

PHARMACY COUNCIL OF INDIA

Standard Inspection Format (S.IF) for institutions conducting B. Pharm

(To be filled and submitted to PCI by an organization seeking approval of the course / continuation of the approval)

(SIF-B)

To be filled up by P. C.I.

To be filled up by inspectors

Inspection No.:

Date of Inspection:

FILE No. :

NAME OF THE INSPECTORS: 1.

(BLOCK LETTERS)

2.

PART-I

A - GENERAL INFORMATION

A - 1.1 Name of the Institution: Complete Postal address: STD code Telephone No. Fax No. E-mail	School of Medical & Allied Sciences K.R. Mangalam University, Sohna Road, Gurgaon. Haryana Pin – 122 103 Phone: 0124-2867800 E-mail projects@krmangalam.edu.in Website : www.krmangalam.edu.in
Year of Establishment	2013
Status of the course conducting body: Government / University / Autonomous / Aided / Private (Enclose copy of Registration documents of Society/Trust)	K.R. Mangalam University established under Haryana Private University Act 2006 vide the Haryana Private Universities (Amendment) Act No. 8 of 2013 notified in the HARYANA GOVT. GAZ. (EXTRA), MAY 3, 2013 (VYSK.13, 1935 SAKA) (Copy of the Haryana Notification dated 3rd May, 2013 attached)-Annexure I
A - I. 2 Name, address of the Society/Trust/Management (attach documentary evidence) STD Code: Telephone No: Fax No: E-mail Web Site:	Sh. Yash Dev Gupta Director, Mangalam Edu Gate, 843, Ward No. 6, Main Bazar, Mehrauli, New Delhi – 110 030 Ph. 011-30133000, Fax: 011-30133001 E-mail: projects@krmangalam.org Website : www.krmangalam.edu.in (Memorandum and Articles of Association of Mangalam Edu Gate attached)- Annexure II

Signature of the Head of the Institution

Signature of the Inspectors

A-I.3 Name, Designation and Address of person to be contacted by phone STD Code Telephone No. Office Residence Mobile No. Fax No. E-Mail	Ms. Manvi Arora Deputy Registrar K.R. Mangalam University Mob. 9871676767 Ph. 011-29242666/67 <u>manvi.arora@krmangalam.org</u> <u>projects@krmangalam.edu.in</u>
A-I.4 Name and Address of the Vice Chancellor of the University	Prof. K.N. Tripathi Vice Chancellor K.R. Mangalam University, Sohna Road, Gurgaon. Haryana Pin – 122 103

A-I.5

FOR INSTITUTION SEEKING CONTINUATION OF APPROVAL

a. Details of Affiliation Fee Paid

Name of the Course	Affiliation Fee paid up to	Receipt No	Dated	Remarks of the Inspectors
B. Pharm	One Year – Rs, 40,000/- (Affiliation Fee-Rs. 15,000/- Inspection Fee – Rs. 25,000/-)	23858	26.12.2013	
	(Affiliation Fee-Rs. 1,00,000/- 2014-15)	23821	3.12.2013	

b. APPROVAL STATUS: APPROVED

Name of the Course	Approved up to	In take Approved and Admitted	PCI	STATE GOVERNMENT	UNIVERSITY	Remarks of the Inspectors
B. Pharm	2013-14 & 2014-15	Approval Letter No and Date REF NO 32-1135/2013 – PCI/14163-65 DATED 13/06/2014	60 Intake	Approval Letter received from Higher Education Department, Chandigarh vide Memo No. 20/17-2011 UNP(5) Dated Panchkula 14.6.2013 (Copy attached) – Annexure III	Resolution passed by the Academic Council for the start of the B.Pharm programme Academic Session 2013-14	
		Approved Intake	60.	60		
		Actually Admitted	19 60	19 (2013-14) 60 (2014-15)		

Signature of the Head of the Institution

Signature of the Inspectors

STATUS OF APPLICATION –SECOND INSPECTION

COURSES INSPECTED FOR				
Faculty / Subject	Extension of Approval	Increase in Intake of Seats	Remarks	
			Current Intake	Proposed increase in Intake
B. Pharm	YES	NO	60	60

Note: Enclose relevant documents

A.- 1.6

Whether other Educational Institutions/Courses are also being run by the Trust/Institution in the same Building/Campus? If Yes, Give Details

Yes : ✓ (Please refer Annexure III)

A – 1.6 a

Status of the Pharmacy Course	:	
Independent Building	:	
Wing of another college	:	
Separate Campus	:	
Multi Institutional Campus	:	✓

Examining Authority :
With complete Postal Address,
Telephone No. and STD Code.

