

PHARMACY COUNCIL OF INDIA
Standard Inspection Format (S.I.F) for institutions conducting D. Pharm
(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.

Inspection No.:

FILE No. :

To be filled up by inspectors

Date of Inspection:

NAME OF THE INSPECTORS: 1.

(BLOCK LETTERS) 2.

PART – I

A - GENERAL INFORMATION

<p>A – I.1 Name of the Institution: Complete Postal address: STD code Telephone No. Fax No. E-mail</p>	<p>B.M. College of Pharmaceutical Education and Research Village- Gokanya, Khandwa Road Tahsil- Mhow ,Dist- Indore Pincode-452020 State Madhya Pradesh Phone: 0731-4263330 Fax : 0731-2572131 Email : info@bmcollege.ac.in Web site: www.bmcollege.ac.in</p>
<p>Year of Establishment</p>	<p>2017-18</p>
<p>Status of the course conducting body: Government / University / Autonomous / Aided / Private (Enclose copy of Registration documents of Society/Trust)</p>	<p>Private /Society (Annexure-I)</p>
<p>A – I.2 Name, address of the Society/Trust/ Management (attach documentary evidence) STD Code: Telephone No: Fax No: E-mail Web Site:</p>	<p>PATEL Education Society B-136, M.I.G. Colony, Indore (M.P.) Pin- 452008 0731-4263330, info@bmcollege.ac.in</p>
<p>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</p>	<p>Mr. Rakesh Sharma (Secretary) 103-104, Orbit Mall, A.B. Road, Indore (M.P) 0731-2572131(off) 0731-4263330 (Resi.) Mobile no.+91-9826055906 director.pharmacy@bmcollege.ac.in</p>
<p>A – I.4 Name and Address of the Head of the Institution</p>	<p>Dr. (Mrs.) Vimukta Sharma B.M. College of Pharmaceutical Education and Research Village- Gokanya, Khandwa Road Tahsil- Mhow ,Dist- Indore Pincode-452020 State Madhya Pradesh Phone: 0731-4263330, +91-9329942553</p>
<p>A – I.4 a) Whether the Jan Aushadhi Medical Store has been opened by your institution</p>	<p>Yes / No (Please tick (✓) the relevant portion)</p>

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
D. Pharm	2017-18	DD. No. 708466	09/06/2017	

b. APPROVAL STATUS:

Name of the Course	Approved up to	In take Approved and Admitted	PCI	STATE GOVERNMENT	UNIVERSITY	Remarks of the Inspectors
D. Pharm		Approval Letter No and Date				
		Approved Intake			50	
		Actually Admitted				

c. STATUS OF APPLICATION

Faculty / Subject	Extension of Approval	Increase in Intake of Seats	Remarks	
			Current Intake	Proposed increase in Intake
D. Pharm	Yes	No	50	

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

YES

No

1. B M College of Technology, Indore
2. B M College of Management and Research. Indore
3. Shri Bherulal Pharmacy Institute
4. B M College of Professional Studies, Indore

A – I. 6 a

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

Signature of the Head of the Institution

Signature of the Inspectors

Examining Authority:

Name	Rajeev Gandhi Prodyogiki Vishwavidyalaya (RGPV)		
Address	Block A 4 Office complex, Gautam Nagar Bhopal		
Pin Code	452023	Period of Affiliation	2017-2018
STD Code	0755	Phone No.	0755-2678833
Fax No.	0755-2678834	E-Mail/ Web site	www.rgtu.ac.in

B - DETAILS OF THE INSTITUTION

B –I.1 Name of the Principal		Dr. (Mrs.) Vimukta Sharma			
Qualification/ Experience	Qualification*		Teaching Experience Required	Actual experience	Remarks of the Inspectors
	M. Pharm	M. Pharm. in Pharmaceutical Chemistry	17 years, out of which 5 years as Prof. / HOD	21 year	
	PhD	PhD in Chemistry	10 years, out of which at least 05 years as Asst. Prof		

* Documentary evidence should be provided- (Annexure II)

B –I.2

For institution seeking continuation of affiliation

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

* Enclose Documents

B –I.3 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- yes	No	No	No	

B –I.4**D. Pharm Course: Admission Statement of D. Pharm for the Past Three Years**

