

# PHARMACY COUNCIL OF INDIA

Standard Inspection Format (S.I.F) for institutions conducting D. Pharm course

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

(SIF-A)

To be filled up by P.C.I.

To be filled up by inspectors

Inspection No. :

Date of Inspection:

FILE No. : 17-162

NAME OF THE INSPECTORS: 1.  
(BLOCK LETTERS)

2.

## PART – I A - GENERAL INFORMATION

<b>A – I. 1</b> Name of the Institution: Complete Postal address: STD code Telephone No. Fax No. E-mail	Pravara Rural Education Society's Pravara Rural College of Pharmacy, A/P- Loni Bk Tal- Rahata Dist- Ahmednagar (MS) <b>(02422)</b> 272507 (O) , 272507 (P) 02422-272507 pravardpharm@gmail.com
Year of Establishment	August 1981
Status of the course conducting body: Government / University / Autonomous / Aided / Private (Enclose copy of Registration documents of Society/Trust)	<u>Govt. Aided</u>
<b>A – I. 2</b> Name, address of the Society/Trust/ Management (attach documentary evidence) STD Code: Telephone No: Fax No: E-mail Web Site:	Pravara Rural Education Society, A/P- Loni-Kd Tal- Rahata Dist- Ahmednagar State – Maharashtra [Pin Code- 413 736] <b>(02422)</b> <b>273700</b> <b>273704</b> bharat.ghogare@pravara.in <a href="http://pravara.in/pharmacy-diploma">http://pravara.in/pharmacy-diploma</a>
<b>A – I. 3</b> Name, Designation and Address of person to be contacted by phone <b>STD Code</b> <b>Telephone No</b> <b>Office</b> Residence Mobile No. <b>Fax No</b> E-Mail	Dr. Shivanand N.Hiremath  <b>(02422)</b> 272507 (P) 272507 (O) , - - 9423787370 <b>(02422)</b> 272507 <a href="mailto:snhiremath2010@gmail.com">snhiremath2010@gmail.com</a> shivanand.hiremath@pravara.in
<b>A – I. 4</b> Name and Address of the Head of the Institution	Dr. S.N.Hiremath A/P- Loni-Kd Tal- Rahata Dist- Ahmednagar (MS) (413 736)

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
D. Pharm	2016-2017	Amount paid Rs. 50,000/- D.D.No. 879168 Of SBI , Loni	DD dated:26 /05/2016

## b. APPROVAL STATUS:

Name of the Course	Approved up to	Intake Approved and Admitted	PCI	STATE GOVERNMENT	Remarks of the Inspectors	
D.Pharm	2016-2017	Approved Intake	60	Approval Letter Number and Date 17-162/2011-PCI/37904-07 Dated 09/09/2014	Letter No.-10/NIT/1081/1986 (2706) Dt. 20 Aug.1981	--
		Actually Admitted	57			

## c. STATUS OF APPLICATION

Course	Extension of Approval		Increase in Intake of Seats		Remarks	
	Yes	No	Yes	No	Current Intake	Proposed increase in Intake
D. Pharm	Yes✓	No	Yes	No✓	60	Nil

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

<b>Status of the Pharmacy Course:</b>	
<b>Independent Building</b>	<input type="checkbox"/>
<b>Wing of another college</b>	<input type="checkbox"/>
<b>Separate Campus</b>	<input type="checkbox"/>
<b>Multi Institutional Campus</b>	<input checked="" type="checkbox"/>
<b>Examining Authority:</b> With complete postal Address, Telephone No. and STD Code	The Secretary, Maharashtra State Board of Technical Education, Mumbai, Govt. Polytechnic Building, 49 Kherwadi, Bandra (E) Mumbai- 51. 022- 26471255 Fax-91-022-26478795 Email: secretary@msbte.com