K.R. Mangalam University,
Sohna Road, Gurgaon. Haryana
Pin – 122 103
Phone: 08800697002
E-mail projects@krmangalam.edu.in

Website : www.krmangalam.edu.in

Signature of the Head of the Institution

Signature of the Inspectors

B – DETAILS OF THE INSTITUTION

B-1.1 Name of the Principal : Prof. (Dr.) Arun Garg					
Qualification/ Experience	Qualification*		Teaching Experience Required	Actual experience	Remarks of the Inspectors
	M. Pharm	YES	15 years, out of which 5 years as Prof./HOD	29 Years	
	PhD	YES	10 years, out of which at least 05 years as Asst. Prof		

* Documentary evidence should be provided **(CV & Testimonial of Prof. (Dr.) Arun Garg attached – Annexure IV)**

B-1.2

For institution seeking continuation of affiliation

Course	Date of last Inspection	Remarks of the Previous Inspection Report	Complied / Not Complied	Intake reduced/Stopped in the last 03 years*
B. Pharm	5th Feb 2014	Annexure V	Complied	Nil

* Enclose Documents

B-1.3

Status of Governing Council:	Government/Trust/Society/Individual / University
Details of the Governing Body	Enclosed (Annexure – VI)
Minutes of the last Governing council Meeting	Enclosed (Annexure-VII)

B-1.4

Pay Scales :

Staff	Scale of pay		PF	Gratuity	Pension benefit	Remarks of the Inspectors
Teaching Staff	UGC	Yes	Yes	Yes	No	
Non- Teaching Staff	As per the State Government	Yes	Yes	Yes	No	

Signature of the Head of the Institution

Signature of the Inspectors

B-I.5**B. Pharm Course: Admission Statement for the Past Two Years**

ACADEMIC YEAR	Year 2013-14	Year 2014-15
Sanctioned	60	60
No. of Admissions	19	60
Unfilled Seats	41	Nil
No. of Excess Admissions	Nil	Nil

B - I.6**Academic information: Percentage of UG results for the past three years based on University Calendar**

ACADEMIC YEAR	Year 2013-14	Year 200-	Year 200-
1 st year	90%		
2 nd year	NOT APPLICABLE		
3 rd year			
Final year			
Pass % (Final Year)			

B - II**Co – Curricular Activities / Sports Activities**

Whether college has NSS Unit (Yes/No)? (In Progress)	NO
NSS Programme Officer's Name	
Programme conducted (mention details)	- NOT APPLICABLE -
Whether students participating in University level cultural activities / Co- curricular/sports activities	YES
Physical Instructor	Mr. Shashi Bhushan Mishra
Sports Ground	Yes

Signature of the Head of the Institution

Signature of the Inspectors

C – FINANCIAL STATUS OF THE INSTITUTION

Audited financial Statement of Institute should be furnished

C .1 Resources and funding agencies (give complete list) :

Attached separately as **Annexure VIII (Audited Financial Statement)**

C .2 Please provide following Information

Receipts			Expenditure			Remarks of the Inspectors
Sl. No.	Particulars	Amount	Sl. No.	Particulars	Amount	
1.	Grants a. Government b. Others	30,87,658	CAPITAL EXPENDITURE			
2.	Tuition Fee	18,30,000	1.	Building	-	
3.	Library Fee	-	2.	Equipment	9,14,985	
4.	Sports Fee	-	3.	Others	19,19,806	
5.	Union Fee	-	REVENUE EXPENDITURE			
6.	Others	-	1	Salary	13,95,736	
7.	Miscellaneous Fee	5,300	2.	MAINTENANCE EXPENDITURE		
			i	College	6,82,561	
8.	Creditors toward Expenses	1,07,074	ii	Others	2,44,424	
			3.	University Fee (If any)		
			4.	Apex Bodies Fee	1,40,000	
			5.	Government Fee		
			6.	Deposit held by the College		
			7.	Others	13,46,005	
Total		50,30,032	Total		66,43,517	

Note : Enclose relevant documents

Signature of the Head of the Institution

Signature of the Inspectors

PART- II PHYSICAL INFRASTRUCTURE

1. a. Availability of Land (B. Pharm courses) : **Multifunctional Campus**
a) 2.5 acres District HQ/Corporation/Municipality limit **Total land 24.39 acres**
b) 0.5 acre for City / Metros
- b. Building : **Own**
- c. Land Details to be in name of Trust and Society **Land in the name of Sponsoring Body**
Records to be enclosed **Mangalam Edu Gate**
Sale deed : **Enclosed (Annexure- IX)**
- d. Building¹:
i) Approved Building plan, to be Enclosed : **Enclosed (Annexure-X (S01))**
- e. Total Built Area of the college building in Sq.mts : **Enclosed (Annexure-XI) (Maps)**
Built up Area : **7,943 sq.m.**
Amenities and Circulation Area : **1,401 sq.m.**

2. Class rooms:

Total Number of Class rooms provided at the end of 4 Year Course

Class	Required Nos	Available Nos	Required Area * for each class	Available Area in Sq.mts	Remarks of the Inspectors
B. Pharm	08	8 x Lecturer Hall (60 seat)	90 Sq. mts each (Desirable) 75 Sq. mts each (Essential)	75 Sq.mts each	

(*To accommodate 60 students)

