PHARMACY COUNCIL OF INDIA

Standard Inspection Format (S.I.F) 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 -1)

To be filled up by P.C.I.

Inspection No. :

FILE No. : 32-924

To be filled up by inspectors

Date of Inspection:

NAME OF THE INSPECTORS: 1.
(BLOCK LETTERS)
2.

PART – I
A - GENERAL INFORMATION

A – I.1 Name of the Institution: Complete Postal address: STD code Telephone No. Fax No. E-mail	Faculty of Pharmacy Naraina Vidya Peeth ,Group of Institutions 1080, Ganga Gang, Panki ,Kanpur 208020 Ph.0512-2260068,2260069 Fax: 0512-2260067 md@narainagroup.net
Year of Establishment	2009-2010
Status of the course conducting body: Government / University / Autonomous / Aided / Private (Enclose copy of Registration documents of Society/Trust)	Private (Self financing) Refer Annexure No:01
A – I.2 Name, address of the Society/Trust/ Management (attach documentary evidence) STD Code: Telephone No: Fax No: E-mail Web Site:	Shree Durga Maa Shiksha Seva Samiti E-50 Panki, Kanpur 208020 0512 2260068,2260069 Fax: 0512-2260067 md@narainagroup.net www.narainagroup.net Refer Annexure No:02
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	Mr.Udit Narain Trivedi Managing Director E-50 Panki, Kanpur 208020 0512 2260068,2260069 09839901472 Fax: 0512-2260067 md@narainagroup.net

Signature of the Head of the Institution

Principal
Faculty of Pharmacy
Naraina Vidyapeeth Group of Institutions
Kanpur

Signature of the Inspectors

A – I. 4 Name and Address of the Head of the Institution	Dr. Diptendu Goswami Faculty of Pharmacy Naraina Vidya Peeth ,Group of Institutions 1080, Ganga Gang, Panki ,Kanpur 208020 Ph.0512-2260068,2260069

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	2016-17			

Refer Annexure No 03

b. APPROVAL STATUS:

Name of the Course	Approved up to	In take Approved and Admitted	PCI	STATE GOVERNMENT	UNIVERSITY	Remarks of the Inspectors
B. Pharm	Course approved up to 2016-17	Approval Letter No and Date	Refer Annexure No:04	Refer Annexure No:04		
		Approved Intake	100	60	60	
		Actually Admitted	60	60	60	

c. STATUS OF APPLICATION

COURSES INSPECTED FOR						
Faculty / Subject	Extension of Approval		Increase in Intake of Seats		Remarks	
					Current Intake	Proposed increase in Intake
B. Pharm	YES√		YES	NO√	100	

Note: Enclose relevant documents

A –I. 6

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

Yes [ ] No [NO]

A – I. 6 a

Signature of the Head of the Institution

Principal
Faculty of Pharmacy
Naraina Vidyapeeth Group of Institutions
Kanpur

Signature of the Inspectors

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

Examining Authority : Dr. A P J Abdul Kalam Technical University
With complete postal Address, Telephone No. and STD Code. IET, Campus, Sitapur Road, Lucknow (U.P.) 0522-2732193, Fax-0522-2732185

B - DETAILS OF THE INSTITUTION

B –I .1 Name of the Principal	Dr. Diptendu Goswami				
Qualification/ Experience	Qualification*		Teaching Experience Required	Actual experience	Remarks of the Inspectors
	M. Pharm	Pharma Chemistry	15 years, out of which 5 years as Prof. / HOD	19 yrs	
	PhD	Medicinal Chemistry	10 years, out of which at least 05 years as Asst. Prof		

* Documentary evidence should be provided Refer Annexure No : 05

B –I .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	6th & 7th Nov 2015	Deficiency complied	Complied	NA

* Enclose Documents Refer Annexure No : 06

B –I .3

Status of Governing Council:	Trust/Society
Details of the Governing Body	Enclosed
Minutes of the last Governing council Meeting	Enclosed

B –I .4

Pay Scales:

Staff	Scale of pay		PF	Gratuity	Pension benefit	Remarks of the Inspectors
Teaching Staff	AICTE /UGC/State Govt.	Yes	No	No	No	
Non-Teaching Staff	State Government	Yes	No	No	No	