Signature of the Head of the Institution

Signature of the Inspectors

## B - DETAILS OF THE INSTITUTION

### B -I .1

<b>Name of the Principal</b>		<b>Dr. S.N.Hiremath</b>			
<b>Qualification/ Experience</b>	<b>Qualification*</b>		<b>Teaching Experience Required</b>	<b>Actual experience</b>	<b>Remarks of the Inspectors</b>
	M. Pharm	Yes	05 years	25 yrs.	
	PhD (Desirable)	Yes	02 years		

\* **Documentary evidence should be provided – Provided...**

### B -I.2

**For institution seeking continuation of approval**

<b>Course</b>	<b>Date of last Inspection</b>	<b>Remarks of the Previous Inspection Report</b>	<b>Complied / Not Complied</b>	<b>Intake reduced/Stopped in the last 03 years*</b>
<b>D. Pharm</b>	10 <sup>th</sup> & 11 <sup>th</sup> July, 2014	Enclosed (More number of International and national Journals should be added)	Complied	Nil

### B -I .3

**Pay Scales:**

<b>Staff</b>	<b>Scale of pay</b>	<b>PF</b>	<b>Gratuity</b>	<b>Pension Benefit</b>	<b>Remarks of the Inspectors</b>
<b>Teaching Staff</b>	<b>AICTE /UGC/State Govt. --Yes</b>	Yes	Yes	Yes	
<b>Non-Teaching Staff</b>	<b>State Government --- Yes</b>	Yes	Yes	Yes	

### B -I .4

**D. Pharm Course: Admission statement for the past three years**

<b>ACADEMIC YEAR</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
<b>Sanctioned</b>	<b>60</b>	<b>60</b>	<b>60</b>
<b>No. of Admissions</b>	<b>60</b>	<b>60</b>	<b>57</b>
<b>Unfilled Seats</b>	<b>Nil</b>	<b>Nil</b>	<b>03</b>
<b>No. of Excess Admissions</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

### B -I .5

**Academic information: Percentage of D. Pharm results for the past three years:**

<b>ACADEMIC YEAR</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
<b>D. Pharm</b>	<b>81%</b>	<b>83%</b>	<b>87%</b>

**Signature of the Head of the Institution**

**Signature of the Inspectors**

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

Whether college has NSS Unit (Yes/No)? If no give reasons	No.
NSS Programme Officer's Name	NA
Programme conducted (mention details)	NA
Whether students participating in University level cultural activities / Co- curricular/sports activities	Yes
Physical Instructor	Available
Sports Ground	Available

**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	1,14,66,000/-	<b>CAPITAL EXPENDITURE</b>			
2.	Tuition Fee	5,46,445/-	1.	Building	4,28,996/-	
3.	Library Fee		2.	Equipment	30,336/-	
4.	Sports Fee		3.	Others(Depriciation)	213940.3/-	
5.	Union Fee		<b>REVENUE EXPENDIUTRE</b>			
6.	Others	4,60,628/-/-	1	Salary	1,10,67,931/-	
	Interest from bank	64,143/-	2.	<b>MAINTENANCE EXPENDITURE</b>		
	Miscellaneous	19,220/-		i	College	13,778/-
				ii	Others	4,48,403/-
			3.	University Fee (If any)		
	By excess of expes. over income C/F To B/S	33,227.50/-	4.	Apex Bodies Fee	15,000/-	
			5.	Government Fee	--	
			6.	Deposit held by the College	--	
			7.	Others(Audit Fees)	2910/-	
			8.	Misc. Expenditure	369459/-	
	<b>Total</b>	<b>12,593,663.5/-</b>	<b>Total</b>		<b>12593663.5/-</b>	

**Note: Enclose relevant documents**

**Signature of the Head of the Institution**

**Signature of the Inspectors**

**PART- II PHYSICAL INFRASTRUCTURE**

1. a. Building : **Own/ Rented/ Leased**

b. Land:

i) Leased or own

Leased  Own

Sale / Agreement deed (records to be enclosed) : **Enclosed**

c. Building:

Leased  Rented

- i) Leased/Rented † (Record to be enclosed) : **No**  
 ii) If Own (Approved Building plan & sale deed to be enclosed) : **Enclosed ✓**

d. Total Area of the college building in Sq.mts : Built up Area

Amenities and Circulation Area

**2. Class rooms:**

**Total Number of Class rooms provided**

Class	Required	Available	Required Area * for each class room	Available Area in Sq. mts	Remarks of the Inspectors
D. Pharm	02	02	90 Sq. mts	91.Sq.mts	

(\* To accommodate 60 students)

**3. Laboratory requirement**

Sl. No.	Name of Infrastructure	Requirement as per Norms	Available		Remarks/ Deficiency
			No.	Area in Sq. mts	
1	Laboratory Area for D.Pharm Course	50 Sq mts x n (n=05)	05		
2	Pharmaceutics Pharmaceutical Chemistry Physiology and Pharmacology Pharmacy Practice Pharmacognosy <b>Total no. of Labs for D. Pharm Course</b> *Animal House	01 Laboratory 01 Laboratory 01 Laboratory 01 Laboratory 01 Laboratory <b>05 Laboratories</b> 01 (10 sq.mts)	01 01 01 01 01 05 01	120 104 103 153 103  30	
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)	01	10	
4	Area of the Machine Room	100 Sq mts	01	92	
5	Aseptic Room	25 Sq mts	01	30	
6	Store Room – I	1 (Area 20 Sq mts)	01	22	
7	Store Room – II (For Inflammable chemicals)	1 (Area 20 Sq mts)	01	24	

\* Not required if computer simulated software are available

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
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 workbenches 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		Remark s/ Deficiency
				No.	Area in Sq. mts	
1	Principal's Chamber	01	20 Sq mts	01	26	
2	Office – I Including Confidential Room	01	40 Sq mts	01	40	
3	Staff / Faculty Rooms for D. Pharm course	01	30 Sq mts	01	30	
4	Library with computer and reprographic facilities	01	100 Sq mts	01	150	
5	Museum	01	30 Sq mts (May be attached to the Pharmacognosy Lab)	01	38	
6	Auditorium / Multi Purpose Hall (Desirable)	01	250 – 300 seating capacity	01	150	
7	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	01	Adequate	

**Signature of the Head of the Institution**

**Signature of the Inspectors**

### 5. Student Facilities:

Sl. No.	Name of infrastructure	Requirement in number	Requirement in area	Available		Remarks/ Deficiency
				No.	Area in Sq. mts	
1	Girl's Common Room (Essential)	01	40 Sq mts	01	40	
2	Boy's Common Room (Essential)	01	40 Sq mts	01	75	
3	Toilet Blocks for Boys	01	25 Sq mts	01	30	
4	Toilet Blocks for Girls	01	25 Sq mts	01	25	
5	Canteen (Desirable)	01	100 Sq mts	01	200	
6	Drinking Water facility Water Cooler (Essential)	01		02	10	
7	Boy's Hostel (Desirable)	01	9 Sq mts / Room Single occupancy	01	135	
8	Girl's Hostel (Desirable)	01	9 Sq mts / Room (single occupancy) 20 Sq mts/room (triple occupancy)	01	300	
9	Power Backup Provision (Desirable)	01		01	15	

### 6. Computer and other Facilities:

Name	Required	Available	Available		Remarks of the Inspectors
			No.	Area in Sq. mts	
Computer (latest Configuration)	1 system for every 10 students	15	15	50	
Printers	1 printer for every 10 computers	03	03		
Xerox Machine	01	01	01		
Multi Media Projector	02	02	02		

### 7. 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	6 x 80 Sq. mts	06	240		
Parking Area for staff and students	Adequate	Available			
Bank Extension Counter	In the nearby Polytechnic	Available	85		
Co operative Stores	As above.	--	--		
Guest House	80 Sq. mts	--	--		
Transport Facilities for students	Availed from the Head Office	Available	--		
Medical Facility (First Aid)	Availed from the Pravara Rural Medical College, Loni in the town.	Available	Available		