ACADEMIC YEAR	Year 2014-15	Year 2015-16	Year 16-17
Sanctioned	NA	NA	NA
No. of Admissions	NA	NA	NA
Unfilled Seats	NA	NA	NA
No. of Excess Admissions	NA	NA	NA

Signature of the Head of the Institution

Signature of the Inspectors

B –I .5

Academic information: Percentage of D. Pharm results for the past three years based on University Calendar

Academic year	Class	Year 2014-15	Year 2015-16	Year 2016-17
D. Pharma		NA	NA	NA

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

Whether college has NSS Unit (Yes/No)? If no give reasons	YES
NSS Programme Officer's Name	Mr. Vijay Patel
Programme conducted (mention details)	<ul style="list-style-type: none"> ➤ Blood Donation Camp ➤ Health checkup and free drug distribution in remote areas under supervision of registered Physician. ➤ Distribution of contraceptives and family planning awareness programs ➤ Plantation in college campus ➤ Blood donation camp ➤ Blood group and hemoglobin detection camp ➤ Day camp ➤ 7 day NSS camp at adopted village etc.
Whether students participating in University level cultural activities / Co- curricular/sports activities	Yes
Physical Instructor	Available – Mr. Alankar Raikwar
Sports Ground	Shared -BM College Campus

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	Nil	CAPITAL EXPENDITURE			
2.	Tuition Fee	--	1.	Building	-	
3.	Library Fee	-	2.	Equipment	-	
4.	Sports Fee	-	3.	Others	-	
5.	Union Fee	-	REVENUE EXPENDITURE			
6.	Others Bus Fees: /- -		1	Salary	4,79,301/-	
			2.	MAINTENANCE EXPENDITURE		
				i	College	63,921/-
				ii	Others	-
			3.	University Fee (If any)	85000/-	
			4.	Apex Bodies Fee	-	
			5.	Government Fee	-	
			6.	Deposit held by the College	-	
			7.	Others(Chemical Glass Ware, Equipment, Gardening)	56911/-	
			8.	Misc. Expe.	82462/-	
			Total		767595/-	
Total						

Note: Enclose relevant documents

Signature of the Head of the Institution

Signature of the Inspectors

PART- II PHYSICAL INFRASTRUCTURE

1. a. Availability of Land (D. Pharm course) : ✓
 a) 2.5 acres District HQ/Corporation/Municipality limit **Available / Not Available**
 b) 0.5 acre for City / Metros ✓
- b. Building : **Own/ Rented/Leased**
- c. Land Details to be in name of Trust and Society
 Records to be enclosed
 Sale deed : **Enclosed (Annexure-I)**
- d. Building:
 i) Approved Building plan, to be enclosed : **Enclosed (Annexure-I)**
- e. Total Built Area of the college building in Sq.mts : Built up Area 2800.00 Sq.mts
 Amenities and Circulation Area 441.81 Sq.mts

Particulars	Area required as per norms (Sq.M)	Building with RCC Roof (Sq.M)
Instructional Area (Carpet Area)	1480	1457.00
Administrative Area (Carpet Area)	180	196
Amenities (Carpet Area)	360	462
Circulation & Others	680	685
Total	2811	2800

2. Class rooms:

Total Number of Class rooms provided for both D. Pharm and B. Pharm

Class	Required Nos	Available Nos	Required Area * for each class room	Available Area in Sq.mts	Remarks of the Inspectors
D. Pharm	02	02	90 Sq. mts each	185 Sq. mts	

(*To accommodate 60 students)

3. Laboratory requirement for both D.Pharm & B.Pharm

Sl. No.	Infrastructure for	Requirement as per Norms	Available No. & Area in SqM	Remarks/ Deficiency
1	Laboratory Area for D. Pharm Course	50 Sq mts x n (n=05)	10 labs & Area 848SqM	
2	Pharmaceutics Pharmaceutical Chemistry Physiology and Pharmacology Pharmacy Practice Pharmacognosy (Including Aseptic Room) Total no. of Labs for D. Pharm Course *Animal House	01 Laboratory 01 Laboratory 01 Laboratory 01 Laboratory 01 Laboratory 5 Laboratories* 01 (10 sq.mts)	92 92 92 75 92 22	
3	Preparation Room for each lab (One room can be shared by two labs, if it is in between two labs)	10 SqM (minimum)	2x12.61=25.22 SqM	
4	Area of the Machine Room	80-100 Sq.mts	80 Sq.mts	

5	Aseptic Room	25 Sq.mts	15 Sq.mts	
6	Store Room – I	1 Area 20 Sq.mts	40 Sq.mts	
7	Store Room – II (For Inflammable chemicals)	1 Area 20 Sq.mts		

* Not required if computer simulated software are available.

