

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

InspectionNo.:

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 TelephoneNo. FaxNo. E-mail	MM School of Pharmacy. Maharishi Markandeshwar University, Sadopur, Near Omaxe Flats, Ambala-ChandigarhHighway, Ambala, Haryana, Pin code-134007 0171 3041500 0171-3041550 info@mmambala.org
Year of starting of the course	2016
Status of the course conducting body: Government/ University/Autonomous/Aided/√Private(Enclose copy of Registration documents of √Society/Trust)	Private
A-I.2 Name, address of the Society/Trust/Management (attach documentary evidence) STD Code: Telephone No: Fax No: E-mail WebSite:	Maharishi Markandeshwar University Trust #55, Model Town, Ambala City 01731 304521 0171-274375 info@mmumullana.org www.mmumullana.org
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	Prof. (Dr.) Manish Sharma 0171 3041575 8059930189 0171-3041550 principalpharmacy@mmambala.org

Signature of the Head of the Institution

Signature of the Inspectors

A- I.4 Name and Address of the Head of the Institution	Prof. (Dr.) Manish Sharma, MM School of Pharmacy, Maharishi Markandeshwar University, Sadopur, Near Omaxe Flats, Ambala Chandigarh Highway, Ambala, Haryana, Pin Code-134007
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A-I. 5

FOR INSTITUTION SEEKING CONTINUATION OF APPROVAL

a. Details of Affiliation Fee Paid

Name of the Course	Affiliation Fee paid Upto	Receipt No	Dated	Remarks of the Inspectors
B.Pharm	2017-18	725922	29/08/2016	

b. APPROVAL STATUS:

Name of the Course	Approved upto	Intake Approved and Admitted	PCI	STATE GOVERNMENT	UNIVERSITY	Remarks of the Inspectors
B.Pharm		Approval Letter No and Date		26/5-16 UNP(5) and 03 rd Oct. 2016 (Copy enclosed)	MMUS/ACAD/DHE /16/4870 and 12 th July 2016 (Copy enclosed)	
		Approved Intake	60	60	60	
		Actually Admitted	30	30	30	

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

A- I.6a

Status of the Pharmacy Course:	
Independent Building	<input checked="" type="checkbox"/>
Wing of another college	<input checked="" type="checkbox"/>
Separate Campus	<input checked="" type="checkbox"/>
Multi Institutional Campus	<input checked="" type="checkbox"/>

Examining Authority:
With complete postal Address,

MM University, Sadopur,
Near Omaxe Flats,
Ambala Chandigarh Highway, Ambala, Haryana
Pin Code-134007

Telephone No. and STD Code.

08059933100, 0171-3041539

Signature of the Head of the Institution

Signature of the Inspectors

B-DETAILS OF THE INSTITUTION

B –I.1		Prof. (Dr.) Manish Sharma			
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	15 years and 5 months	
	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

Course	Date of last Inspection	Remarks of the Previous Inspection Report	Complied /Not Complied	Intake reduced/Stopped in the last 03years*
B.Pharm				

* Enclose Documents

B –I.3

Status of Governing Council:	Government/√Trust/Society/Individual/University
Details of the Governing Body	√Enclosed/Not Enclosed
Minutes of the last Governing council Meeting	√Enclosed/Not 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	Yes/√No	Yes/√No	Yes/√No	
Non- Teaching Staff	State Government √Yes/No	√Yes/No	Yes/√No	Yes/√No	

B –I.5

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

ACADEMIC YEAR	Year 2016-17	Year 200-	Year 200-
Sanctioned	60	NA	NA
No. of Admissions	30	NA	NA
Unfilled Seats	30	NA	NA
No. of Excess Admissions	NIL	NA	NA

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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 2016-17	Year 200-	Year 200-
1st year	1 st Semester	38%		
	2 nd Semester			
2nd year				
3rd year				
Final year				
Pass%(Final Year)				

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

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

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): MM University, Sadopur-Ambala