Signature of the Head of the Institution

Signature of the Inspectors



### 8. 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
				Titles	Numbers	
1	Number of books	75	750 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	569	2402	
2	Annual addition of books		75 books per year	107	295	
3	Periodicals Hard copies / online		<b>09 National Journals</b> Indian Journal of Pharmaceutical Sciences Indian Journal of Pharmaceutical Education and Research Journal of Hospital Pharmacy Indian Journal of Pharmacology CIMS, MIMS Indian Journal of Experimental Biology. Pharmaceutical Processing Indian Pharmacist(Bajaj Publication) Asian Journal of Pharmaceutics (Med know publications and Media Pvt. Ltd.)		05	
4	<b>Library Timings- 9.00 am to 1.00 pm &amp; 2.00 to 5.00 pm</b>					

### 8.B. Subject wise Classification:

Sl. No	Subject	Available		Remarks of the Inspectors
		Titles	Numbers	
1	Pharmaceutics – I	49	185	
2	Pharmaceutical Chemistry – I	56	201	
3	Pharmacognosy	54	190	
4	Biochemistry and Clinical Pathology	44	194	
5	Human Anatomy and Physiology	43	203	
6	Health Education and Community Pharmacy	36	159	
7	Pharmaceutics – II	43	195	
8	Pharmaceutical Chemistry – II	42	193	
9	Pharmacology and Toxicology	48	213	
10	Pharmaceutical Jurisprudence	52	220	
11	Drug Store and Business Management	53	219	
12	Hospital and Clinical Pharmacy	49	230	

### 8.C. Library Staff:

	Staff:	Qualification	Required	Available	Remarks of the Inspectors
1	Librarian	D. Lib	1	1	
2	Library Attendant	10+ 2 /PUC	1	1	

**Note: The information provided will be assessed in giving the period of approval**

**Signature of the Head of the Institution**

**Signature of the Inspectors**

### PART III ACADEMIC REQUIREMENTS

**Course Curriculum:**

**1. Student Staff Ratio:**

Theory-

Practicals-

(Required ratio --- Theory → 60:1 and Practicals → 20:1)

If more than 20 students in batch 2 staff members to be present provided the lab is spacious

**2. Date of Commencement of session:**

<b>Commencement</b>	<b>Completion</b>
22/06 /2015	30 /03/2016

**3. Vacation:**

No of Days  
Summer:

No of Days  
Winter:

**4. Total Number of working days:**

**5. Time Table:**

Time Table for I and II D. Pharm Enclosed

Yes

No

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

Class / Subject	Theory		Practicals				Remarks of the Inspectors
	Prescribed No of Hours	No of Hours Conducted	Prescribed No. of Hours	No of Hours Conducted	Prescribed Number of Classes	No of Classes conducted	
<b>I D. Pharm</b>							
Pharmaceutics – I	75	75	100	100	25	25	
Pharmaceutical Chemistry – I	75	75	75	75	25	25	
Pharmacognosy	75	81	75	78	25	26	
Biochemistry and Clinical Pathology	50	51	75	75	25	25	
Human Anatomy and Physiology	75	78	50	52	25	26	
Health Education and Community Pharmacy	50	51	----	----	----	----	
<b>II D. Pharm</b>							
Pharmaceutics – II	75	75	100	104	25	25	
Pharmaceutical Chemistry – II	100	103	75	84	25	28	
Pharmacology and Toxicology	75	83	50	56	25	28	
Pharmaceutical Jurisprudence	50	51	----	----	--	----	
Drug Store and Business Management	75	77	----	----	--	----	
Hospital and Clinical Pharmacy	75	80	50	50	25	25	