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

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

4. Administration Area:

Sl. No	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms, in area	Available		Remarks / Deficiency
				No.	Area in Sq .mts	
1	Principal's Chamber	01	30 Sq .mts	01	46	
2	Office – I - Including Confidential Room	01	40 Sq mts	01	48.49	
3	Staff / Faculty Rooms for D. Pharm course	01	30 Sq mts	01	44	
4	Library with computer and reprographic facilities	01	100 Sq mts	01	120	
5	Museum	01	30 Sq mts (May be attached to the Pharmacognosy Lab)	01	30	
6	Auditorium / Multi Purpose Hall (Desirable)	01	250 – 300 seating capacity		350	
7	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	50		

5. 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	40 Sq.mts	1	44	
2	Boy's Common Room (Essential)	01	40 Sq.mts	1	44	
3	Toilet Blocks for Boys	01	25 Sq.mts	1	33.0	

4	Toilet Blocks for Girls	01	25 Sq.mts	1	33.0	
5	Canteen (Desirable)	01	100 Sq mts	1	100	
6	Drinking Water facility – Water Cooler (Essential).	01		1		
7	Boy’s Hostel (Desirable)	01	9 Sq .mts / Room Single occupancy	Nil	Nil	
8	Girl’s Hostel (Desirable)	01	9 Sq .mts / Room (single occupancy) 20 SqM / Room (triple occupancy)	Nil	Nil	
9	Power Backup Provision (Desirable)	01		1	5 KVA	

6. Computer and other Facilities:

Name	Required	Available		Remarks of the Inspectors
		No.	Area in Sq. mts	
Computer (Latest Configuration)	1 system for every 10 students	30	-	
Printers	1 printer for every 10 computers	3	-	
Multi Media Projector	01	1	-	
Generator (5KVA)	01	1	-	

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	Nil		Not Available	
Staff quarters	16 x 80 Sq. mts	Nil		Not Available	
Parking Area for staff and students		Available		Available	
Bank Extension Counter		Nil	Nil	Not Available	
Co operative Stores		Nil	Nil	Not Available	
Guest House	80 Sq. mts	Nil	Nil	Not Available	
Transport Facilities for students		11 Own Buses	Available	Available	
Medical Facility (First Aid)		Available		Available	

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
				Title	Numbers	
1	Number of books	75	750 adequate coverage of a large number of standard text books and titles in all	79	750	

			disciplines of pharmacy			
2	Annual addition of books		75 books per year			
3	Periodicals Hard copies / online		06 National Journals 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.	06	6 National	
4	Library Timings - Every working day 10.00AM-12.30PM/ 1.00PM-4.30PM					

8.B. Subject wise Classification:

Sl. No	Subject	Available		Remarks of the Inspectors
		Titles	Numbers	
1	Pharmaceutics – I	11	83	
2	Pharmaceutical Chemistry – I	06	78	
3	Pharmacognosy	06	55	
4	Biochemistry and Clinical Pathology	07	44	
5	Human Anatomy and Physiology	08	56	
6	Health Education and Community Pharmacy	09	51	
7	Pharmaceutics – II	08	81	
8	Pharmaceutical Chemistry – II	08	82	
9	Pharmacology and Toxicology	07	74	
10	Pharmaceutical Jurisprudence	03	36	
11	Drug Store and Business Management	03	42	
12	Hospital and Clinical Pharmacy	03	68	

8. C. Library Staff:

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

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

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. Date of Commencement of session / sessions:

Session (2017-2018)	Semester	Commencement	Completion

3. Vacation for D. Pharm:

Summer: 15 day

Winter: 15

4. Total No. of working days for D. Pharm:

Minimum 90 Days As per University norms

5. Time Table copy Enclosed

Time Table for I and II D. Pharm Enclosed Yes

6. Whether the prescribed numbers of classes are being conducted as per PCI norms for D.PHARM

Class/Subject	Theory		Practicals				Remark 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	
I D. Pharm							
Pharmaceutics – I	75		100		25		
Pharmaceutical Chemistry – I	75		75		25		
Pharmacognosy	75		75		25		
Biochemistry and Clinical Pathology	50		75		25		
Human Anatomy and Physiology	75		50		25		
Health Education and Community Pharmacy	50		----		----		
II D. Pharm							
Pharmaceutics – II	75		100		25		
Pharmaceutical Chemistry – II	100		75		25		
Pharmacology and Toxicology	75		50		25		
Pharmaceutical Jurisprudence	50		----		-----		

Drug Store and Business Management	75		----		----		
Hospital and Clinical Pharmacy	75		50		25		

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

Yes No

8. Whether Evaluation of the internal assessments is Fair

Yes No

Academic Year	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 %		Remark of the Inspectors
		Th	Pr	Th	Pr	Th	Pr	Th	Pr	
I D. Pharm)		NA	NA	NA	NA	NA	NA	NA	NA	NA
		NA	NA	NA	NA	NA	NA	NA	NA	NA
II D. Pharm		NA	NA	NA	NA	NA	NA	NA	NA	NA
		NA	NA	NA	NA	NA	NA	NA	NA	NA

9. Work load of Faculty members for D. Pharm

Year 2017-18:- Year I

Sl. No	Name of the Faculty	Subjects taught	D. Pharm I		D. PharmII		Total work load per week
			Th	Pr	Th	Pr	
1.	Mr. Arjun Patidar	Pharmaceutics -I	03	06			09
2.	Dr. Vimukta Sharma	Pharma. Chemistry-I	04	06			10
3.	Mr. Pawandeep Shukla	Pharmacognosy	03	06			09
4.	Ms. Sayyed Mohsina	Biochemistry & Clinical Pathology	04	06			10
5.	Mr. Azharuddin Shaikh	1)HAP 2)Health Edu. & Community Pharmacy	06	06			12

PART IV - PERSONNEL

TEACHING STAFF:

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

Sr. 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			
1	Dr. Vimukta Sharma	Principal	PhD	17/08/2007		20.0	44169		
2	Mr. Pawandeep Shukla	Asst. Prof.	M. Pharm.	12/05/2014		8	22371		
3	Mr. Arjun Patidar	Asst. Prof.	M. Pharm.	20/09/2010		8	18531		
4	Ms. Mohsina Sayyed	Asst. Prof.	M.Pharm	21/08/2014		3	31950		
5	Mr. Azaruddin Shaikh	Asst. Prof.	M. Pharm.	07/11/2016		0.9	45681		

2. Qualification and Number of Staff Members (Number of staff members required: 07)

Qualification			
B. Pharm	M. Pharm	PhD	Others - Full Time
0	04	01	--

3. Details of Faculty Retention for:

Name of Faculty Member	Period	%
	Duration of 15 yrs. and above	Not applicable
	Duration of 10 yrs. and above	Not applicable
1. Dr. Vimukta Sharma 2. Mr. Pawandeep Shukla 3. Mr. Arjun Patidar	Duration of 5 yrs. and above	60.0%
1. Ms. Mohsina Sayyed 2. Mr. Azaruddin Shaikh	Less than 5 yrs	40.0%

4. Detail of Faculty Turnover:

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
	% of faculty retained in last 3 yrs				
1. Dr. Vimukta Sharma	2017-18				0%
2. Mr. Pawandeep Shukla					
3. Mr. Arjun Patidar					
4. Ms. Mohsina Sayyed					
5. Mr. Azaruddin Shaikh					

5. Number of Non-teaching staff available for D. Pharm course for intake of 60 Students:

Sl. No	Designation	Required	Required Qualification	Available		Remarks of the Inspection team
				Number	Qualification	
1	Laboratory Technician	2	D. Pharm	03	D. Pharm/ BSc	
2	Laboratory Assistants / Attenders	4	SSLC	04	SSLC	
3	Office Superintendent	1	Degree	1	M.Com	
4	Accountant cum Clark	1	Degree	1	M.Com	
5	Store keeper	1	D. Pharm/ Degree	1	D. Pharm	
6	Computer Data Operator	1	10+2 with computer training	1	BCA	
7	Peon	2	SSLC	2	SSLC	
8	Cleaning personnel	4	---	4		
9	Gardener	1	---	1		