Signature of the Head of the Institution

PRINCIPAL
Faculty of Pharmacy
Naraina Vidyapeeth Group of Institutions
Kanpur

Signature of the Inspectors

B –I .5

B. Pharm Course: Admission Statement for the Past Three Years

ACADEMIC YEAR	Year 2014	Year 2015	Year 2016
Sanctioned	60	60	60
No. of Admissions	60	60	60
Unfilled Seats	Nil	Nil	Nil
No. of Excess Admissions	NA	NA	NA

B –I .6

Academic information: Percentage of UG results for the past three years based on University Calendar

ACADEMIC YEAR	Year 2014	Year 2015	Year 2016
1st year	75%	80%	NA
2nd year	80%	NA	NA
3rd year	NA	NA	NA
Final year	NA	NA	NA
Pass % (Final Year)	NA	NA	NA

B – II

Co – Curricular Activities / Sports Activities

Whether college has NSS Unit (Yes/No)? If no give reasons	**Under process**
NSS Programme Officer's Name	NA
Programme conducted (mention details)	
Whether students participating in University level cultural activities / Co- curricular/sports activities	Yes
Physical Instructor	Not available
Sports Ground	Individual with following facilities : Bolly Ball, Basket Ball, Badminton & Table Tanis .

Principal
Sri Venkateshwara College of Pharmacy
Narsing Vidyapeeth Group of Institutions
Ecotech

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)

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	NA	CAPITAL EXPENDITURE			
2.	Tuition Fee	192 Lacs	1.	Building	10 Lacs	
3.	Library Fee	NA	2.	Equipment	20Lacs	
4.	Sports Fee	NA	3.	Others	10 Lacs	
5.	Union Fee	NA	REVENUE EXPENDIUTRE			
6.	Others	NA	1	Salary	60 Lacs	
			2.	MAINTENANCE EXPENDITURE		
				i College	10 Lacs	
				ii Others	05Lacs	
			3.	University Fee (If any)	01 Lac	
			4.	Apex Bodies Fee	05 Lacs	
			5.	Government Fee		
			6.	Deposit held by the College		
Total		192 lacs	7.	Others		
			8.	Misc.Expenditure	20 Lacs	
			Total		141 Lacs	

Note: Enclose relevant documents
Refer Annexure No : 07

Signature of the Head of the Institution

PRINCIPAL
Faculty of Pharmacy
Nanna Vidyapeeth Group of Institutions
Kanpur

Signature of the Inspectors

PART- II PHYSICAL INFRASTRUCTURE

1. a. Availability of Land (B. Pharm courses) : **Available**
   a) 2.5 acres District HQ/Corporation/Municipality limit
   b) 0.5 acre for City / Metros
   b. Building : Own
   c. Land Details to be in name of Trust and Society
   Records to be enclosed
   Sale deed : **Enclosed**
   d. Building†:
   c) i) Approved Building plan, to be Enclosed : **Enclosed** Refer Annexure No :08

   e. Total Built Area of the college building in Sq.mts : Built up Area 5000 Sq.Mts
   Amenities and Circulation Area 800 Sq.Mts

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 room	Available Area in Sq.mts	Remarks of the Inspectors
B. Pharm	06	06	6 of 90 Sq. mts Or 4 of 150 Sq. Mts. with Public Address System.	90 Sq.Mts	

(*To accommodate 60 students).

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	80 Sq.Mts X 04	
2	Pharmaceutics Pharmaceutical Chemistry Pharmaceutical Analysis Pharmacology Pharmacognosy Pharmaceutical Biotechnology (Including Aseptic Room) Total no. Laboratories for B.Pharm cours.	03 Laboratories 02 Laboratories 01 Laboratory 02 Laboratories 01 Laboratories 01 Laboratory 12 Laboratories *	03 02 01 02 01 01	
3	Preparation Room for each lab (One room can be shared by two labs, if it is in between two labs)	10 sq.mts (minimum)	10X12 Sq.M	
4	Area of the Machine Room	80-100 Sq.mts	01	
5	Central Instrumentation Room	80 Sq.mts with A/ C	01	
6	Store Room - I	1 (Area 100 Sq mts)	90 Sq.M	
7	Store Room - II (For Inflammable chemicals)	1 (Area 20 Sq mts)	30 Sq.M	

***Number of laboratories required for entire course of 4 years.**

Refer Annexure No :09

Signature of the Head of the Institution **Signature of the Inspectors**

Principal
Faculty of Pharmacy
Nanna Vidyapeeth Group of Institutions
Kanur

* **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.