Signature of the Head of the Institution

Signature of the Inspectors

3. Laboratory requirement at the end of 4 Years

Sl. No.	Infrastructure for	Requirement as per Norms	Available No. & Area in Sq mts	Remarks/ Deficiency
1	Laboratory Area for B.Pharm Course (12 Labs)	90 Sq .mts x n (n=10) – Including Preparation room Desirable 75 Sq. mts – Essential	12 Labs available 6 Labs working 75 sqmts each	
2	Pharmaceutics Pharmaceutical Chemistry Pharmaceutical Analysis Pharmacology Pharmacognosy Pharmaceutical Biotechnology (Including Aseptic Room) Total no. Laboratories for B.Pharm course	03 Laboratories 02 Laboratories 01 Laboratory 02 Laboratories 01 Laboratories 01 Laboratory 10 Laboratories *	3 (2 working) 2 (working) 1 (working) 2 (1 working) Identified Identified 10 Labs of 75 sqmts each	
3	Preparation Room for each lab (One room can be shared by two labs, if it is in between two labs)	10 sqmts (minimum)	Yes	
4	Area of the Machine Room	80-100 Sq.mts	1 Machine Room 100 sq. mts.	
5	Central Instrumentation Room	80 Sq.mts with AJC	1 CIR	
6	Store Room -1	1 (Area 100 Sqmts)	YES	
7	Store Room – II (For Inflammable chemicals)	1 (Area 20 Sq mts)	YES	

***Laboratories and other amenities available for the Ist & IInd Year B.Pharm Course is fully functional. Remaining Labs with latest equipment will be operational as and when required.**

Number of laboratories required for entire course of 4 years.

*** The Institutions will not be permitted to run the courses in rented building on or after 31.12.2008**

1. All the Laboratories should be well lit & ventilated
2. All Laboratories should be provided with basic amenities and services like exhaust fans and fume chamber to reduce the pollution wherever necessary.
3. The work benches should be smooth and easily cleanable preferably made of non-absorbent material.
4. The water taps should be non-leaking and directly installed on sinks. Drainage should be efficient.
5. Balance room should be attached to the concerned laboratories.

Signature of the Head of the Institution

Signature of the Inspectors

4. Administration Area:

Sl.No.	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms, in area	Available		Remarks/ Deficiency
				No.	Area in Sq .mts	
1	Principal's Chamber	01	30 Sq .mts	01	48 sq. mtrs	
2	Office – I – Establishment	01	60 Sq. mts	01	170 sq. mtrs.x Office I & II	
3	Office – II – Academics			01	23 sq. mtrs. x Confidential Room	
4	Confidential Room					

5. Staff Facilities:

Sl. No.	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms, in area	Available		Remarks/ Deficiency
				No.	Area in Sq mts	
1	HODs for B.Pharm Course	Minimum 4	20 Sq mts x 4	04	24 sq. mtrs.	
2	Faculty Rooms for B.Pharm course		10 Sq mts x n (n=No of teachers)	06	13 sq. mtrs. X 6	

6. Museum, Library, Animal House and other Facilities

Sl.No.	Name of infrastructure	Requirement as per	Requirement as per Norms, in area	Available		Remarks/ Deficiency
				No.	Area in Sq. mts	
1	Animal House	01	80 Sq mts	Area Identified & will be operational as and when required		
2	Library	01	150 Sqmts	01	1526 sq.mtrs.	
3	Museum	01	50 Sq mts (May be attached to the Pharmacognosy lab)	01	66 sq. mts.	
4	Auditorium / Multi Purpose Hall (Desirable)	01	250-300 seating capacity	01	Open theatre	
5	Seminar Hall	01		01	145.1 sq.m	
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	YES WITH ADEQUATE NUMBER OF MEDICINAL PLANTS		

Signature of the Head of the Institution

Signature of the Inspectors

7. Student Facilities:

Sl. No.	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms, in area	Available		Remarks/ Deficiency
				No.	Area in Sq .mts	
1	Girl's Common Room (Essential)	01	60 Sq.mts	01	60 sq.mtrs.	
2	Boy's Common Room (Essential)	01	60 Sq.mts	01	60 sq. mtrs	
3	Toilet Blocks for Boys	01	24 Sq.mts	YES		
4	Toilet Blocks for Girls	01	24 Sq.mts	YES		
5	Drinking Water facility – Water Cooler (Essential).	01		YES		
6	Boy's Hostel (Desirable)	01	9 Sq .mts / Room Single occupancy	YES	50 ROOMS FOR BOYS AND GIRLS (Twin sharing) EACH	
7	Girl's Hostel (Desirable)	01	9 Sq .mts / Room (single occupancy) 20 Sq mts / Room (triple occupancy)	YES		
8	Power Backup Provision (Desirable)	01		YES		

8. Computer and other Facilities:

Name	Required	Available		Remarks of the Inspectors
		No.	Area in Sq. mts	
Computer Room for B.Pharm Course	01 (Area 75 Sq mts)	02	193.7 sq.m. each	
Computer (Latest Configuration)	1 system for every 10 students	*60 Nos. (i3@3.4GHz, 4GBRAM, 500 GB HDD)		
Printers	1 printer for every 10 computers	4		
Multi Media Proj ector	01	2		
Generator (5KVA)	01	2 x 625 KVA 1 x 380 KVA 1 x 250 KVA		

***All PCs are all-in-one PCs with WiFi, Bluetooth & Webcam facilities**

Signature of the Head of the Institution

Signature of the Inspectors

9. Amenities (Desirable)

Name	Requirement as	Available		Not	Remarks/
		No.	Area in Sq. mts		
Principal quarters	80 Sq. mts	PRINCIPAL QUARTERS AND STAFF QUARTERS WILL BE MADE IN THE CAMPUS			
Staff quarters	16x80 Sq. mts				
Canteen	100 Sq. mts	YES	300 sq.m.		
Parking Area for staff and students		YES	Available for 100 cars within campus		
Bank Extension Counter			
Co operative Stores			
Guest House	80 Sq. mts	YES	Outsourced		
Transport Facilities for students		YES	15 buses		
Medical Facility (First Aid)		YES	100 sq. mts.		

