

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)

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 – I.1 Name of the Institution: Complete Postal address: STD code Telephone No. Fax No. E-mail	SMT. FULEHRA SMARAK COLLEGE OF PHARMACY KAMTAILLA, RASRA, BALLIA (U.P), 221712 05491 225272 05491-225272 Fulehracollegeofpharmacy@gmail.com
Year of Establishment	Degree :- 2012
Status of the course conducting body: Government / University / Autonomous / Aided / Private (Enclose copy of Registration documents of Society/Trust)	University (Dr. A. P. J. Abdul Kalam Technical University, Lucknow, U.P.)
A – I.2 Name, address of the Society /Trust/ Management (attach documentary evidence) STD Code: Telephone No: Fax No: E-mail Web Site:	Shri Fulehra Siksha Prasarini Samiti, Kamtailla, Rasra, Ballia (U.P) – 221712 05491 225272 05491-225272 Fulehracollegeofpharmacy@gmail.com Fulehrainstitute.org.in
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. Govind Narayan Singh, Kamtailla, Rasra, Ballia (U.P) – 221712 05491 225119 05491-225272 05491-225272 9415222648 05491-225272 managerfulehracollege@gmail.com
A – I.4 Name and Address of the Head of the Institution	Prof. S. P. Chakrabarti, C/O Govind Narayan Singh Singh Katra, Station Road, Rasra, Ballia (U.P) 221712

Signature of the Head of the Institution

Signature of the Inspectors

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.	2017-18			

b. APPROVAL STATUS

Name of the Course	Approved up to	Intake Approved and Admitted	PCI	State Govt	University	Remarks of the Inspectors
B. Pharm	2012-16	Approval Letter No and Date	32-1182/2015-PCI & 4-DEC-2015	4897	16919/16/02/13	
I Yr 13-14		Approval Letter No and Date	32-1182/2015-PCI & 4-DEC-2015		3611-15-15/15/13	
		Approved Intake	60	60	60	
		Actually Admitted	60	60	60	
II Yr 14-15		Approval Letter No and Date	32-1182/2015-PCI & 4-DEC-2015		5401-7459-24/07/14	
		Approved Intake	60	60	60	
		Actually Admitted	60	60	60	
III Yr 15-16		Approval Letter No and Date	32-1182/2015-PCI & 4-DEC-2015		1200-4494-15/5/15	
		Approved Intake	60	60	60	
		Actually Admitted	60	60	-	
IV Yr 16-17		Approval Letter No and Date	32-1182/2016-PCI & 3-October-2016		6726-7347 07/06/2016	
		Approved Intake	60	60	60	
		Actually Admitted	-	-	-	

c. STATUS OF APPLICATION

COURSES INSPECTED FOR						
Course	Extension of Approval		Increase in Intake of Seats		Remarks	
	2017	2018			Current Intake	
B. Pharm	Yes			No	60	

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 status

YES

NO

A – I. 6 a

Signature of the Head of the Institution

Signature of the Inspectors

Status of the Pharmacy Course:

Independent Building	√	
Wing of another college	X	
Separate Campus	√	
Multi Institutional Campus	X	

Examining Authority: Dr. A.P.J. Abdul Kalam Technical University
Formerly **Uttar Pradesh Technical University, Lucknow**

With complete postal
Address, Telephone No.
and STD Code.

Dr. A.P.J. Abdul Kalam Technical University
I.E.T. Campus, Sitapur Road,
Lucknow-226021 (U.P.)
Phone No. 0522-2732189, 2732185

Signature of the Head of the Institution

Signature of the Inspectors

B - Details of the Institution

B -I .1					
Name of the Principal					
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	33	
	PhD	YES	10 years, out of which at least 05 years as Asst. Prof		

* Documentary evidence should be provided

B -I .2

For institution seeking continuation of affiliation

Annexure -6

Course	Date of last Inspection	Remarks of the Previous Inspection Report	Complied / Not Complied	Intake reduced/Stopped in the last 03 years*
B. Pharm.	15 & 16-July-2016		Complied	NA

* Enclose Documents

B -I .3

Status of Governing Council:	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 Yes	No	No	No	
Non- Teaching Staff	State Government No	No	No	No	

B -I .5**B. Pharm Course: Admission statement for the past three years**

ACADEMIC YEAR	Year 2014-15	Year 2015-16	Year 2016-17	Year 2017-18
Sanctioned	60	60	60	-
No. of Admissions	60	60	60	-
Unfilled Seats	NIL	NIL	NIL	-
No. of Excess Admissions	NIL	NIL	NIL	-