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	40Sq.M	
2	Office – I - Establishment	01	60 Sq. mts	01	60Sq.M	
3	Office – II - Academics					
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	20Sq.M	
2	Faculty Rooms for B.Pharm course		10 Sq mts x n (n=No of teachers)	08	10 Sq.M	

6. Museum, Library, Animal House and other 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	Animal House	01	80 Sq mts	01	80Sq.M	
2	Library	01	150 Sq mts	01	500 Sq.M	
3	Museum	01	50 Sq mts (May be attached to the Pharmacognosy lab)	01	80 Sq.M	
4	Auditorium / Multi Purpose Hall (Desirable)	01	250 – 300 seating capacity	01 Under construction	500 Sq.M	
5	Seminar Hall	01		01	100 Sq.M	
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	01	Adequate space	

Signature of the Head of the Institution

Principal
Faculty of Pharmacy
Navina Vidyapeeth Group of Institutions
Kanpur

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.M	
2	Boy's Common Room (Essential)	01	60 Sq.mts	01	60 Sq.M	
3	Toilet Blocks for Boys	01	24 Sq.mts	02	24 Sq.M	
4	Toilet Blocks for Girls	01	24 Sq.mts	02	24Sq.M	
5	Drinking Water facility – Water Cooler (Essential).	01		02		
6	Boy's Hostel (Desirable)	01	9 Sq .mts / Room Single occupancy	01	10X10 Sq.M	
7	Girl's Hostel (Desirable)	01	9 Sq .mts / Room (single occupancy) 20 Sq mts / Room (triple occupancy)	01	10 X10 Sq.M	
8	Power Backup Provision (Desirable)	01		01	64 KVA	

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)	01	350 Sq.M	
Computer (Latest Configuration)	1 system for every 10 students	56 PC(P-IV)	56 PC(P-IV)	
Printers	1 printer for every 10 computers	05	05	
Multi Media Projector	01	01	01	
Generator (5KVA)	01	01	64 KVA	

Signature of the Head of the Institution

PRINCIPAL
Faculty of Pharmacy
Narsinha Vidyapeeth Group of Institutions
Kanpur

Signature of the Inspectors

9. Amenities (Desirable)

Name	Requirement as per Norms in area	Available		Not Available	Remarks/ Deficiency
		No.	Area in Sq. mts		
Principal quarters	80 Sq. mts		Under construction		
Staff quarters	16 x 80 Sq. mts		Under construction		
Canteen	100 Sq. mts		200 Sq.M		
Parking Area for staff and students			Adequate		
Bank Extension Counter		01	UCO Bank		
Co operative Stores			NA		
Guest House	80 Sq. mts		Under construction		
Transport Facilities for students			Available		
Medical Facility (First Aid)			Available		

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. No.	Item	Titles (No)	Minimum Volumes (No)	Available		Remarks of the Inspectors
				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	620	2825	
2	Annual addition of books		100 to 150 books per year	15-20	100	
3	Periodicals Hard copies / online		10 National 05 International periodicals	10 National	05 International	
4	CDS		Adequate Nos	Adequate	Adequate	
5	Internet Browsing Facility		Yes/No (Minimum ten computers)	YES	YES	
6	Reprographic Facilities: Photo Copier Fax Scanner		01 01 01	01 01 01		
7	Library Automation and Computerized System : Under process					
8	**Library Timings : 8.30 to 6.30 PM**					

10.B. Library Staff:

	Staff	Qualification	Required	Available	Remarks of the Inspectors
1	Librarian	M. Lib	1	01	
2	Assistant Librarian	D. Lib	1	01	
3	Library Attenders	10 +2 / PUC	2	02	

Signature of the Head of the Institution

PRINCIPAL
Faculty of Pharmacy
Nanna Vidyapeeth Group of Institutions
Karur

Signature of the Inspectors

PART III ACADEMIC REQUIREMENTS

Course Curriculum:

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

(Required ratio --- Theory → 60:1 and Practicals → 20:1) If more than 20 students in a batch 2 staff members to be present provided the lab is spacious.