10. A. Library books and periodicals

The minimum norms for the initial stock of books, yearly addition of the books and the number of journals to be subscribed are as given below:

SL	Item	Titles	Minimum Volumes (No)	Available		Remark
				Title	Numbers	
1	Number of books	150	1500 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	Titles - 206 Volumes - 1692 (List attached – Annexure XII)		
2	Annual addition of books		100 to 150 books per year			
	Periodicals Hard copies / online		10 National 05 International periodicals	10 NATIONAL & 5 INTERNATIONAL Yes		
4	CDS		Adequate Nos			
5	Internet Browsing Facility		Yes/No (Minimum ten computers)	YES		
6	Reprographic Facilities: Photo Copier Fax Scanner		01 01 01	01 01 01		
7	Library Automation and Computerized System			YES		
8	Library Timings			9.00 am to 6.00 pm		

Signature of the Head of the Institution

Signature of the Inspectors

10.B. Library Staff:

	Staff	Qualification	Required	Available	Remarks of the Inspectors
1	Librarian	M. Lib	1	1	
2	Assistant Librarian	M. Lib	1	1	
3	Library Attenders	10+2/PUC	2	2	

Signature of the Head of the Institution

Signature of the Inspectors

PART III ACADEMIC REQUIREMENTS

Course Curriculum:

1. Student Staff Ratio: Theory Practicals Remarks of the Inspectors

60 : 1 20 : 1

(Required ratio — Theory —»■ 60:1 and Practical —»■ 20:1) If more than 20 students in a batch 2 staff membersto be present provided the lab is spacious.

2. Scheme of B. Pharm Course: **Semester : 8**

3. Date of Commencement of session / sessions:

Commencement	Completion
DD/MM/YY	DD/MM/YY
04/08/2014	30/06/2015

4. Vacation : No.of Days Summer 29 No.of Days Winter : 14] **As per**
 5. Total No. of working days : 258] **Academic Calender –**
Attached (Annexure- XIII)

6. Time Table : **Time Table for B.Pharm course attached (Annexure XIV)**

7. Whether the prescribed numbers of classes are being conducted as per University norms :

I B. Pharm:

	No of Theory Classes		Practicals			Remarks of the Inspectors
	Prescribed No of Hrs	No of Hours Conducted	Prescribed No of Hours	No of Hours Conducted	No of Classes Conducted to fulfill Prescribed Number of Hours as in Column 5 No. of classes x hours per class	
	2	3	4	5		
Remedial biology (SEM I)	3	3	-	-	3 classes x 1 hr / week	
Remedial Maths (SEM I)	3	3	-	-	3 classes x 1 hr / week	
Pharmaceutics I (General Pharmacy) (SEM I)	3	3	3	3	3 classes x 1 hr / week 1 Practical x 3 hr / week	
Pharmaceutical chemistry (SEM I)	3	3	3	3	3 classes x 1 hr / week 1 Practical x 3 hr / week	
Pharmaceutical Analysis (SEM I)	3	3	3	3	3 classes x 1 hr / week 1 Practical x 3 hr / week	
Anatomy Physiology & Pathophysiology (SEM I)	3	3	3	3	3 classes x 1 hr / week 1 Practical x 3 hr / week	
Prof. communication (SEM I)	2	2	-	-	2 classes x 1 hr / week	

Unit Operations (SEM II)	3	3	3	3	3 classes x 1 hr / week 1 Practical x 3 hr / week
Physical Pharmacy (SEM II)	3	3	3	3	3 classes x 1 hr / week 1 Practical x 3 hr / week
HAPP-II (SEM II)	3	3	3	3	3 classes x 1 hr / week 1 Practical x 3 hr / week
Pharmacognosy-II (SEM II)	3	3	3	3	3 classes x 1 hr / week 1 Practical x 3 hr / week
Organic Chemistry (SEM II)	3	3	3	3	3 classes x 1 hr / week 1 Practical x 3 hr / week

8. Whether Tutorials are being conducted : **Yes**

(If any, as per University norms)

9. Number of Guest Lectures/Seminars/Workshops/Symposia/Presentations conducted during last three years:

A.