Signature of the Head of the Institution

Signature of the Inspectors

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

ACADEMIC YEAR	Year 2013-14	Year 2014-15	Year 2015-16	Year 2016-17
1st	72.4	72.4	95.0	-
2nd	72.4	72.4	72.4	-
3rd	-	100	73.0	-
Final Year	-	-	92.0	-
Pass % (Final Year)	-	-	-	-

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)	NA
Whether students participating in University level cultural activities / Co- curricular/sports activities	No
Physical Instructor	Not available
Sports Ground	Individual

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	- Others	CAPITAL EXPENDITURE			
2.	Tuition Fee 2012-16 54,100.00×17 54,100.00×50 68,700.00×47 68,700.00×60	919700.00 2705000.00 3228900.00 4122000.0	1.	Building	2493931.00	
			2.	Equipment	1830467.00	
3.	Library Fee	-	3.	Others	1847988.00	
			REVENUE EXPENDITURE			
4.	Union Fee	-	1.	Salary	3762700.00	
			2.	MAINTENANCE EXPENDITURE		
5.	Sports Fee	-	i	College	500000.00	
			ii	Others	200000.00	
6.	Others Examination Fee 2012-13 3550×29 = Examination Fee 2013-14 19×3450 = 60×3550 = 60×5550 = Examination Fee 2014-15 67×5550 = 60×6050 = Examination Fee 2015-16 109×5550 = 60×6050 =	102950.00 65550.00 213000.00 333000.00 371850.00 363000.00 604950.00 363000.00	3.	University Fee (If any)	650000.00	
			4.	Apex Bodies Fee	-	
			5.	Government Fee	-	
			6.	Deposit held by the College	-	
			7.	Others	381500.00	
			8.	Misc. Expenditure	200000.00	
	Total	13392900.00	Total		11866586.00	

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) : **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 the name of Trust and Society
 i) Own – Records to be enclosed
 Sale deed : Available
- d. Building:
 i) Approved Building plan, sale deed to be enclosed) : available

e. Total Built Area of the college building in Sq.mts : Built up Area
 Amenities and Circulation Area 361.34 + 1343.83

5014.81

1705.17

2. Class rooms:

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

Enclosure Already Submitted

Class	Required Nos.	Available Numbers	Required Area * for each Class Room	Available Area in Sq. mts	Remarks of the Inspectors
B. Pharm	04	04	90 Sq. mts each (Desirable) 75 Sq. mts each (Essential)	$75 \times 4 = 300$	

(* To accommodate 60 students)

3. Laboratory requirement at the end of 4 Years

Enclosure Already Submitted

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	
2	Pharmaceutics Pharmaceutical Chemistry Pharmaceutical Analysis Pharmacology Pharmacognosy Pharmaceutical Biotechnology (Including Aseptic Room) Total No. Laboratories for B. Pharm	03 Laboratories 02 Laboratories 01 Laboratory 02 Laboratories 01 Laboratories 01 Laboratory 10 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)	05	
4	Area of the Machine Room	80-100 Sq.mts	100	
5	Central Instrument Room	80 Sq.mts with A/ C	80	
6	Store Room – I	1 (Area 100 Sq mts)	100	
7	Store Room – II (For Inflammable chemicals)	1 (Area 20 Sq mts)	20	

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

Signature of the Head of the Institution

Signature of the Inspectors

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

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	30	
2	Office – I – Establishment	01	60 Sq. mts	03 × 20	60	
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	04 × 20	80	
2	Faculty Rooms for B. Pharm. course		10 Sq mts x n (n=No of teachers)	02	120	

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	80	
2	Library	01	150 Sq. mts	01	150	
3	Museum	01	50 Sq. mts (May be attached to the Pharmacognosy lab)	01	50	
4	Auditorium / Multi Purpose Hall (Desirable)	01	250 – 300 seating capacity	-	-	
5	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	01	50	

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

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	75	
Computer (Latest configuration)	1 system for every 10 students (UG & PG)	12	90	
Printers	1 printer for every 10 computers	02	Available	
Multi Media Projector	01	01	Available	
Generator (5KVA)	01	02	Available	

Signature of the Head of the Institution

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	01	80		
Staff quarters	16 x 80 Sq mts	02	8000		
Canteen	100 Sq. mts		100		
Parking Area for staff and students			Yes		
Bank Extension Counter			A/F		
Co operative Stores			A/F		
Guest House	80 Sq. mts		80		
Transport Facilities for students			Yes		
Medical Facility (First Aid)			Yes		