2. Scheme of B. Pharm Course: **Annual** | Semester System |

3. Date of Commencement of session / sessions:

	Commencement	Completion
Odd Sem	01/07/2016	30/11/2016
Even Sem*	16/01/2017	30/05/2017

* To be commence in coming session.

4. Vacation: **Summer:** 45 days (No of Days) **Winter:** 10 days (No of Days)

5. Total No. of working days: 90 days/semester **Odd Sem** **Even Sem**

6. Time Table:

Time Table for B. Pharm course Enclosed Yes [Yes] No [ ]

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

I B. Pharm:

Subject	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	
1	2	3	4	5		
		Refer Annexure No 10				

II B. Pharm:

Subject	No of Theory Classes		Practicals			Remarks of the Inspectors
1	Prescribed No of Hrs 2	No of Hours Conducted 3	Prescribed No of Hours 4	No of Hours Conducted 5	No of Classes Conducted to fulfill Prescribed Number of Hours as in Column 5 No. of classes x hours per class	

Signature of the Head of the Institution

Principal
Faculty of Pharmacy
Narsinbhai Vidyamandir

Signature of the Inspectors

III B. Pharm:

Subject	No of Theory Classes		Practicals			Remarks of the Inspectors
1	Prescribed No of Hrs 2	No of Hours Conducted 3	Prescribed No of Hours 4	No of Hours Conducted 5	No of Classes Conducted to fulfill Prescribed Number of Hours as in Column 5 No. of classes x hours per class	

IV B. Pharm:

Subject	No of Theory Classes		Practicals			Remarks of the Inspectors
1	Prescribed No of Hrs 2	No of Hours Conducted 3	Prescribed No of Hours 4	No of Hours Conducted 5	No of Classes Conducted to fulfill Prescribed Number of Hours as in Column 5 No. of classes x hours per class	

8. Whether Tutorials are being conducted (if any, as per university norms) Yes

9. Number of Guest Lectures / Seminars / Work shops / Symposia / Presentations conducted during last Three years.

A.

Name of the Event	Year 2014	Year 2015	Year 2016
Guest Lectures	04	05	04
Seminars	NA	01	01
Workshops	NA	01	01
Symposia/Industrial visit	NA	NA	01

B. Papers Presented / Published during last three years

	Year 2014		Year 2015		Year 2016	
	National	International	National	International	National	International
Published	NA	NA	03	01	10	02
Presented	NA	NA	NA	NA	NA	NA

Signature of the Head of the Institution

Principal
Faculty of Pharmacy
Nirmala Vidyaprasth Group of Institutions
Kadapa

Signature of the Inspectors

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

Yes [YES] No [ ]

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	
I B. Pharm	As per Dr.A P J Abdul Kalam Technical University Academic calendar						
II B. Pharm							
III B. Pharm	Refer Annexure No :11						
IV B. Pharm							

11. Whether Evaluation of the internal assessments is Fair Yes [Yes] No [ ]

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	35	40	15	15	10	05	----	----	
II B.Pharm	40	45	15	10	05	----	-----	----	
III B.Pharm	45	45	10	15	05	-----	-----	-----	
IV B.Pharm	50	50	10	10	-----	----	-----	-----	

12. Work load of Faculty members for B. Pharm

Sl. No	Name of the Faculty	Subjects taught	B. Pharm		Total work load	Specific Remarks of the Inspector
			Th	Pr		
	Refer Annexure No : 12					

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

Details	Year 2014	Year 2015	Year 2016
No. of Students Appeared	05	05	07
No. of Students Qualified	NA	NA	NA
Percentage	NA	NA	NA

14. Whether the Institution has an Industry – Institution Interaction cell Yes [Yes] No [ ]

If applicable please give the details for the previous Year

Events	Details for the Previous Year
No. of Industrial visits	02
Industrial Tour	01
Industrial Training	01
No. of Resource Persons from the Industry for Guest Lectures	02
No. of Collaboration projects with Industry	NA

Signature of the Head of the Institution

PRINCIPAL
Faculty of Pharmacy
Narsina Vidyapeeth Group of Institutions
Lanpur

Signature of the Inspectors

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

Year	Year 2014	Year 2015	Year 2016
No. of students appeared for campus interview	15	20	20
% Placed	09	12	15

16. Whether Professional Society Activities are Conducted (Enclose Details) (ISTE, IPA, APTI, ICTA and Related Societies) | Yes | |

YES

Students are participating in the Inter College and Inter University competitions, like Seminars, Debates, Poster presentation, Collage, workshops etc.