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	NIL	CAPITAL EXPENDITURE			
2.	Tuition Fee	31503687	1.	Building	-	
3.	Library Fee	25955032	2.	Equipment	-	
4.	Sports Fee		3.	Others	-	
5.	Union Fee		REVENUE EXPENDITURE			
6.	Others	8082381	1	Salary	50257775	
			2.	MAINTENANCE EXPENDITURE		
				i College	1914319	
				ii Others		
			3.	University Fee (If any)	-	
			4.	Apex Bodies Fee	-	
			5.	Government Fee	458000	
			6.	Deposit held by the College		
			7.	Others	49511556	
			8.	Misc.Expenditure	-	
			Total		102141650	
Total		65541100				

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) : $\sqrt{\text{Available/Not Available}}$
 a) 2.5 acres District HQ/Corporation/Municipality limit 2.5 Acres
 b) 0.5 acre for City/Metros
- b. Building : $\sqrt{\text{Own/Rented/Leased}}$
- c. Land Details to be in name of Trust and Society
 Records to be enclosed
 Sale deed : $\sqrt{\text{Enclosed/Not available}}$
- d. Building[†]:
 i) Approved Building plan, to be Enclosed : $\sqrt{\text{Enclosed/Not available}}$
- e. Total Built Area of the college building in Sq.mts: Built up Area 4666.56
 Amenities and Circulation Area 1398.11

2. Classrooms:

Total Number of Classrooms provided at the end of 4 Year Course

Class	Required Nos	Available Nos	Required Area* For each classroom	Available Area in Sq.mts	Remarks of the Inspectors
B.Pharm	04	02	90 Sq.mts each(Desirable) 75 Sq.mts each(Essential)	118.87 sq.mts 117.09 sq.mts	

(*To accommodate 60 students).

3. Laboratory requirement at the end of 4Years

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	08 Labs	
2	Pharmaceutics Pharmaceutical Chemistry Pharmaceutical Analysis Pharmacology Pharmacognosy Pharmaceutical Biotechnology (Including Aseptic Room) Total no. Laboratories for B.Pharm course	03 Laboratories 02 Laboratories 01 Laboratory 02 Laboratories 01 Laboratories 01 Laboratory 10 Laboratories*	Pharmaceutics-I: 90.50 sq. mts Pharmaceutics-II: 90.02 sq. mts Pharmacology: 75.53 sq. mts Pharmacognosy: 77.69 sq. mts Pharmaceutical Biotechnology: 111.10 sq. mts. Pharmaceutical Chemistry-I: 79.69 sq. mts Pharmaceutical Chemistry-II: 90.11 sq. mts Pharmaceutical Analysis: 81.25 sq. mts.	
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)	06 & 60.00 sq. mts	
4	Area of the Machine Room	80-100 Sq.mts	01 & 87.13 sq. mts	
5	Central Instrumentation Room	80 Sq.mts with A/C	01 & 102.29 sq.mts	
6	Store Room-I	1(Area 100 Sqmts)	02 & 175.63 sq. mts	
7	Store Room-II (For Inflammable chemicals)	1(Area 20 Sq mts)	01 & 20.46 sq. mts	

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

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† **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 clean able 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	40.22	
2	Office-I- Establishment	01	60 Sq.mts	01	176.46	
3	Office-II-Academics			01		
4	Confidential Room			01		

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			
2	Faculty Rooms for B.Pharm course		10 Sq mts x n (n=No of teachers)	05	154.58 sq. mts	

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	443.65	
3	Museum	01	50 Sq. mts (May be attached to the Pharmacognosy lab)	01	54.28	
4	Auditorium/ Multi Purpose Hall(Desirable)	01	250-300 seating capacity	01	309.72	
5	Seminar Hall	01		01	117.09	
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	01	Available	