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	No.	
1	Number of books	150	1500 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	165	2075	
2	Annual addition of books		100 to 150 books per year			
3	Periodicals Hard copies / online		10 National 05 International periodicals		10 05	
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			UNDER PROCESS		
8	Library Timings			9:00AM To 5:00PM		

Signature of the Head of the Institution

Signature of the Inspectors

10. B. Library Staff:

Sl. No.	Staff	Qualification	Required	Available	Remarks of the Inspectors
1	Librarian	M. Lib	1	01	
2	Assistant Librarian	D. Lib	1	01	
3	Library Attender	10+2 / PUC	2	02	

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

PART III ACADEMIC REQUIREMENTS

Course Curriculum:

1. Student Staff Ratio:

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

Class	Theory	Practical's	Remarks of the Inspectors
B. Pharm	60:1	20:1	

2. Scheme of B. Pharm. Course:

Annual

Semester

3. Date of Commencement of session / sessions for B.PHARM: 2013-17

Enclosure Already Submitted

Academic Year	Commencement	Completion
2013-14	01/08/2013	15/06/2014
2014-15	01/08/2014	15/06/2015
2015-16	01/08/2015	15/06/2016
2016-17	01/08/2016	15/06/2017

4. Vacation for B.PHARM:

Summer:

No of Days

46

Winter:

No of Days

10

5. Total No. of working days for B.PHARM:

180

6. Time Table for B. Pharm. course Enclosed

(Tick)

Enclosure Already Submitted

a. B. Pharm. course

Yes

No

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

Enclosure Already Submitted

I B. Pharm.: 2014-15

Subject	No of Theory Classes		Practical's			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		
					-	

Signature of the Head of the Institution

Signature of the Inspectors

II B. Pharm. : 2015-16

Subject	No of Theory Classes		Practical's			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		
					-	

III B. Pharm: 2016-17

Subject	No of Theory Classes		Practical's			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		

IV B. Pharm: 2017-18 (Purposed)

Subject	No of Theory Classes		Practical's			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		

8. Whether Tutorials are being conducted Yes No Not Applicable (if any, as per university norms)

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

A. Not Applicable

Name of the Event	Year 200-	Year 200-	Year 200-
Guest Lectures			
Seminars			
Workshops			
Symposia			

Signature of the Head of the Institution

Signature of the Inspectors

B. Papers Presented / Published during last three years

Not Applicable

	Year 200-		Year 200-		Year 200-	
	National	International	National	International	National	International
Published						
Presented						

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

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	Practical's	Theory	Practical's	Theory	Practical's	
B.PHARM							
I B. Pharm	SESSIONAL TIME TABLE ENCLOSED						
II B. Pharm	SESSIONAL TIME TABLE ENCLOSED						
III B. Pharm	SESSIONAL TIME TABLE ENCLOSED						
IV B. Pharm	SESSIONAL TIME TABLE ENCLOSED						

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

Class	No. of Candidates scored more than 80%		No. of Candidates scored more than 60 - 80%		No. of Candidates scored more than 50 - 60%		No. of Candidates Less than 50 %		Remarks of the Inspectors
	Th	Pr	Th	Pr	Th	Pr	Th	Pr	
I B. Pharm	09	15	40	35	5	5	4	03	
II B. Pharm	16	17	04	10	15	16	11	03	
III B. Pharm	16	18	12	16	12	05	05	06	
IV B. Pharm	05	05	06	04	06	07	NIL	NIL	

12. Work load of Faculty members for B. Pharm.

Sl. No	Name of the Faculty	Subjects taught	B. Pharm.								Total work load	Remarks of the Inspector
			I		II		III		IV			
			Th	Pr	Th	Pr	Th	Pr	Th	Pr		

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

Details	Year 200-	Year 200-	Year 200-
No. of Students Appeared			
No. of Students Qualified			
Percentage			

Signature of the Head of the Institution

Signature of the Inspectors

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

For B. Pharm. (UNDER PROCESS)

If applicable please give the details for the previous Year

Events	Details for the Previous Year
No. of Industrial visits	2015-16
Industrial Tour	2015-16
Industrial Training	2015-16
No. of Resource Persons from the Industry for Guest Lectures	NIL
No. of Collaboration projects with Industry	NIL