Students and faculty members are regularly attending IPC,APTI, National & International Seminars etc.

Refer Annexure No : 19

Signature of the Head of the Institution

PRINCIPAL
Faculty of Pharmacy
Nattika Vidyapeeth Group of Institutions
Kannur

Signature of the Inspectors

TEACHING STAFF:

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

Sl No	Name	Designation	Qualification	Date of Joining	Teaching Experience After PG	State Pharmacy Council Reg No.	Signature of the faculty	Remarks of the Inspectors
			Refer Annexure No :13					

2. Qualification and number of Staff Members

Qualification		
M. Pharm	PhD	Others - Full Time
25	04 + 01 pursuing	03

3. Teaching Staff required year wise exclusively for B.Pharm for intake of 100 Students.

	No. of staff required
1. Pharmaceutical Chemistry	7
2. Pharmaceutical Analysis	2
3. Pharmacology	4
4. Pharmacognosy	4
5. Pharmaceutics	6
6. Pharmacy Practice	1
7. Principal	1
Total	25
* Part time teaching Staff	3
Remarks of the Inspection Team	

*Part time teaching staff for Mathematics, Biology and Computer Science can be appointed.

Signature of the Head of the Institution

Principal
Faculty of Pharmacy
Nirmala Vidyanikethan

Signature of the Inspectors

4. **Staff Pattern for B. Pharm courses Department wise / Division wise:**
Professor: Asst. Professor: Lecturer

Department / Division	Name of the post	For strength of 100 students	Provided by the institution	Remarks of inspection team
Department of Pharmaceutics	Professor	1		
	Asst. Professor	2	03	
	Lecturer	3	03	
Department of Pharmaceutical Chemistry	Professor	1	03	
	Asst. Professor	3	02	
	Lecturer	3	02	
Department of Pharmacology	Professor	1		
	Asst. Professor	2	02	
	Lecturer	1	02	
Department of Pharmacognosy	Professor	1	01	
	Asst. Professor	1	01	
	Lecturer	2	02	
Department of Pharmacy Practice	Asst. Professor	1	01	
	Lecturer	1	01	
Department of Pharmaceutical Analysis	Asst. Professor	1	01	
	Lecturer	1	01	

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	%
Refer Annexure No:-	Duration of 15 yrs. and above	NA
	Duration of 10 yrs. and above	NA
	Duration of 5 yrs. and above	NA
	Less than 5 yrs.	

Refer Annexure No :14

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				√

Signature of the Head of the Institution

PRINCIPAL
Faculty of Pharmacy
Nandha Vidyaperth Group of Institutions
Karur

Signature of the Inspectors

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

Sl. No.	Designation	Required (Minimum)	Required Qualification	Available		Remarks of the Inspection team
				Number	Qualification	
1	Laboratory Technician	1 for each Dept	D. Pharm	04	D.Pharm & B.Pharm	
2	Laboratory Assistants / Attenders	1 for each Lab (minimum)	SSLC	02	Intermediate	
3	Office Superintendent	1	Degree	01	BA	
4	Accountant	1	Degree	01	M.Com	
5	Store keeper	1	D. Pharm/ Degree	01	D.Pharm	
6	Computer Data Operator	1	BCA / Graduate with Computer Course	01	MCA	
7	Office Staff I	1	Degree	01	BA	
8	Office Staff II	2	Degree	02	BA	
9	Peon	2	SSLC	02	Intermediate	
10	Cleaning personnel	Adequate	---	02		
11	Gardener	Adequate	---	02		

Principal
Faculty of Pharmacy
Nagpur Vidyapeeth Group of Institutions
Nagpur

Signature of the Head of the Institution

Signature of the Inspectors

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

Sl. No	Name	Qualification	Designation	Basic pay Rs.	DA Rs.	HRA Rs.	CCA Rs.	Other allowance Rs.	Deductions			Bank A/C No	PAN No	EPF A/c no.	Total	Signature
									P T	TDS	EPF					
			Refer Annexure No : 15													