Name of the Event	Year 2013	Year 200-	Year 200-
Guest Lectures	2013-14 (4 Guest Lectures) Activities Report attached at Annexure XV		
Seminars			
Workshops			
Symposia			

B. . Papers Presented / Published during last three years

	Year 200-		Year 200-		Year 200-	
	National	International	National	International	National	International
Published	Publications attached - Annexure XVI					
Presented						

10. Whether Internal Assessments are conducted periodically as per university norms

Yes

Class	I Sessional Dates DD/MM/YY		II Sessional Dates DD/MM/YY		III Sessional Dates DD/MM/YY		Remarks of the Inspectors
	Theory	Practicals	Theory	Practicals	Theory	Practicals	
IB. Pharm	SEM I		SEM II		SEM I		
	CAT 1 – MIDTERM EXAM ENDTERM EXAM		19 – 21 Sep 2013 11 – 16 Nov 2013 7 – 20 Jan 2014	13 – 16 Mar 14 21 – 25 Apr 2014 20 – 2 Jul 2014	CAT 1	–	1 – 3 Sep 2014 13 – 18 Oct 2014 8 – 19 Dec 2014

11. Whether Evaluation of the internal assessments is Fair

YES

Class	No. of Candidates scored more than 80%		No. of Candidates scored between 60 – 80%		No. of Candidates scored between 50 – 60%		No. of Candidates Less than 50%		Remarks of the Inspectors
	Th	Pr	Th	Pr	Th	Pr	Th	Pr	
I B.Pharm	7	14	7	4	1	1	5	1	

Signature of the Head of the Institution

Signature of the Inspectors

12. Work load of Faculty members for B. Pharm

S.No	Name	Subjects	B. Pharm		Total work Load	Specific Remarks of the
			Th	Pr		
1	Dr. Arun Garg	APP-I	3	7	10	
2.	Dr. Pankaj Gupta	Pharmacognosy	5	7	12	
3.	Dr. J. B. Senthil Kumar	Pharmaceutical chemistry	5	9	14	
4.	Silky Sethi	Pharmaceutical chemistry	5	10	15	
5.	Dr. Shantanu Bandyopadhyay	Pharmaceutics	7	8	15	
6.	Anjali Dhillon	Pharmaceutics	6	8	14	
7.	Dr. Meena Bhandari	Chemistry	4	3	7	
8.	Venuka Sandhir	Mathematics	4	-	4	
9.	Indu Singh	Professional communication I	2	-	2	
10.	Ashwani Kumar	Computer Science	3	6	9	

13. Percentage of students qualified in GATE in the last Three Years

Details	Year 200-	Year 200-	Year 200-
No. of Students Appeared	NOT APPLICABLE		
No. of Students Qualified			
Percentage			

14. Whether the Institution has an Industry – Institution Interaction cell **Yes**

If applicable please give the details for the previous Year

Events	Details for the Previous Year
No. of Industrial visits	Visit to MEDICAMEN BIOTECH, Bhiwadi, Haryana on 30/10/2013 and 65th IPC.
Industrial Tour	1
Industrial Training	Yes
No. of Resource Persons from the Industry for Guest Lectures	4
No. of Collaboration projects with Industry	Yes

- Details for above please refer Annexure XV

15. Percentage of students Placed through the College Placement Cell in the Last Three Years

Year	Year 200-	Year 200-	Year 200-
No. of students appeared for campus interview	NOT APPLICABLE		
% Placed			

16. Whether Professional Society Activities are Conducted (Enclose Details) (ISTE, IPA, APTI, ICTA and Related Societies) **IPGA SPONSORED PROGRAM WILL BE CONDUCTED**

Signature of the Head of the Institution

Signature of the Inspectors

PART IV – PERSONNEL

TEACHING STAFF:

1. Details of Teaching Faculty for B.Pharm Course to be enclosed in the format mentioned below:

SINo	Name	Designation	Qualification	Date of Joining	Teaching / Res	State Pharmac	Signature of the faculty	Remarks of the Inspectors
					After PG			
1.	Dr. Arun Garg	Prof	PhD, M. Pharm (Pharmacology)	2 Sep 2013	28 yrs	4456		
2.	Dr. Pankaj Gupta	Asstt. Prof.	PhD, M. Pharm (Pharmacognosy)	15 July 2013	8 yrs	018002		
3.	Silky Sethy	Asstt. Prof.	M. Pharm (Pharmaceutical chemistry)	5 Aug 2013	9 yrs	Applied		
4.	Dr. J. B. Senthil Kumar	Asstt. Prof.	PhD, M. Pharm (Medicinal chemistry)	1 July 2014	7 yrs	Applied		
5.	Dr. Shantanu Bandopadhyay	Asstt. Prof.	PhD, M. Pharm (Pharmaceutics)	7 July 2014	8 years	013139		
6.	Ms. Anjali Dhillon	Asstt. Prof.	M. Pharm (Pharmaceutics)	1 July 2014	1 month	21240		
7.	Dr. Meena Bhandari	Associate Professor	Ph.D (Chemistry)	1 July 2013	18 years	--		
8.	Venuka Sandhir	Asstt. Prof.	M.Phil (Mathematics)	8 th July 2013	1 year	--		
9.	Indu Rani	Asstt. Prof.	M.Phil (English)	16th August, 2013	3 years	--		
10.	Ashwani Kumar	Asstt. Prof	MCA	15 th July 2013	2years	--		

