.				
۹	hygienic cleaning and disinfection of fruit and vegetables	۴					
۱	Periodic monitoring by	۴					

•	health and nutrition experts						
۱ ۱	Existence of pallets and appropriate shelving in cold storage and warehouse	۳					
۱ ۲	Suitable ventilation for warehouse, kitchen, dining room	۲					
۱ ۳	Existence of thermometer suitable for cold storage and warehouse environment and temperature recording sheet in these places	۲					
۱ ۴	Convenient location of cold storage and warehouse	۳					
۱ ۵	Adequate moisture of the warehouse (standard humidity gauge) and temperature recording sheet in these places	۳					
۱ ۶	Using standard food ingredients (hygienic label and date of manufacture and expiry, etc.)	۴					

၁ ၇	Considering the right time and place arrangement of raw and cooked foods in the warehouse	၃					
၁ ၈	Considering the right time and place arrangement of foods in the cold storage	၃					
၁ ၉	Considering the right arrangement of kitchen equipment	၃					
၃ ၁	Periodic disinfection and spraying and trapping in the warehouse and kitchen and self-service	၃					
၃ ၂	Existence of suitable nets for doors, windows and waterways of the kitchen, warehouse and dining hall	၃					
၃ ၃	hygienic collection and disposal of wastes	၄					Regarding the garbage collection, existence of a gated trash is essential
၃ ၄	Existence of adequate health services for staff and students	၃					
၃ ၅	Cloakroom and bathrooms for worker	၃					
၃ ၆	Lighting situation of the	၃					

	Kitchens, warehouses and ...						
۲ ۶	Sanitary drainage system, fat separators for kitchens, warehouse and dining rooms	۴					
۲ ۷	Adequate warehouse capacity	۳					The shelves should be placed in sufficient numbers and in parallel and tandem and a distance should be considered for passing and transport of goods between the shelves. The shelves height from the warehouse floor to be ۴۰ to ۴۵ cm. and ۳۰ cm from the wall, and to the roof must be less than two-thirds of the floor. Pallets and shelves made of stainless steel or compressed and washable plastic
۲ ۸	Appropriate cold storage capacity	۳					At least one-fifth of cold storage space should be empty of

							grocery. (For maintenance any tons of food About 4 cubic meters to be considered)
۲ ۹	Valid health card of staff	۴					
۳ ۰	Certificate of staff health education	۳					According to documents
Total score		۱۰۰	