10. Whether facilities for Research / Higher studies are provided to the faculty?
(Inspectors to verify documents pertaining to the above) YES

11. Whether faculty members are allowed to attend workshops and seminars?
(Inspectors to verify documents pertaining to the above) YES

12. Scope for the promotion for faculty: Promotions **Yes** YES **No** [ ]

13. Gratuity Provided **Yes** [ ] **No** NO

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

Sl No	Name	Designation	Qualification	Date of Joining	Experience	Signature	Remarks of the Inspectors
		Refer Annexure No : 16					

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

Signature of the Head of the Institution

Principal
Faculty of Pharmacy
Moodlakatte, Mangalpadi, Group of Institutions
Kappe

Signature of the Inspectors

PART V - DOCUMENTATION

Records Maintained: Essential

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

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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)

Sl	Expenditure in Rs. (2014-15)			Expenditure in Rs. (2015-16)			Expenditure in Rs (2016-17)			Remarks of the Inspectors*
No.	Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Returning	Total budget sanctioned	Recurring	Non Returning	
1	180 lac	110 Lacs	70 Lacs	200 Lacs	130 Lacs	70 Lacs	210 Lacs	160 Lacs	50 Lacs	

Refer Annexure No :07

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

Sl	Expenditure in Rs. (2014-15)			Expenditure in Rs. (2015-16)			Expenditure in Rs (2016-17)			Remarks of the Inspectors*
No.	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
	Chemicals	25 Lacs	12 Lacs	Chemicals	18 Lacs	10 Lacs	Chemicals	15 Lacs	10Lacs	
	Glassware	5 Lacs	3 Lacs	Glassware	2 Lacs	2 Lacs	Glassware	2 Lacs	2 Lacs	

Refer Annexure No : 17

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

Sl	Expenditure in Rs. (2014-15)			Expenditure in Rs. (2015-16)			Expenditure in Rs (2016-17)			Remarks of the Inspectors*
No.	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
	Equipment	20 Lacs	10 Lacs	Equipment	20 Lacs	08 Lacs	Equipment	20 Lacs	15 Lacs	

Refer Annexure No :17

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

Sl No.	Expenditure in Rs. (2014-15)			Expenditure in Rs. (2015-16)			Expenditure in Rs (2016-17)			Remarks of the Inspectors*
	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
1	Books	10Lacs	3 Lacs	Books	10 Lacs	3.5 Lacs	Books	10Lacs	4 Lacs	
2	Journals	2 Lacs	0.75 Lacs	Journals	2 Lacs	0.75 Lacs	Journals	2 Lacs	0.75 Lacs	

*Last three years including this academic year till the date of inspection

Refer Annexure No : 17

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Kanpur

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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	30	Yes	
2	Haemocytometer with Micropipettes	20	30	Yes	
3	Sahli's haemocytometer	20	30	Yes	
4	Hutchinson's spirometer	01	05	Yes	
5	Spygmomanometer	05	10	Yes	
6	Stethoscope	05	10	Yes	
7	Permanent Slides for various tissues	One pair of each tissue Organs and endocrine glands One slide of each organ system	Adequate	Yes	
8	Models for various organs	One model of each organ system	Adequate	Yes	
9	Specimen for various organs and systems	One model for each organ system	Adequate	Yes	
10	Skeleton and bones	One set of skeleton and one spare bone	Adequate	Yes	
11	Different Contraceptive Devices and Models	One set of each device	Adequate	Yes	
12	Muscle electrodes	01	01	Yes	
13	Lucas moist chamber	01	01	Yes	
14	Myographic lever	01	01	Yes	
15	Stimulator	01	01	Yes	
16	Centrifuge	01	01	Yes	
17	Digital Balance	01	01	Yes	
18	Physical /Chemical Balance	01	01	Yes	
19	Sherrington's Kymograph Machine / Polyrite	10	10	Yes	

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

Apparatus:

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

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	Yes	
3	Autoclave	02	01	Yes	
4	Hot air oven	02	02	Yes	