2. Qualification and number of Staff Members

Qualification		
M. Pharm	PhD	Others – Full Time
2	5	3

3. Teaching Staff required year wise exclusively for B.Pharm for intake of 60 Students.

	No. of staff required for I *B.Pharm	Available	No. of staff required for II B.Pharm	Available	No. of staff required for III B.Pharm	Available	No. of staff required for IV B.Pharm	Available
Principal	1	1	1	1	1	1	1	1
Pharmaceutical Chemistry	1	1	2	3			4	
Pharmaceutical Analysis	1		—	--	-		1	
Pharmacology	1		2	1			4	
Pharmacognosy	1	1	2	1				
Pharmaceutics	1	1	2	2			4	
Total	6	4	9	7	13		17	
Part time teaching Staff	3	3	-	3	-		-	
Remarks of the Inspection Team								

Signature of the Head of the Institution

Signature of the Inspectors

4. Staff Pattern for B.Pharm courses Department wise/Division wise:

Professor: Assistant Professor: Lecturer

Department / Division	Name of the post	For strength of 60 students	Provided by the institution	Remarks of inspection team
Department of Pharmaceutics	Professor	1		
	Asst. Professor	1		
	Lecturer	2	2	
Department of Pharmaceutical Chemistry (Including Pharmaceutical Analysis)	Professor	1		
	Asst. Professor	1	1	
	Lecturer	3	2	
Department of Pharmacology	Professor	1	1	
	Asst. Professor	1		
	Lecturer	2		
Department of Pharmacognosy	Professor	1		
	Asst. Professor	1		
	Lecturer	1	1	

5. Selection criteria and Recruitment Procedure for Faculty:

a.	Whether Recruitment Committee has been formed	Yes
b.	Whether Advertisement for vacancy is notified in the Newspapers	Yes
c.	Whether Demonstration Lecture has been conducted	Yes
d.	Whether opinion of Recruitment Committee Recorded	Yes

6. Details of Faculty Retention for:

Name of Faculty Member	Period	%
	Duration of 15 yrs. And above	NOT APPLICABLE
	Duration of 10 yrs. And above	
	Duration of 5 yrs. And above	
	Less than 5 yrs.	

7. Details of Faculty Turnover:

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
	% of faculty retained in last 3 yrs	NOT APPLICABLE			

Signature of the Head of the Institution

Signature of the Inspectors

8.Number of Non-teaching staff available for B. Pharm course for intake of 60 Students:

SL.	Designation	Required	Required	Available		Remarks of
				Number	Qualification	
1	Registrar			1	M.tech,M.SC.	
2	Deputy Registrar			1	MBA, MA (Economics)	
3.	Assistant Librarian			1	M.Lib Sci, B.Lib. Sci	
4.	Laboratory Technician	1 for each Dept	D. Pharm	4	B. Sc	
5	Laboratory Assistants /	1 for each Lab (minimum)	SSLC	6	10 +2	
6	Office Superintendent	1	Degree	1	MBA (HR&PR)	
7	Accountant	1	Degree	1	B.A.	
8	Store keeper	1	D. Pharm/ Degree	1	Graduate	
9	Computer Data Operator	1	BCA/Graduate with Computer Course	1	B.Com with Diploma in Hardware Networking	
10	Office Staff I	1	Degree	1	MCA	
11	Office Staff II	2	Degree	1	MBA(FINANCE)	
12	Peon	2	SSLC	6	Outsourced	
13	Cleaning personnel	Adequate	—	Adequate	Outsourced	
14	Gardener	Adequate	—	Adequate	Outsourced	

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Signature of the Inspectors

9. Scale of pay for Teaching faculty (to be enclosed)

- Annexure - XVII

10. Whether facilities for Research / Higher studies are provided to the faculty?

YES

(Inspectors to verify documents pertaining to the above)

11. Whether faculty members are allowed to attend workshops and seminars?

YES

(Inspectors to verify documents pertaining to the above)

12. Scope for the promotion for faculty: Promotions

YES

13. Gratuity Provided

YES

14. Details of Non-teaching staff members (list to be enclosed):

- Annexure XVIII

15. Whether Supporting Staff (Technical and Administrative) are encouraged for skill up gradation programs.

YES

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PART V - DOCUMENTATION

Records Maintained: Essential

Sl. No	Records	Yes	No	Remarks of the Inspectors
1	Admissions Registers	√		
2.	Individual Service Register	√		
3.	Staff Attendance Registers	√		
4.	Sessional Marks Register	√		
5.	Final Marks Register	√		
6.	Student Attendance Registers	√		
7.	Minutes of meetings- Teaching Staff	√		
8.	Fee paid Registers	√		
9.	Acquittance Registers			
10.	Accession Register for books and Journals in Library	√		
11.	Log book for chemicals and Equipment costing more than Rupees one lakh	√		
12.	Job Cards for laboratories	√		
13.	Standard Operating Procedures (SOP's) for Equipment	√		
14.	Laboratory Manuals	√		
15.	Stock Register for Equipment	√		
16.	Animal House Records as per CPCSEA	N.A.		