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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	99.54	
2	Boy's Common Room (Essential)	01	60 Sq.mts	01	102.20	
3	Toilet Blocks for Boys	01	24 Sq.mts	02	58.64	
4	Toilet Blocks for Girls	01	24 Sq.mts	02	51.2	
5	Drinking Water facility– Water Cooler(Essential).	01		01	Available	
6	Boy's Hostel (Desirable)	01	9 Sq .mts / Room Single occupancy	01	15 (double occupancy)	
7	Girl's Hostel (Desirable)	01	9 Sq.mts / Room (single occupancy) 20 Sq mts/ Room (triple occupancy)	01	15 (double occupancy)	
8	Power Backup Provision (Desirable)	01		01	Available	

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	99.29	
Computer (Latest Configuration)	1 system for every 10 students	15	-	
Printers	1 printer for every 10 computers	02	-	
Multi Media Projector	01	01	-	
Generator (5KVA)	01	01 (320 KVA)		

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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	167.43	Under construction	
Staff quarters	16x 80 Sq.mts	05	167.43 each	Under construction	
Canteen	100 Sq.mts	01	164.87		
Parking Area for staff and students			Available		
Bank Extension Counter		01	32.00 (OBC Bank)		
Cooperative Stores		01	Available		
Guest House	80 Sq.mts	01	167.43	Under construction	
Transport Facilities for students		05 buses	-		
Medical Facility (First Aid)		01	19.28		

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 areas 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	191	1014	
2	Annual addition of Books		100 to 150 books Per year	191	1014	
3	Periodicals Hard copies/online		10 National 05 International periodicals	15	15	
4	CDS		Adequate Nos	25	25	
5	Internet Browsing Facility		√Yes/No (Minimum ten computers)	Yes	10	
6	Reprographic Facilities: Photocopier Fax Scanner		01 01 01	Yes		
7	Library Automation and Computerized System: Yes (Soul 2.0 inflibinet))					
8	Library Timings: 09:30 am-04:00 pm (Letter enclosed)					

10.B. Library Staff:

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

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PART III ACADEMIC REQUIREMENTS

Course Curriculum:

1. Student Staff Ratio: Theory **60:1** Practicals **20:1** 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 Yes

3. Date of Commencement of session/sessions:

Commencement	Completion
08/08/2016	19/05/2017

4. Vacation:

	No of Days		No of Days
Summer:	<input type="text" value="30"/>	Winter:	<input type="text" value="10"/>

5. Total No. of working days:

6. Time Table:

Time Table for B.Pharm course Enclosed Yes No

7. Whether the prescribed numbers of classes are being conducted as per university norms
B.Pharm. 1st Semester

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		
Human Anatomy and Physiology-I	45	45	60	60	15 classes x 4 hrs	
Pharmaceutical Analysis-I	45	45	60	60	15 classes x 4 hrs	
Pharmaceutics-I	45	45	60	60	15 classes x 4 hrs	
Pharmaceutical Inorganic Chemistry-I	45	45	60	60	15 classes x 4 hrs	

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Communication Skills	30	30	60	30	15 classes x 2 hrs	
RB/RM	30/30	30/30	30/30	30/30	15 classes x 2 hrs/15 classes x 2 hrs	

B. Pharm. 2nd Semester:

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		
Human Anatomy and Physiology II	45	46	60	60	15 classes x 4 hrs	
Pharmaceutical Organic Chemistry-I	45	45	60	60	15 classes x 4 hrs	
Biochemistry	45	49	60	60	15 classes x 4 hrs	
Pathophysiology	45	52	-	-	-	
Computer Application in Pharmacy	45	45	30	30	15 classes x 2 hrs	
Environmental Studies	45	45	-	-	-	

B. Pharm. 3rd Semester: NOT APPLICABLE

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		

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B. Pharm. 4th Semester: NOT APPLICABLE

Subject	No of Theory Classes		Practicals			Remarks of the Inspectors
	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	
1						

B. Pharm. 5th Semester: NOT APPLICABLE

Subject	No of Theory Classes		Practicals			Remarks of the Inspectors
	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	
1						

B. Pharm. 6th Semester: NOT APPLICABLE

Subject	No of Theory Classes		Practicals			Remarks of the Inspectors
	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	
1						

B. Pharm. 7th Semester: NOT APPLICABLE

Subject	No of Theory Classes		Practicals			Remarks of the Inspectors
	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	
1						

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B. Pharm. 8th Semester: NOT APPLICABLE

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		

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

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

A.