**7. Whether Internal Assessments are conducted periodically as per PCI norms**

Yes

No

**Signature of the Head of the Institution**

**Signature of the Inspectors**

8. Whether Evaluation of the internal assessments is Fair 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	
<b>I D. Pharm</b>									
<b>P'ceutics-I</b>	<b>04</b>	<b>00</b>	<b>24</b>	<b>42</b>	<b>03</b>	<b>13</b>	<b>11</b>	<b>02</b>	
<b>P'Chem-I</b>	<b>02</b>	<b>18</b>	<b>23</b>	<b>23</b>	<b>11</b>	<b>06</b>	<b>12</b>	<b>06</b>	
<b>PGY</b>	<b>18</b>	<b>17</b>	<b>20</b>	<b>24</b>	<b>09</b>	<b>12</b>	<b>05</b>	<b>05</b>	
<b>BCP</b>	<b>03</b>	<b>15</b>	<b>05</b>	<b>25</b>	<b>18</b>	<b>12</b>	<b>19</b>	<b>06</b>	
<b>HAP</b>	<b>01</b>	<b>17</b>	<b>20</b>	<b>25</b>	<b>20</b>	<b>15</b>	<b>09</b>	<b>05</b>	
<b>HEC</b>	<b>15</b>	<b>---</b>	<b>22</b>	<b>---</b>	<b>12</b>	<b>----</b>	<b>10</b>	<b>----</b>	
<b>II D. Pharm</b>									
<b>P'ceutics-II</b>	<b>11</b>	<b>36</b>	<b>22</b>	<b>16</b>	<b>13</b>	<b>0</b>	<b>06</b>	<b>00</b>	
<b>P'Chem-II</b>	<b>12</b>	<b>27</b>	<b>28</b>	<b>19</b>	<b>07</b>	<b>05</b>	<b>03</b>	<b>01</b>	
<b>P&amp; T</b>	<b>08</b>	<b>07</b>	<b>31</b>	<b>26</b>	<b>10</b>	<b>13</b>	<b>03</b>	<b>04</b>	
<b>PHJ</b>	<b>13</b>	<b>---</b>	<b>23</b>	<b>---</b>	<b>09</b>	<b>---</b>	<b>06</b>	<b>---</b>	
<b>DSBM</b>	<b>05</b>	<b>---</b>	<b>29</b>	<b>---</b>	<b>12</b>	<b>---</b>	<b>06</b>	<b>---</b>	
<b>HCP</b>	<b>06</b>	<b>25</b>	<b>23</b>	<b>24</b>	<b>14</b>	<b>03</b>	<b>07</b>	<b>00</b>	

9. Workload of Faculty members for D. Pharm

Sl. No	Name of the Faculty	Subjects taught	D. Pharm				Total Work load	Remarks of the Inspector
			I D. Ph		II D. Ph			
			Th	Pr	Th	Ph		
	Dr. S. N.Hiremath	Pharmaceutics-I	<b>02</b>	<b>08</b>	--	-	<b>10</b>	
	Mr. P.D.Ghule	Human Anatomy & Physiology	<b>03</b>	<b>06</b>	--	--	<b>14</b>	
		P'cology & Toxicology	--	--	<b>03</b>	--		
		Pharm. Jurisprudence	---	---	<b>02</b>	--		
	Mr. D.M. Shinde	Pharmaceutics-II	---	---	<b>03</b>	<b>12</b>	<b>18</b>	
		Drug Store & Business Management	<b>03</b>	---	---	---		
	Mr. D.P. Gayake	Pharmacognosy	<b>03</b>	<b>09</b>	---	---	<b>20</b>	
		P'cology & Toxicology	---	---	---	<b>06</b>		
		Health Education & Community Pharmacy	<b>02</b>	---	---	---		
	Mr. A. S. Balsane	Biochemistry & Clinical Pathology	<b>02</b>	<b>09</b>	--	--	<b>18</b>	
		Hospital & Clinical Pathology	---	---	<b>03</b>	<b>04</b>		
	Mr.V.B Tambe	Pharm. Chemistry -I	<b>03</b>	<b>09</b>			<b>19</b>	
		Pharm. Chemistry -II	--	---	<b>04</b>	<b>09</b>		
	Mr. B.B. Inamdar	Pharmaceutics-I	--	<b>04</b>	--	--	<b>04</b>	