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PART - VI

1. Financial Resource allocation and utilization for the past three years:
(Audited Accounts for previous year to be enclosed)

SI	Expenditure in Rs.			Expenditure in Rs.			Expenditure in Rs.			Remarks of the Inspectors*
No.	Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Returning	Total budget sanctioned	Recurring	Non Returning	
Annexure Enclsd for Year 2013-14										

2. Total amount spent on chemicals and glassware for the past three years:

SI	Expenditure in Rs.3,00,000 2013-14			Expenditure in Rs.4,00,000 2014-15			Expenditure in Rs.			Remarks of the Inspectors*
No.	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
	Chemicals	200000	200000	Chemicals	4,00,000	2,50,000	Chemicals			
	Glassware	100000	100000	Glassware	2,00,000	1,50,000	Glassware			

3. Total amount spent on equipments for the past three years:
(Enclose purchase invoice)

SI	Expenditure in Rs.			Expenditure in Rs.			Expenditure in Rs.			Remarks of the Inspectors*
No.	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
	Equipment	400000	350000	Equipment	15,00,000	10,00,000	Equipment			

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4. Total amount spent on Books and Journals for the past three years:

SI No.	Expenditure in Rs. 2013-14			Expenditure in Rs. 2014-15			Expenditure in Rs			Remarks of the Inspectors*
	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
1	Books	400000	350000	Books	5,00,000	3,90,000	Books	Not Applicable		
2	Journals	50000	10000	Journals	50,000	30,000	Journals			

⁶Last three years including this academic year till the date of inspection
(Please refer **ANNEXURE XII**)

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PART VII - EQUIPMENT AND APPARATUS Department

wise list of minimum equipments required for B. Pharm (for a batch of 20 students)

DEPARTMENT OF PHARMACOLOGY

Equipment:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks of the Inspectors
1	Microscopes	15	15	Yes	
2	Haemocytometer with Micropipettes	20	20		
3	Sahli's haemocytometer	20	20		
4	Hutchinson's spirometer	01			
5	Sphygmomanometer	05	05		
6	Stethoscope	05	05		
7	Permanent Slides for various tissues	One pair of each tissue Organs and endocrine glands One slide of each organ system	25		
8	Models for various organs	One model of each organ system	One model of each organ		
9	Specimen for various organs and systems	One model for each organ system	One model for each organ		
10	Skeleton and bones	One set of skeleton and one spare bone	One set of skeleton and		
11	Different Contraceptive Devices and Models	One set of each device	One set of each device		
12	Muscle electrodes	01			
13	Lucas moist chamber	01			
14	Myographic lever	01			
15	Stimulator	01	01		
16	Centrifuge	01	01		
17	Digital Balance	01	01		
18	Physical /Chemical Balance	01	01		
19	Sherrington's Kymograph Machine / Polyrite	10	10		

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20	Sherrington Drum	10			
21	Perspex bath assembly (single unit)	10			
22	Aerators	10			
23	Computer with LCD	01			
24	Software packages for experiment	01			
25	Standard graphs of various drugs	Adequate number			
26	Actophotometer	01			
27	Rotarod	01			
28	Pole climbing apparatus	01			
29	Analgesiometer (Eddy's hot plate and radiant heat methods)	01			
30	Convulsiometer	01			
31	Plethysmograph	01			
32	Digital pH meter	01			

Apparatus:

Sl. No.	Name	Minimum required No.s	Available Nos.	Working Yes/No	Remarks of the Inspectors
1	Folin-Wu tubes	60		Yes	
2	Dissection Tray and Boards	10			
3	Haemostatic artery forceps	10			
4	Hypodermic syringes and needles of size 15,24,26G	10			
5	Levers, cannulae	20			

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

DEPARTMENT OF PHARMACOGNOSY

Equipment:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks of the Inspectors
1	Microscope with stage micrometer	15	15	Yes	
2	Digital Balance	02	02		
3	Autoclave	02	02		
4	Hot air oven	02	02		

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5	B.O.D. incubator	01	01		
6	Refrigerator	01	01		
7	Laminar air flow	01	01		
8	Colony counter	02	02		
9	Zone reader	01	01		
10	Digital pH meter	01	01		
11	Sterility testing unit	01	01		
12	Camera Lucida	15	15		
13	Eye piece micrometer	15	15		
14	Incinerator	01	01		
15	Moisture balance	01	01		
16	Heating mantle	15	15		
17	Flourimeter	01	01		
18	Vacuum pump	02	02		
19	Micropipettes (Single and multi channeled)	02	02		
20	Micro Centrifuge	01	01		
21	Projection Microscope	01			

Apparatus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks of the Inspectors
1	Reflux flask with condenser	20	20	YES	
2	Water bath	20	20		
3	Clavengers apparatus	10	10		
4	Soxhlet apparatus	10	10		
6	TLC chamber and sprayer	10	10		
7	Distillation unit	01	01		

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

DEPARTMENT OF PHARMACEUTICAL CHEMISTRY Equipment:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks of the Inspectors
1	Hot plates	05	05	Yes	
2	Oven	03	03		
3	Refrigerator	01	01		

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4	Analytical Balances for demonstration	05	05		
5	Digital balance 10mg sensitivity	10	10		
6	Digital Balance (1mg sensitivity)	01	01		
7	Suction pumps	06	06		
8	Muffle Furnace	01	01		
9	Mechanical Stirrers	10	10		
10	Magnetic Stirrers with Thermostat	10	10		
11	Vacuum Pump	01	01		
12	Digital pH meter	01	01		
13	Microwave Oven	02	02		

Apparatus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks of the Inspectors
1	Distillation Unit	02	02	Yes	
2	Reflux flask and condenser single necked	20	20		
	Reflux flask and condenser double / triple necked	20	20		
4	Burettes	40	40		
5	Arsenic Limit Test Apparatus	20	20		
6	Nessler's Cylinders	40	40		