Name of the Event	Year 2016-17	Year 200-	Year 200-
Guest Lectures	01		
Seminars	01		
Workshops	01		
Symposia	Nil		

B. Papers Presented /Published during last three years

	Year 2016-17		Year 200-		Year 200-	
	National	International	National	International	National	International
Published	-	06				
Presented	03	-				

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

Yes

No

Class	I Sessional Dates DD/MM/YY		II Sessional Dates		III Sessional Dates DD/MM/YY		Remarks of the Inspectors
	Theory	Practicals	Theo	Practicals	Theory	Practicals	
I B.Pharm (1 st Semester)	03-10-16 to 07-10-16	12-10-16 to 18-10-16	05-12-16 to 09-12-16	01-12-16 to 02-12-16, 12-12-16 to 13-10-16	Not applicable		
I B.Pharm (2 nd Semester)	27-02-17, 06-03-17, 16-03-17, 20-03-17, 27-03-17, 03-04-17	09-03-17, 20-03-17, 24-03-17, 27-03-17, 28-03-17, 18-04-17, 28-04-17	08-05-17 to 10-05-17	11-05-17, 12-05-17, 15-05-17, 16-05-17	Not applicable		
II B.Pharm							
III B.Pharm							
IV B.Pharm							

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11. 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	
I B.Pharm (I Semester)	Nil	1	11	11	05	08	14	10	
I B.Pharm (II Semester)	Nil	05	09	08	06	05	15	08	
II B.Pharm									
III B.Pharm									
IV B.Pharm									

12. Workload of Faculty members for B.Pharm:

Sl.No	Name of the Faculty	Semester	Subjects taught	B.Pharm		Total work load	Specific Remarks of the Inspector
				Th	Pr		
01.	Dr. Manish Sharma	I	Pharmaceutical Analysis-I, Pharmaceutical Inorganic Chemistry	-	04+04	08	
		II	Pharmaceutical Organic chemistry-I	-	04+04	08	
02.	Ms. Isha Rani	I	Pharmaceutical Inorganic Chemistry	03	04+04	11	
		II	Biochemistry	03	04+04	11	
03.	Mr. Baljinder Singh	I	Human Anatomy and Physiology-I	03	04+04	11	
		II	Human Anatomy and Physiology-II	03	04	10	
			Computer application in Pharmacy	03	-		
04.	Ms. Lovely Chhabra	I	Pharmaceutics-I	03	04+04	11	
		II	Pathophysiology, Human Anatomy and Physiology-II	03	04	07	
05.	Mr. Vaibhav Sharma	I	Pharmaceutical Analysis-I	03	04+04	11	

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		II	Pharmaceutical Organic Chemistry-I	03	04+04	11	
06.	Mr. Sahil Sharma	I	Remedial Biology	02	02	04	
07.	Ms. Sonia Gulati	I	Remedial Mathematics	02	02	04	
08.	Dr. Anuradha	I	Communication Skills	02	02	04	
09.	Ms. Neelam Oberoi	II	Computer applications in Pharmacy	03	02	05	
10.	Dr. Chottu Ram	II	Environmental Studies	03	-	03	

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13. Percentage of students qualified in GATE in the last Three Years: Not applicable

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

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

Yes

No

If applicable please give the details for the previous Year

Events	Details for the Previous Year
No. of Industrial visits	01 (14 th February 2017.)
Industrial Tour	01(11 th April 2017.)
Industrial Training	NA
No. of Resource Persons from the Industry for Guest Lectures	01 (16 th August 2016)
No. of Collaboration projects with Industry	NA

15. Percentage of students Placed through the College Placement Cell in the Last Three Years: NOT APPLICABLE

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

16. Whether Professional Society Activities are Conducted (Enclose Details) (ISTE, IPA, APTI, ICTA and Related Societies) (Enclosure) Yes No