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

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	Yes	
3	Clavengers apparatus	10	10	Yes	
4	Soxhlet apparatus	10	10	Yes	
6	TLC chamber and sprayer	10	10	Yes	
7	Distillation unit	01	01	Yes	

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	Yes	
3	Refrigerator	01	01	Yes	

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

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	Yes	
3	Reflux flask and condenser double / triple necked	20	20	Yes	
4	Burettes	40	60	Yes	
5	Arsenic Limit Test Apparatus	20	30	Yes	
6	Nesslers Cylinders	40	100	Yes	

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	07	Yes	
2	Homogenizer	05	02	Yes	
3	Digital balance	05	05	Yes	
4	Microscopes	05	05	Yes	
5	Stage and eye piece micrometers	05	05	Yes	
6	Brookfield's viscometer	01	01	Yes	
7	Tray dryer	01	01	Yes	
8	Ball mill	01	01	Yes	

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9	Sieve shaker with sieve set	01	[illegible]	Yes	
10	Double cone blender	01	01	Yes	
11	Propeller type mechanical agitator	05	04	Yes	
12	Autoclave	01	01	Yes	
13	Steam distillation still	01	01	Yes	
14	Vacuum Pump	01	01	Yes	
15	Standard sieves, sieve no. 8, 10, 12,22,24, 44, 66, 80	10 sets	02	Yes	
16	Tablet punching machine	01	01	Yes	
17	Capsule filling machine	01	01	Yes	
18	Ampoule washing machine	01	01	Yes	
19	Ampoule filling and sealing machine	01	01	Yes	
20	Tablet disintegration test apparatus IP	01	01	Yes	
21	Tablet dissolution test apparatus IP	01	01	Yes	
22	Monsanto's hardness tester	01	02	Yes	
23	Pfizer type hardness tester	01	02	Yes	
24	Friability test apparatus	01	01	Yes	
25	Clarity test apparatus	01	01	Yes	
26	Ointment filling machine	01	01	Yes	
27	Collapsible tube crimping machine	01	01	Yes	
28	Tablet coating pan	01	01	Yes	
29	Magnetic stirrer, 500ml and 1 liter capacity with speed control	05 EACH 10	04 Each 08	Yes	
30	Digital pH meter	01	01	Yes	
31	All purpose equipment with all accessories	01	NA		
32	Aseptic Cabinet	01	01	Yes	
33	BOD Incubator	02	01	Yes	
34	Bottle washing Machine	01	01	Yes	
35	Bottle Sealing Machine	01	01	Yes	
36	Bulk Density Apparatus	02	01	Yes	
37	Conical Percolator (glass/ copper/ stainless steel)	10	10	Yes	
38	Capsule Counter	02	02	Yes	
39	Energy meter	02	NA		
40	Hot Plate	02	02	Yes	

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

Apparatus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Ostwald's viscometer	15	30	Yes	
2	Stalagmometer	15	15	Yes	
3	Desiccator*	05	05	Yes	
4	Suppository moulds	20	10	Yes	
5	Buchner Funnels (Small, medium, large)	05 each	15	Yes	
6	Filtration assembly	01	01	Yes	
7	Permeability Cups	05	05	Yes	
8	Andreason's Pipette	03	03	Yes	
9	Lipstick moulds	10	05	Yes	

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	01	Yes	
2	Lyophilizer (Desirable)	01	NA		
3	Gel Electrophoresis (Vertical and Horizontal)	01	01	Yes	
4	Phase contrast/Trinocular Microscope	01	NA		
5	Refrigerated Centrifuge	01	01	Yes	
6	Fermenters of different capacity (Desirable)	01	NA		
7	Tissue culture station	01	NA		
8	Laminar airflow unit	01	01	Yes	

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

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	Yes	
3	UV- Visible Spectrophotometer	01	01	Yes	
4	Flourimeter	01	01	Yes	
5	Digital Balance (1mg sensitivity)	01	01	Yes	
6	Nephelo Turbidity meter	01	01	Yes	
7	Flame Photometer	01	01	Yes	
8	Potentiometer	01	01	Yes	
9	Conductivity meter	01	01	Yes	
10	Fourier Transform Infra Red Spectrometer (Desirable)	01	NA		
11	HPLC	01	01	Yes	
12	HPTLC (Desirable)	01	NA		

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

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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.

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