6. Scale of pay for teaching faculty:

S. No.	Name	Qualification	Designation	Basic Pay Rs.	D A R s.	HRA Rs.	CCA Rs.	Other allowance Rs.	Deductions			Bank A/C No.	PAN No.	EPF A/c No.	Total	Sign
									PT	TDS	EPF					
1	Dr. Vimukta Sharma	M.Pharma PhD.	Professor (Principal)	39750		19875	7950	11925	208			289200040014 1298	AGDPS81 70L		79500	
2	Mr.Pawandeep Shukla	M. Pharma	Asst. Prof.	11300		5750	2260	3390	208			740200040000 0771	DMNPS99 0G		22600	
3	Mr. Arjun Patidar	M. Pharma	Asst. Prof.	13600		6800	3400	3780	208			289200040014 1137	BIAPP717 8R		27200	
4	Ms. Mohsina Sayyed	M. Pharma	Asst. Prof.	6500		3250	1300	1950	208			650700150000 2903	AXMPC9 660M		13000	
5	Mr. Azaruddin Shaikh	M.Pharma	Asst. Prof.	13225		6613	2645	3968	208			20127381663	GAEPS884 5F		26450	

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

(Inspectors to verify documents pertaining to the above)

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

(Inspectors to verify documents pertaining to the above)

9. Scope for the promotion for faculty: Promotions

Yes

YES

No

10. Gratuity Provided

Yes

YES

No

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

S. No	Name	Designation	Qualification	Date of Joining	Experience (Years)	Signature	Remarks of the Inspectors
1	Mr. Kamlesh Pathak	Lab. Tech.	D.Pharm	03/11/2008	6.8		
2	Mr. Rakesh Singh	Lab. Tech	D.Pharma	01/07/2009	6.0		
3	Mrs.Rashmi Saran	Lab. Tech	B.Sc	02/02/2015	00		
4	Mr.Krishnakant Tiwari	Lab. Tech	Msc	01/11/2013	01		
5	Mr. Anklesh Singh	Store Keeper	D. Pharm	23/09/2007	7.8		
5	Mr. Rajendra Solanki	Computer Data Operator	BCA	16/05/2011	2.2		
6	Mr. Pradeep Sharma	Office Sup.	B.Com	10/04/2007	6.3		
7	Mr. M.L. Saini	Accountant	M. Com	20/09/2012	5.0		
8	Mr.Pramod sangle	Office staff I	B. Com	01/10/2013	4.2		
9	Ms.Aparna Dubey	Office staff II	M.Com	07/04/2014	3.8		
10	Mr. Alkesh Vishwkarma	Office staff II	B.Com	10/06/2014	0.2		
11	Mr. Ravindra Patil	Lab. Attender	12 th	01/07/2011	4.0		
12	Mr. Vijay Sharma	Lab. Attender	10 th	01/01/2012	1.8		
13	Mr. Sonu Sharma	Lab. Attender	10 th	01/08/2011	3.0		
14	Mr. Pankaj Sharma	Lab. Attender	10 th	15/08/2008	5.0		
15	Mr. Mukesh Kushwaha	Peon	10 th	01/09/2013	1.10		
16	Mr. Pankaj Pure	Peon	10 th	13/07/2010	5.0		
17	Mrs. Durga Rathore	Cleaning personnel	---	06/03/2009	5.5		
18	Mrs. Tejabai Bidwan	Cleaning personnel	----	06/03/2009	5.5		
19	Mrs. Neelu Singh	Cleaning personnel	-----	01/05/2009	5.3		
20	Mr. Mukesh Singh	Gardener	-----	01/05/2009	5.3		
21	Mr. Akhlesh Singh	Gardener	-----	01/05/2009	5.3		
22	Mr. Vijay Singh	Gardener	-----	08/07/2011	3.0		
23	Mr. Madanlal Kumawat	Gardener	-----	03/09/2011	3.0		

15. Whether Supporting Staff (Technical and Administrative) are encouraged for skill up gradation programs. Yes/ No
YES

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.	Acquaintance 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	Under process		