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Signature of the Inspectors

PART IV-PERSONNEL

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			
01.	Dr. Manish Sharma	Principal	M. Pharm, Ph.D	11-07-2016	15 years and 05 months	14189 RJ		
02.	Ms. Isha Rani	Asstt. Professor	M.Pharm.	11-07-2016	07 years and 05 months	22601 HR		
03.	Mr. Baljinder Singh	Asstt. Professor	M.Pharm.	16-08-2016	5 year and 10 months	33049 PB		
04.	Ms. Lovely Chhabra	Asstt. Professor	M.Pharm.	16-08-2016	3 years and 09 months	20793 HR		
05.	Ms. Prerna Sharma	Asstt. Professor	M.Pharm.	01-05-2017	2 years and 09 months	16052 HR		
06.	Mr. Vaibhav Sharma	Asstt. Professor	M.Pharm.	01-07-2016	2 years and 02 months	21655 HR		

2. Qualification and number of Staff Members

Qualification		
M.Pharm	PhD	Others- FullTime
05	01	04

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	01	1	01	1		1	
Pharmaceutical Chemistry	1	01	2	02	3		4	
Pharmaceutical Analysis	1	01	--	--	-		1	
Pharmacology	1	01	2	01 (under process)+ 01	3		4	
Pharmacognosy	1	01	2	01 (under process)+ 01	3		3	
Pharmaceutics	1	01	2	01 (under process) + 01	3		4	

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Total	6	06	9	06 + 03 (under process)	13		17	
Part time teaching Staff	3	04	-		-		-	
Remarks of the Inspection Team								

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

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

Professor: Asst. Professor: Lecturer 1:5:0

Department/Division	Name of the post	For strength of 60 students	Provided by the institution	Remarks of inspection team
Department of Pharmaceutics	Professor	1	-	
	Asst.Professor	1	-	
	Lecturer	2	01	
Department of Pharmaceutical Chemistry (Including Pharmaceutical Analysis)	Professor	1	01	
	Asst.Professor	1	-	
	Lecturer	3	02	
Department of Pharmacology	Professor	1	-	
	Asst.Professor	1	-	
	Lecturer	2	01	
Department of Pharmacognosy	Professor	1	-	
	Asst.Professor	1	-	
	Lecturer	1	01	

5. Selection criteria and Recruitment Procedure for Faculty:

a.	Whether Recruitment Committee has been formed	√Yes/No
b.	Whether Advertisement for vacancy is notified in the Newspapers	√Yes/No
c.	Whether Demonstration Lecture has been conducted	√Yes/No
d.	Whether opinion of Recruitment Committee Recorded	√Yes/No

6. Details of Faculty Retention for:

Name of Faculty Member	Period	%
-	Duration of 15 yrs. and above	-
-	Duration of 10 yrs. and above	-
-	Duration of 5 yrs. and above	-
Isha Rani, Baljinder Singh Lovely Chhabra, Vaibhav Sharma	Less than 5 yrs.	80%

7. Details of Faculty Turnover:

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
(a) Ms. Isha Rani (b) Mr. Baljinder Singh (c) Ms. Lovely Chhabra (d) Mr. Vaibhav Sharma	% of faculty retained in last 3 yrs 80 %	04/05	-	-	-

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	Qualificati	
1	Laboratory Technician	1 for each Dept	D. Pharm	03	B.Sc B. Pharm.	
2	Laboratory Assistants/ Attenders	1 for each Lab (minimum)	SSLC	05	SSLC	
3	Office Superintendent	1	Degree	01	B.A.	
4	Accountant	1	Degree	01	M.Com.	
5	Storekeeper	1	D.Pharm/ Degree	01	M.Com.	
6	Computer Data Operator	1	BCA/ Graduate with Computer Course	01	B.C.A.	
7	Office Staff I	1	Degree	01	B.A.	
8	Office Staff II	2	Degree	01	B.A.	
9	Peon	2	SSLC	09		
10	Cleaning personnel	Adequate	---	Adequate		
11	Gardener	Adequate	---	Adequate		