Signature of the Head of the Institution

Signature of the Inspectors

**PART IV - PERSONNEL**

**TEACHING STAFF.**

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

\* Separately attached... - Enclosed

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

**2. Qualification and number of Staff Members**

Number of staff members required: 07

Qualification			
B. Pharm	M. Pharm	PhD	Others - Full Time
04	02	--	-- --

**3. Details of Faculty Retention for:**

Name of Faculty Member	Period	Percentage
1) PD Ghule 2) DM Shinde 3) DP Gayake 4) BB Inamdar	Duration of 15 yrs. & above	57 %
--	Duration of 10 yrs. & above	--
5) Mr. V B Tambe	Duration of 05 yrs. & above	14 %
6) Mr. A.S. Balsane	Less than 5 yrs.	29%

**4. Details of Faculty Turnover**

Name of Faculty Member	Period (% of faculty retained in last 3 yr)	More than 50%	50%	25%	Less than 25%
1) Dr. S.N. Hiremath	2014 to till date.	100%	--	--	--
2) PD Ghule	1982 to till date.		--	--	--
3) BB Inamdar	1983 to till date.		--	--	--
4) DM Shinde	1984 to till date.		--	--	--
5) DP Gayake	1985 to till date.		--	--	--
6) Mr. V B Tambe	2010 to till date.		--	--	--
7) Mr. A.S. Balsane	2014 to till date.		--	--	--

**5. No. of Non-teaching staff available for D. 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	02	D. Pharm	02	D. Pharm-01 B.Sc.- 01	
2	Laboratory Assistants/ Attendants	04	SSLC	04	SSC Fail - 03 SSC Pass- 01	
3	Office Superintendent	01	Degree	01	M.Com	
4	Accountant cum Clark	01	Degree	01	B.Com	
5	Store keeper	01	D. Pharm	01	BA D.Pharm.	
6	Computer Data Operator	01	10+2 with computer training	01	DCT.DCA	
7	Peon	02	SSLC	02	Std. VII(01) SSC Fail(01)	
8	Cleaning personnel	04	---	02	--	
9.	Gardener	01	---	01	--	

**Signature of the Head of the Institution**

**Signature of the Inspectors**

**7. Scale of pay for teaching Faculty (to be enclosed): 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					

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

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

**10. Scope for the promotion for faculty: Promotions** Yes  No

**11. Gratuity Provided** Yes  No

**12. Details of Non-teaching staff members (list to be enclosed) : - Enclosed**

Sl No	Name	Designation	Qualification	Date of Joining	Experience	Signature	Remarks of the Inspectors

**13. Whether Supporting Staff (Technical and Administrative) are encouraged for Skill Upgradation Programs- Yes✓**

Signature of the Head of the Institution

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 lakhs	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 the previous year to be enclosed) - 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 Returning	Total Budget Sanctioned	Recurring	Non Returning	
1.	16395107	16320942	74165	1692416412	16584882.12	339282	126772195	12593663.5	83553	

**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 allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
	Chemicals	} 40,000/-		Chemicals	}		Chemicals	}		
	Glassware		40,000/-	Glassware		52,000/-	52,448/-		Glassware	30,000/-

**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 allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
	Equipment	70,000/-	72,767/-	Equipment	39,000/-	39,620/-	Equipment	43,000/-	43,445/-	

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

Sl No.		Expenditure in Rs. 2013-14			Expenditure in Rs. 2014-15			Expenditure in Rs 2015-16			Remarks of the Inspectors*
		Total budget allocated	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	
1	Books	3600/-	3600/-	14355/-	26000/-	26000/-	26319/-	333338/-	333338/-	33338/-	
2	Journals	4250/-	4250/-	4250/-	12278/-	12278/-	12278/-	4750/-	4750/-	4750/-	