22. Percentage of students Placed through the College Placement Cell in the Last Three Years N/A

Year	Year 200-	Year 200-	Year 200-
No. of students appeared for campus interview			
% Placed			

23. Whether Professional Society Activities are Conducted (Enclose Details)

(ISTE, IPA, APTI, ICTA and Related Societies) (UNDER PROCESS)

YES	NO
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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:

Sl No	Name	Designation	Qualification	Date of Joining	Teaching Experience	State Pharmacy Council Reg. No.	Signature of the faculty	Remarks of the Inspectors
					After PG			
1	Dr. S. P. Chakrabarti	Director	M. Pharm. Ph. D.	01/07/2012	35	A-8129		
2	Dr. Anup Kumar Singh	H.O.D.	M. Pharm. Ph. D.	01/07/2012	07	66327		
3	Dr. Parvat Kumar Parhi	Assistant Professor	M. Pharm.	01/07/2015	02	14819		
4	Satendra Kumar	Assistant Professor	M. Pharm	15/07/2012	5	31928		
5	Ramesh Kumar Verma	Assistant Professor	M. Pharm	01/08/2012	5	46180		
6	Devdatta Singh	Assistant Professor	M. Pharm.	01/08/2012	05	53204		
7	Ashish Kumar Gupta	Assistant Professor	M. Pharm.	01/07/2016	10	31714		
8	Kamlesh Kumar	Assistant Professor	M. Pharm	01/07/2015	2	41986		
9	Dinesh Kumar Chauhan	Assistant Professor	M. Pharm.	15/07/2014	03	A/F		
10	Miss Mintu Singh	Assistant Professor	M. Pharm	01/07/2015	02	61777		
11	Kritika Rai	Assistant Professor	M. Pharm	15/07/2014	3	A/F		
12	Manish Kumar Gautam	Assistant Professor	M. Pharm.	15/07/2014	03	42513		
13	Sandeep Kumar	Assistant Professor	M. Pharm.	01/07/2016	01	45632		
14	Sachin Kumar	Assistant Professor	M. Pharm	01/07/2016	01	41709		
15	Sweta Shukla	Assistant Professor	M. Pharm.	01/07/2016	01	A/F		
16	Amil Kumar	Assistant Professor	M. Pharm.	01/07/2016	01	47874		
17	Punita Yadav	Assistant Professor	M. Pharm.	01/07/2016	01	A/F		

Signature of the Head of the Institution

Signature of the Inspectors

2. Qualification and number of Staff Members

Qualification				
M. Pharm.		PhD		Others
				Part Time
	14		03	02

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	
Pharmaceutical Chemistry	1	1	2	2	3		4	
Pharmaceutical Analysis	1	1	-	-	-		1	
Pharmacology	1	1	2	2	3		4	
Pharmacognosy	1		2	2	3		3	
Pharmaceutics	1	1	2	2	3		4	
Total	6	6	9	9	13		17	
Part time teaching Staff	3	3	-		-		-	
Remarks of the Inspection Team								

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

4. Staff Pattern for B. Pharm. courses department wise: Professor: Asst. Professor: Lecturer

Department / Division	Name of the post	For strength of 60 students	Provided by the institution	Remarks of the Inspectors of inspection team
Department of Pharmaceutics	Professor	1		
	Asst. Professor	1	04	
	Lecturer	2		
Department of Pharmaceutical Chemistry (Including Pharmaceutical Analysis)	Professor	1		
	Asst. Professor	1	05	
	Lecturer	3		
Department of Pharmacology	Professor	1	01	
	Asst. Professor	1	04	
	Lecturer	2		
Department of Pharmacognosy	Professor	1		
	Asst. Professor	1	03	
	Lecturer	1		

Signature of the Head of the Institution

Signature of the Inspectors

5. Selection criteria and Recruitment Procedure for Faculty:**Enclosure Already Submitted**

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	Percentage
	Duration of 15 yrs. And above	
	Duration of 10 yrs. And above	
	Duration of 5 yrs. And above	
Dr. S. P. CHAKRABARTI	Less than 5 yrs.	80 %
Dr. ANUP KUMAR SINGH		
SATENDRA KUMAR		
RAMESH KUMAR VERMA		
DEV DUTTA SINGH		
AMIT KUMAR		
MANISH KUMAR GAUTAM		
VIPUL SINGH		
RAM BACHAN YADAV		