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
									PT	TDS	EPF					

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

(Inspectors to verify documents pertaining to the above)

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

(Inspectors to verify documents pertaining to the above)

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):

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

√Yes/No

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PART V- DOCUMENTATION

Records Maintained: Essential

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

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PART-VI

1. Financial Resource allocation and utilization for the past three years:

(Audited Accounts for previous year to be enclosed)

SI	Expenditure in Rs. (2013-14)			Expenditure in Rs. (2014-15)			Expenditure in Rs (2015-16)			Remarks of the Inspectors*
	Total budget sanctioned (In Lakhs)	Recurring (In Lakhs)	Non Recurring (In Lakhs)	Total budget sanctioned (In Lakhs)	Recurring (In Lakhs)	Non Returning (In Lakhs)	Total budget sanctioned (In Lakhs)	Recurring (In Lakhs)	Non Returning (In Lakhs)	
01.	922.87	559.02	101.25	873.09	736.90	298.07	949.48	733.85	86.41	

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

SI	Expenditure in Rs. (2013-14)			Expenditure in Rs. (2014-15)			Expenditure in Rs (2015-16)			Remarks of the Inspectors*
	Total budget allocated (In Lakhs)	Sanctioned (In Lakhs)	Incurred (In Lakhs)	Total budget allocate (In Lakhs)	Sanctioned (In Lakhs)	Incurred (In Lakhs)	Total budget allocated (In Lakhs)	Sanctioned (In Lakhs)	Incurred (In Lakhs)	
01.	Chemicals	4.5	2.58	Chemicals	4.60	7.14	Chemicals	4.5	2.92	
	Glassware			Glassware			Glassware			

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

SI	Expenditure in Rs. (2013-14)			Expenditure in Rs. (2014-15)			Expenditure in Rs. (2015-16)			Remarks of the Inspectors*
	No.	Total budget allocated (In Lakhs)	Sanctioned (In Lakhs)	Incurred (In Lakhs)	Total budget allocated (In Lakhs)	Sanctioned (In Lakhs)	Incurred (In Lakhs)	Total budget allocated (In Lakhs)	Sanctioned (In Lakhs)	
01.	Equipment	14.00	18.42	Equipment	14.00	59.91	Equipment	09.00	1.14	

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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 allocate (In Lakhs)	Sanctioned (In Lakhs)	Incurred (In Lakhs)	Total budget allocated (In Lakhs)	Sanctioned (In Lakhs)	Incurred (In Lakhs)	Total budget allocated (In Lakhs)	Sanctioned (In Lakhs)	Incurred (In Lakhs)	
1	Books	9.00	8.16	Books	7.00	3.85	Books	4.00	1.42	
2	Journals	3.75	1.49	Journals	3.75	5.32	Journals	4.00	3.36	

***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 B.Pharm (for a batch of 20 students)

DEPARTMENT OF PHARMACOLOGY

Equipment:

Sl.No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
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	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	290	Yes	
8	Models for various organs	One model of each organ system	10	Yes	
9	Specimen for various organs and systems	One model for each organ system	15	Yes	
10	Skeleton and bones	One set of skeleton and one Spare bone	01 01	Yes	
11	Different Contraceptive Devices and Models	One set of each device	One set of each	Yes	
12	Muscle electrodes	01	02	Yes	
13	Lucas moist chamber	01	02	Yes	
14	Myographic lever	01	02	Yes	
15	Stimulator	01	02	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	CADD (OS) 11	Yes	
25	Standard graphs of various drugs	Adequate number	Adequate number	Yes	
26	Actophotometer	01	01	Yes	
27	Rotarod	01	01	Yes	
28	Pole climbing apparatus	01	02	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 Nos.	Available Nos.	Working Yes/No	Remarks of the Inspectors
1	Folin-Wu tubes	60	60	Yes	
2	Dissection Tray and Boards	10	15	Yes	
3	Haemostatic artery forceps	10	10	Yes	
4	Hypodermic syringes and needles of size 15,24,26G	10	100	Yes	
5	Levers, cannulae	20	30	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	01	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	Nil	Nil	
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	Remarks of the Inspectors
1	Reflux flask with condenser	20	20	Yes	
2	Waterbath	20	21	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	10	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	10	Yes	
6	Digital Balance (1mg 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	01	Yes	