PART - VI

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

Sl	Expenditure in Lacks (2013-14)			Expenditure in Lacks (2014-15)			Expenditure in Lacks (2015-16)			Remarks of the Inspectors*
No.	Total budget sanctioned (In lacks)	Recurring (In lacks)	Non Recurring (In lacks)	Total budget sanctioned (In lacks)	Recurring (In lacks)	Non Returning (In lacks)	Total budget sanctioned	Recurring	Non Returning	
1	2298044	2245385	52659	150235	101500	48735	270565	228186	42379	

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

Sl	Expenditure in Lacks (2013-14)			Expenditure in Lacks (2014-15)			Expenditure in Lacks (2015-16)			Remarks of the Inspectors*
No.	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
1	Chemicals	56459	56459	Chemicals	42379	42379	Chemicals,	55967	55967	
2	Glassware	-	-	Glassware	23331	23331	Glassware	22944	22944	

3. Total amount spent on Equipments for the past three years:

Sl	Expenditure in Lacks (2013-14)			Expenditure in Lacks (2014-15)			Expenditure in Lacks (2015-16)			Remarks of the Inspectors*
No.	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
1	Equipments	-	-	Equipments	112989	112989	Equipments	59439	59439	

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

Sl No.	Expenditure in Lacks (2013-14)			Expenditure in Lacks (2014-15)			Expenditure in Lacks (2015-16)			Remarks of the Inspectors*
	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
1.	Books	37155	37155	Books	30927	3097	Books	48590	48590	
2.	Journals	25200	25200	Journals	48650	48650	Journals	50350	50350	

*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 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 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 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 bacteria proof filtration (four different grades)	Adequate	Adequate	Yes	

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26	Millipore filter (3 grades)	Adequate	Adequate	
27	Autoclave*	01	01	
28	Hot air sterilizer	01	01	
29	Incubator	01	01	
30	Aseptic cabinet	01	01	
31	Ampoule clarity test equipment*	01	01	
32	Blender	01	01	
33	Sieves set (Pharmacopoeial standard)*	02	02	
34	Lab Centrifuge	01	01	
35	Ointment slab	Adequate	Adequate	
36	Ointment spatula	Adequate	Adequate	
37	Pestle and mortar porcelain	Adequate	Adequate	
38	Pestle and mortar glass	Adequate	Adequate	
39	Suppository moulds of three sizes	Adequate	Adequate	
40	Refrigerator	01	01	

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

PHARMACEUTICAL CHEMISTRY

Equipment:

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

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

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PHYSIOLOGY & PHARMACOLOGY LABORATORY**Equipment:**

Sl.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	01	01	Yes	
4	Sherington's rotating drum*	01	01	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	01	01	Yes	
10	Pole climbing apparatus*	01	01	Yes	
11	Histamine chamber	01	01	Yes	
12	Simple lever*	Adequate	Adequate	Yes	
13	Sterling heart lever*	Adequate	Adequate	Yes	
14	Aerator*	Adequate	Adequate	Yes	
15	Histological Slides	Adequate	Adequate	Yes	
16	Sphygmomanometer* (B.P. apparatus)	05	05	Yes Yes	
17	Stethoscope*	05	05	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	01	01	Yes	
22	Kymograph paper	Adequate	Adequate	Yes	
23	Actophotometer*	01	01	Yes	
24	Analgesiometer*	01	01	Yes	
25	Thermometer	Adequate	Adequate	Yes	
26	Plastic animal cage	Adequate	Adequate	Yes	
27	Double unit organ bath with thermostat	01	01	Yes	
28	Refrigerator	01	01	Yes	
29	Digital balance	01	01	Yes	
30	Charts	Adequate	Adequate	Yes	
31	Human skeleton*	01	01	Yes	

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32	Anatomical specimen (Heart, brain, eye,,ear,,reproductive system etc.,)*	01 set	01 set	Yes Yes	
33	Electro-convulsimeter*	01	01	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 number of glassware commonly used in the laboratory should be provided in each laboratory and department. and 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 number of glassware commonly used in the laboratory should be provided in each laboratory and 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 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 Yes Yes	
7	Filtration equipment	2	2	Yes	
8	Filling Machine	1	1	Yes	
9	Sealing Machine	1	1	Yes	

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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 Yes
13	Small disposable membrane filter for IV admixture filtration	Adequate	Adequate	Yes 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 number of glass ware 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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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