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

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**PART VII – EQUIPMENT AND APPARATUS**  
**Department wise List of Minimum equipments required for D. Pharm**

**PHARMACEUTICS**

**Equipment:**

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Continuous Hot Extraction Equipment	05	05	Yes	
2	Conical Percolator	05	05	Yes	
3	Tincture Press	01	01	Yes	
4	Hand Grinding Mill	01	01	Yes	
5	Disintegrator	01	01	Yes	
6	Ball mill	01	01	Yes	
7	Hand operated Tablet machine	01	01	Yes	
8	Tablet Coating Pan unit with hot air blower laboratory size	01	01	Yes	
9	Polishing pan laboratory size	01	01	Yes	
10	Monsanto's hardness tester	01	01	Yes	
11	Pfizer type hardness tester	01	01	Yes	
12	Tablet disintegration test apparatus IP	01	01	Yes	
13	Tablet dissolution test apparatus IP	01	01	Yes	
14	Granulating sieve set	10	10	Yes	
15	Tablet counter – small size	05	05	Yes	
16	Friability tester	01	01	Yes	
17	Collapsible tube – Filling and sealing equipment	01	01	Yes	
18	Capsule filling machine – Lab size	01	01	Yes	
19	Digital balance	01	01	Yes	
20	Distillation unit for distilled water	02	02	Yes	
21	Deionisation unit	01	01	Yes	
22	Glass distillation unit for water for injection	01	01	Yes	
23	Ampoule washing machine	01	01	Yes	
24	Ampoule filling and sealing machine	01	01	Yes	
25	Sintered glass filters for bacterial proof filtration (four different grades)	Adequate	Adequate	Yes	
26	Millipore filter (3 grades)	Adequate	Adequate	Yes	

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27	Autoclave	01	01	Yes	
28	Hot air sterilizer	01	01	Yes	
29	Incubator	01	01	Yes	
30	Aseptic cabinet	01	01	Yes	
31	Ampoule clarity test equipment	01	01	Yes	
32	Blender	01	01	Yes	
33	Sieves set (Pharmacopoeial standard)	02	02	Yes	
34	Lab Centrifuge	01	01	Yes	
35	Ointment slab	Adequate	Adequate	Yes	
36	Ointment spatula	Adequate	Adequate	Yes	
37	Pestle and mortar porcelain	Adequate	Adequate	Yes	
38	Pestle and mortar glass	Adequate	Adequate	Yes	
39	Suppository moulds of three sizes	Adequate	Adequate	Yes	
40	Refrigerator	01	01	Yes	

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

### **PHARMACEUTICAL CHEMISTRY**

#### **Equipment:**

<b>Sl. No.</b>	<b>Name</b>	<b>Minimum required Nos.</b>	<b>Available Nos.</b>	<b>Working Yes / No</b>	<b>Remarks of the Inspectors</b>
1	Refractometer	01	01	Yes	
2	Polarimeter	01	01	Yes	
3	Photoelectric colorimeter	01	01	Yes	
4	pH meter	01	01	Yes	
5	Atomic model set	02	02	Yes	
6	Electronic balance	01	01	Yes	
7	Periodic table chart	Adequate	Adequate	Yes	

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

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**PHYSIOLOGY & PHARMACOLOGY LABORATORY****Equipment:**