Apparatus:

Sl.No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks of The Inspectors
1	Distillation Unit	02	03	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	45	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	Remarks of the Inspectors
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	Nil		
7	Tray dryer	01	01	Yes	
8	Ball mill	01	01	Yes	

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9	Sieve shaker with sieve set	01	01	Yes	
10	Double cone blender	01	01	Yes	
11	Propeller type mechanical agitator	05	05	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	01 set	Yes	
16	Tablet punching machine	01	Nil		
17	Capsule filling machine	01	Nil		
18	Ampoule washing machine	01	Nil		
19	Ampoule filling and sealing machine	01	Nil		
20	Tablet disintegration test apparatus IP	01	01	Yes	
21	Tablet dissolution test apparatus IP	01	02	Yes	
22	Monsanto's hardness tester	01	02	Yes	
23	Pfizer type hardness tester	01	02	Yes	
24	Friability test apparatus	01	02	Yes	
25	Clarity test apparatus	01	02	Yes	
26	Ointment filling machine	01	02	Yes	
27	Collapsible tube crimping machine	01	02	Yes	
28	Tablet coating pan	01	Nil		
29	Magnetic stirrer,500 ml and 1 liter capacity with Speed control	05 EACH 10	10		
30	Digital pH meter	01	01	Yes	
31	All purpose equipment with all accessories	01	Nil		
32	Aseptic Cabinet	01	01	Yes	
33	BOD Incubator	02	Nil		
34	Bottle washing Machine	01	Nil		
35	Bottle Sealing Machine	01	Nil		
36	Bulk Density Apparatus	02	02	Yes	
37	Conical Percolator (glass/copper/stainless steel)	10	15	Yes	
38	Capsule Counter	02	03	Yes	
39	Energy meter	02	03	Yes	
40	Hot Plate	02	04	Yes	

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41	Humidity Control Oven	01	Nil		
42	Liquid Filling Machine	01	Nil		
43	Mechanical stirrer with speed regulator	02	02	Yes	
44	Precision Melting point Apparatus	01	01	Yes	
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	15	Yes	
2	Stalagmometer	15	15	Yes	
3	Desiccator*	05	05	Yes	
4	Suppository moulds	20	29	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	05	Yes	
9	Lip stick 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	Remarks of the Inspectors
1	Orbital shaker incubator	01	01	Yes	
2	Lyophilizer (Desirable)	01	Nil		
3	Gel Electrophoresis (Vertical and Horizontal)	01	Nil		
4	Phase contrast/Trinocular Microscope	01	Nil		
5	Refrigerated Centrifuge	01	Nil		
6	Fermenters of different capacity (Desirable)	01	Nil		
7	Tissue culture station	01	Nil		
8	Laminar air flow unit	01	01	Yes	

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9	Diagnostic kits to identify infectious agents	01	Nil		
10	Rheometer	01	Nil		
11	Viscometer	01	01	Yes	
12	Micropipettes (single and multi channeled)	01 each	01	Yes	
13	Sonicator	01	01	Yes	
14	Respinometer	01	Nil		
15	BOD Incubator	01	01	Under maintenance	
16	Paper Electrophoresis Unit	01	Nil		
17	Micro Centrifuge	01	Nil		
18	Incubator water bath	01	01	Under maintenance	
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	Nil		
5	Digital Balance(1mg sensitivity)	01	01	Yes	
6	Nephelo Turbidity meter	01	Nil		
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	Nil		
11	HPLC	01	Nil		
12	HPTLC(Desirable)	01	Nil		

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

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Observation of the Inspectors:

Compliance of the last recommendations by Inspectors

Specific observations if not complied

Signature of Inspectors:

1.

2.

Note:

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

Signature of the Head of the Institution

Signature of the Inspectors