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	√			
Dr. S. P. CHAKRABARTI		√			
Dr. ANUP KUMAR SINGH		√			
SATENDRA KUMAR		√			
RAMESH KUMAR VERMA		√			
DEV DUTTA SINGH		√			
AMIT KUMAR		√			
MANISH KUMAR GAUTAM		√			
VIPUL SINGH		√			
RAM BACHAN YADAV		√			

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. No.	Designation	Required Number	Required Qualification	Available		Remarks of the Inspection team
				Number	Qualification	
1	Laboratory Technician	1 for each Dept	D. Pharm	04	D. Pharm	
2	Laboratory Assistants/ Attenders	1 for each Lab (minimum)	SSLC	05	SSLC	
3	Office Superintendent		Degree	1	B. A.	
4	Accountant		Degree	1	B. COM	
5	Store keeper		D. Pharm/ Degree	1	B. A.	
6	Computer Data Operator		BCA / Graduate with Computer Course	1	MCA with Computer Course	
7	First Division Assistant		Degree	1	B. PHARM	
8	Second Division Assistant		Degree	2	B.A/B.Sc	
9	Peon		SSLC	2	SSLC	
10	Cleaning personnel	Adequate	-----	3	8 th	
11	Gardener	Adequate	-----	2	-----	

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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					

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

(Inspectors to verify documents pertaining to the above)

UNDER PROCESS

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

No

13. Gratuity Provided

Yes

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

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

Signature of the Head of the Institution

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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	Yes	-	

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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 No.	Expenditure in Rs. (2013-14)			Expenditure in Rs. (2014-15)			Expenditure in Rs. (2015-16)			Remarks of the Inspectors*
	Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Returning	
	13671998	1258990	12413008	20986440	1500000	875000	14635233	1500000	-	

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

SI No.	Expenditure in Rs. (2013-14)			Expenditure in Rs. (2014-15)			Expenditure in Rs. (2015-16)			Remarks of the Inspectors*
	Total budget sanctioned	Sanctioned	Incurred	Total budget sanctioned	Sanctioned	Non Returning	Total budget sanctioned	Sanctioned	Incurred	
	Chemicals	2,00,000.00	165347.00	Chemicals	500000	4,80,000	Chemicals	500000	5,50000	
	Glassware	3,00,000.00	258429.00	Glassware	700000	7,10,000	Glassware	700000	4,00,000	

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

SI No.	Expenditure in Rs. (2013-14)			Expenditure in Rs. (2014-15)			Expenditure in Rs. (2015-16)			Remarks of the Inspectors*
	Total budget sanctioned	Sanctioned	Incurred	Total budget sanctioned	Sanctioned	Non Returning	Total budget sanctioned	Sanctioned	Incurred	
	Equipment	10,00,000.00	7,51,059.00	Equipment	25,00,000	2734000	Equipment	25,00,000	18,00,000	

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 (2015-16)			Remarks of the Inspectors*
	Total budget sanctioned	Sanctioned	Incurred	Total budget sanctioned	Sanctioned	Incurred	Total budget sanctioned	Sanctioned	Incurred	
1	Book	50,000.00	12420.00	Book	2,00,000.00	2,10,000	Book	2,00,000.00	2,20,000	
2	Journals	60,000.00	52500.00	Journals	1,50,000.00	1,50,000	Journals	1,50,000.00	1,50,000	

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

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	Remark of the Inspector
1.	Microscopes	15	15	Yes	
2.	Haemocytometer with Micropipettes	20	20	Yes	
3.	Sahli's haemocytometer	20	20	Yes	
4.	Hutchinson's spirometer	01	01	Yes	
5.	Sphygmomanometer	05	05	Yes	
6.	Stethoscope	05	05	Yes	
7.	Permanent Slides for various tissues	One pair of each tissue Organs and endocrine glands One slide of each organ system	One pair of each tissue Organs and endocrine glands One slide of each organ system	Yes	
8.	Models for various organs	One model of each organ system	One model of each organ system	Yes	
9.	Specimen for various organs and systems	One model of each organ system	One model of each organ system	Yes	
10.	Skeleton and bones	One set of skeleton and one spare bone	One set of skeleton and one spare bone	Yes	
11.	Different Contraceptive Devices and Models	One set of each device	One set of each device	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 Drum	10	10	Yes	

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

Apparatus:

Sl No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remark of the Inspector
1.	Folin-Wu tubes	60	60	Yes	
2.	Dissection Tray and Boards	10	10	Yes	
3.	Haemostatic artery forceps	10	10	Yes	
4.	Hypodermic syringes and needles of size 15,24,26G	10	10	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	Remark of the Inspector
1.	Microscope with stage micrometer	15	15	Yes	
2.	Digital Balance	02	02	Yes	
3.	Autoclave	02	02	Yes	
4.	Hot air oven	02	02	Yes	
5.	B.O.D. incubator	01	01	Yes	
6.	Refrigerator	01	01	Yes	
7.	Laminar air flow	01	01	Yes	

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8.	Colony counter	02	02	Yes	
9.	Zone reader	01	01	Yes	
10.	Digital pH meter	01	01	Yes	
11.	Sterility testing unit	01	01	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	02	Yes	
19.	Micropipettes (Single and multi channeled)	02	02	Yes	
20.	Micro Centrifuge	01	01	Yes	
21.	Projection Microscope	01	01	Yes	

Apparatus:

Sl No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remark of the Inspector
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	
5.	TLC chamber and sprayer	10	10	Yes	
6.	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	Remark of the Inspector
1.	Hot plates	05	05	Yes	
2.	Oven	03	03	Yes	
3.	Refrigerator	01	01	Yes	
4.	Analytical Balances for demonstration	05	05	Yes	
5.	Digital balance 10mg sensitivity	10	10	Yes	

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6.	Digital balance 1 mg sensitivity	01	01	Yes	
7.	Suction pumps	06	06	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	02	Yes	

Apparatus:

Sl No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remark of the Inspector
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	40	Yes	
5.	Arsenic Limit Test Apparatus	20	20	Yes	
6.	Nessler's Cylinders	40	40	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	Remark of the Inspector
1.	Mechanical stirrers	10	10	Yes	
2.	Homogenizer	05	05	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	
9.	Sieve shaker with sieve set	01	01	Yes	
10.	Double cone blender	01	01	Yes	
11.	Propeller type mechanical agitator	05	05	Yes	

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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 set	10 set	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	01	Yes	
23.	Pfizer type hardness tester	01	01	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 variable speed control.	05 EACH 10	10	Yes	
30.	Digital pH meter	02	02	Yes	
31.	All purpose equipment with all accessories	01	01	Yes	
32.	Aseptic Cabinet	01	01	Yes	
33.	BOD Incubator	02	02	Yes	
34.	Bottle washing Machine	01	01	Yes	
35.	Bottle Sealing Machine	01	01	Yes	
36.	Bulk Density Apparatus	02	02	Yes	
37.	Conical Percolator (glass/ copper/ stainless steel)	10	10	Yes	
38.	Capsule Counter	02	02	Yes	
39.	Energy meter	02	02	Yes	
40.	Hot Plate	02	02	Yes	
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	01	Yes	
45.	Distillation Unit	01	01	Yes	

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Apparatus:

Sl No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remark of the Inspector
1.	Ostwald's viscometer	15	15	Yes	
2.	Stalagmometer	15	15	Yes	
3.	Desiccator*	05	05	Yes	
4.	Suppository moulds	20	20	Yes	
5.	Buchner Funnels Small, medium, large	05 each	05 each	Yes	
6.	Filtration assembly	01	01	Yes	
7.	Permeability Cups	05	05	Yes	
8.	Andreason's Pipette	03	03	Yes	
9.	Lipstick moulds	10	10	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	Remark of the Inspector
1.	Orbital shaker incubator	01	01	Yes	
2.	Lyophilizer (Desirable)	01	01	Yes	
3.	Gel Electrophoresis (Vertical and Horizontal)	01	01	Yes	
4.	Phase contrast/Trinocular Microscope	01	01	Yes	
5.	Refrigerated Centrifuge	01	01	Yes	
6.	Fermenters of different capacity (Desirable)	01	01	Yes	
7.	Tissue culture station	01	01	Yes	
8.	Laminar airflow unit	01	01	Yes	
9.	Diagnostic kits to identify infectious agents	01	01	Yes	
10.	Rheometer	01	01	Yes	
11.	Viscometer	01	01	Yes	
12.	Micropipettes (single and multi channeled)	01 each	01 each	Yes	
13.	Sonicator	01	01	Yes	
14.	Respinometer	01	01	Yes	

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15.	BOD Incubator	01	01	Yes	
16.	Paper Electrophoresis Unit	01	01	Yes	
17.	Micro Centrifuge	01	01	Yes	
18.	Incubator water bath	01	01	Yes	
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	Remark of the Inspector
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	01	Yes	
11.	HPLC	01	01	Yes	

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Signature of the Inspectors

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 Inspectors