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

DEPARTMENT OF PHARMACEUTICS

Equipment:

Sl. No.	Name	Minimum Required Nos.	Available Nos.	Working Yes/No	Remarks of the Inspectors
1	Mechanical stirrers	10	10	Yes	
2	Homogenizer	05	05		
	Digital balance	05	05		
4	Microscopes	05	05		
5	Stage and eye piece micrometers	05	05		
6	Brookfield's viscometer	01	01		
7	Tray dryer	01	01		
8	Ball mill	01			

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9	Sieve shaker with sieve set	01		
10	Double cone blender	01		
11	Propeller type mechanical agitator	05		
12	Autoclave	01		
13	Steam distillation still	01		
14	Vacuum Pump	01		
15	Standard sieves, sieve no. 8, 10, 12,22,24, 44, 66,80	10 sets		
16	Tablet punching machine	01		
17	Capsule filling machine	01		
18	Ampoule washing machine	01		
19	Ampoule filling and sealing machine	01		
20	Tablet disintegration test apparatus IP	01		
21	Tablet dissolution test apparatus IP	01		
22	Monsanto' s hardness tester	01		
23	Pfizer type hardness tester	01		
24	Friability test apparatus	01		
25	Clarity test apparatus	01		
26	Ointment filling machine	01		
27	Collapsible tube crimping machine	01		
28	Tablet coating pan	01		
29	Magnetic stirrer, 500ml and 1 liter capacity with speed control	05 EACH 10		
30	Digital pH meter	01		
31	All purpose equipment with all accessories	01		
32	Aseptic Cabinet	01		
ii	BOD Incubator	02		
34	Bottle washing Machine	01		
35	Bottle Sealing Machine	01		
36	Bulk Density Apparatus	02		
37	Conical Percolator (glass/ copper/ stainless steel)	10		
38	Capsule Counter	02		
39	Energy meter	02		
40	Hot Plate	02		

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41	Humidity Control Oven	01			
42	Liquid Filling Machine	01			
43	Mechanical stirrer with speed regulator	02			
44	Precision Melting point Apparatus	01			
45	Distillation Unit	01			

Apparatus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	marks of the Inspectors
1	Ostwald' s viscometer	15	15	Yes	
2	Stalagmometer	15	15		
3	Desiccator*	05	05		
4	Suppository moulds	20	20		
5	Buchner Funnels (Small, medium, large)	05 each	05 each		
6	Filtration assembly	01	01		
7	Permeability Cups	05	05		
8	Andreason' s Pipette	03	03		
9	Lipstick moulds	10	10		

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

PHARMACEUTICAL BIOTECHNOLOGY

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks of the Inspectors
1	Orbital shaker incubator	01		Yes	
2	Lyophilizer (Desirable)	01			
	Gel Electrophoresis (Vertical and Horizontal)	01			
4	Phase contrast/Trinocular Microscope	01			
5	Refrigerated Centrifuge	01			
6	Fermenters of different capacity (Desirable)	01			
7	Tissue culture station	01			
8	Laminar airflow unit	01			

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9	Diagnostic kits to identify infectious agents	01	01		
10	Rheometer	01	01		
11	Viscometer	01	01		
12	Micropipettes (single and multi channeled)	01 each	01 each		
13	Sonicator	01	01		
14	Respinometer	01	01		
15	BOD Incubator	01	01		
16	Paper Electrophoresis Unit	01	01		
17	Micro Centrifuge	01	01		
18	Incubator water bath	01	01		
19	Autoclave	01	01		
20	Refrigerator	01	01		
21	Filtration Assembly	01	01		
22	Digital pH meter	01	01		

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

CENTRAL INSTRUMENTATION ROOM:

SL No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks of the Inspectors
1	Colorimeter	01	01	Yes	
2	Digital pH meter	01	01		
3	UV- Visible Spectrophotometer	01	01		
4	Flourimeter	01	01		
5	Digital Balance (1mg sensitivity)	01	01		
6	Nephelo Turbidity meter	01	01		
7	Flame Photometer	01	01		
8	Potentiometer	01	01		
9	Conductivity meter	01	01		
10	Fourier Transform Infra Red Spectrometer (Desirable)	01			
11	HPLC	01			
12	HPTLC (Desirable)	01			

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13	Atomic Absorption and Emission spectrophotometer (Desirable)	01			
14	Biochemistry Analyzer (Desirable)	01			
15	Carbon, Hydrogen, Nitrogen Analyzer (Desirable)	01			
16	Deep Freezer (Desirable)	01			
17	Ion- Exchanger	01			
18	Lyophilizer (Desirable)	01			

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Observation of the Inspectors:

Compliance of the last recommendations by Inspectors

Specific observations if not complied

Signature of Inspectors:	1.
	2.

Note:

1. The Inspection Team is instructed to physically verify the details and records filled up by the college in the application form submitted by the college, which is with you now and record the observations, opinions and recommendations in clear and explicit terms.
2. The team is requested to record their comments only after physical verification of records and details.

Signature of the Head of the Institution

Signature of the Inspector