SI No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Haemoglobinometer	20	20	Yes	
2	Haemocytometer	10	10	Yes	
3	Student's organ bath	1	1	Yes	
4	Sherington's rotating drum	1	1	Yes	
5	Frog board	Adequate	Adequate	Yes	
6	Tray (dissecting)	Adequate	Adequate	Yes	
7	Frontal writing lever	Adequate	Adequate	Yes	
8	Aeration tube	Adequate	Adequate	Yes	
9	Telethermometer	1	1	Yes	
10	Pole climbing apparatus	1	1	Yes	
11	Histamine chamber	1	1	Yes	
12	Simple lever	Adequate	Adequate	Yes	
13	Staring heart lever	Adequate	Adequate	Yes	
14	Aerator	Adequate	Adequate	Yes	
15	Histological Slides	Adequate	Adequate	Yes	
16	Sphygmomanometer (B.P. apparatus)	5	5	Yes	
17	Stethoscope	5	5	Yes	
18	First aid equipment	Adequate	Adequate	Yes	
19	Contraceptive device	Adequate	Adequate	Yes	
20	Dissecting (surgical) instruments	Adequate	Adequate	Yes	
21	Balance for weighing small Animals	1	1	Yes	
22	Kymograph paper	Adequate	Adequate	Yes	
23	Actophotometer	1	1	Yes	
24	Analgesiometer	1	1	Yes	
25	Thermometer	Adequate	Adequate	Yes	
26	Plastic animal cage	Adequate	Adequate	Yes	
27	Double unit organ bath with thermostat	1	1	Yes	
28	Refrigerator	1	1	Yes	
29	Single pan balance	1	1	Yes	
30	Charts	Adequate	Adequate	Yes	

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31	Human skeleton	1	1	Yes	
32	Anatomical specimen (Heart, brain, eye, ear, reproductive system etc.,)	1 set	1 set	Yes	
33	Electro-convulsimeter	1	1	Yes	
34	Stop watch	Adequate	Adequate	Yes	
35	Clamp, boss heads, screw clips	Adequate	Adequate	Yes	
36	Syme's Cannula	Adequate	Adequate	Yes	

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

### **PHARMCOGNOSY LABORATORY**

#### **Equipment:**

SI No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Projection Microscope	01	01	Yes	
2	Charts (different types)	Adequate	Adequate	Yes	
3	Models (different types)	Adequate	Adequate	Yes	
4	Permanent Slides	Adequate	Adequate	Yes	
5	Slides and Cover Slips	Adequate	Adequate	Yes	

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

### **PHARMACY PRACTICE LABORATORY**

#### **Equipment:**

SI No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Colorimeter	2	2	Yes	
2	Microscope	Adequate	Adequate	Yes	
3	Permanent slides (skin, kidney, pancreas, smooth muscle, liver etc.,)	Adequate	Adequate	Yes	
4	Watch glass	Adequate	Adequate	Yes	
5	Centrifuge	1	1	Yes	
6	Biochemical reagents for analysis of normal and pathological constituents in urine and blood facilities	Adequate	Adequate	Yes	
7	Filtration equipment	2	2	Yes	

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8	Filling Machine	1	1	Yes	
9	Sealing Machine	1	1	Yes	
10	Autoclave sterilizer	1	1	Yes	
11	Membrane filter	1 Unit	1 Unit	Yes	
12	Sintered glass funnel with complete filtering assemble	Adequate	Adequate	Yes	
13	Small disposable membrane filter for IV admixture filtration	Adequate	Adequate	Yes	
14	Laminar air flow bench	1	1	Yes	
15	Vacuum pump	1	1	Yes	
16	Oven	1	1	Yes	
17	Surgical dressing	Adequate	Adequate	Yes	
18	Incubator	1	1	Yes	
19	PH meter	1	1	Yes	
20	Disintegration test apparatus	1	1	Yes	
21	Hardness tester	1	1	Yes	
22	Centrifuge	1	1	Yes	
23	Magnetic stirrer	1	1	Yes	
24	Thermostatic bath	1	1	Yes	

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

**Museum: Every Institution shall maintain a museum of crude drugs, herbarium sheets, botanical specimens of the drugs, and plants, Mentioned in the course in addition the following are recommended.**

- 1. Colored slides of medicine plants.**
- 2. Display of popular patent medicines, and**
- 3. Containers of common usage in medicines.**

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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**