

PHARMACY COUNCIL OF INDIA

Standard Inspection Format (S.I.F) for institutions for starting of 1st year B. Pharm course as per
The Bachelor of Pharmacy (B.Pharm) Course Regulations,2014.

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

(SIF-B-2)

To be filled up by P.C.I.

To be filled up by inspectors

Inspection No. :

Date of Inspection:

FILE No. :

NAME OF THE INSPECTORS: 1.
(BLOCK LETTERS)

2.

PART 1

A - GENERAL INFORMATION

A – I .1 Name of the Institution: Complete Postal address: STD code Telephone No. Fax No. E-mail	Yenepoya Pharmacy College & Research Centre University Road, Deralakatte, Mangalore – 575 018 0824 220 4676/ 68/69/71, 2006000 0824 – 220 4667 ypcrc@yenepoya.edu.in
Year of starting of the course	2017 -18
Status of the course conducting body: Government / University / Autonomous / Aided / Private (Enclose copy of Registration documents of Society/Trust)	Yenepoya University (Copy of the Trust Deed enclosed as Annexure I)
A – I .2 Name, address of the Society/Trust/ Management (attach documentary evidence) STD Code: Telephone No: Fax No: E-mail Web Site:	Yenepoya University (Copy of the Trust Deed enclosed as Annexure I) 0824 220 4676/ 68/69/71, 2006000 0824 – 220 4667 reachus@yenepoya.org www.yenepoya.edu.in
A – I .3 Name, Designation and Address of person to be contacted by phone STD Code Telephone No Office Residence Mobile No. Fax No E-Mail	Dr B T Nandish Deputy Controller of Examinations 0824 220 4676/ 68/69/71, 2006000 9886313233 9886313233 0824 – 220 4667 nandi_bt@yahoo.co.uk
A – I .4 Name and Address of the Head of the Institution	Dr Mohammed Gulzar Ahmed Door No 864, 7 th cross Pension Mohalla Hassan -573201, Karnataka, India

A – I .5

FOR INSTITUTION SEEKING CONTINUATION OF APPROVAL

Signature of the Head of the Institution

Signature of the Inspectors

. Details of Affiliation Fee Paid

Name of the Course	Affiliation fee paid up to	Receipt No.	Dated	Remarks of the Inspectors
B.Pharm	2017-18 -Rs 1,00,000/- (Inspection fee)	DD No. 048587	22.08.2016	
	Rs 1,00,000/- (Affiliation fee)	DD No. 048588	22.08.2016	

(Inspection and affiliation fee paid details enclosed as Annexure II)

b. APPROVAL STATUS:

Name of the Course	Approved up to	In take Approved and Admitted	PCI	STATE GOVERNMENT	UNIVERSITY	Remarks of the Inspectors
B. Pharm	2017-18	Approval Letter No and Date	Applied	Applied	Approved	
		Approved Intake				
		Actually Admitted				

(Approval order from the University – Annexure III and Acknowledgement of Application to Govt. of Karnataka is enclosed as Annexure IV)

c. STATUS OF APPLICATION

Course	Extension of Approval		Increase in Intake of Seats		Remarks	
	Startin g of new instituti on	NA	NA		Current Intake	Proposed intake
B.Pharm	Startin g of new instituti on	NA	NA		NA	100

Note: University Application form enclosed

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

Signature of the Head of the Institution

Signature of the Inspectors

A – I. 6 a

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

**Examining Authority :
With complete postal
Address,**

**The Controller of Examination
Yenepoya University
University Road
Deralakatte, Mangalore - 575018**

Telephone No. and STD Code.

0824 - 2204667

Signature of the Head of the Institution

Signature of the Inspectors

B - DETAILS OF THE INSTITUTION

B -I .1 Name of the Principal			Dr Mohammed Gulzar Ahmed		
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	17 years	
	PhD	Yes	10 years, out of which at least 05 years as Asst. Prof		

* Documentary evidence should be provided (Enclosed as Annexure IV)

B -I .2

For institution seeking continuation of affiliation

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

* Enclose Documents

B -I .3

Status of Governing Council:	University
Details of the Governing Body	Enclosed (Annexure VI)
Minutes of the last Governing Council Meeting	Enclosed (Annexure VI)

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- Not Applicable

ACADEMIC YEAR	Year 200-	Year 200-	Year 200-
Sanctioned			
No. of Admissions			
Unfilled Seats			
No. of Excess Admissions			

Signature of the Head of the Institution

Signature of the Inspectors

B –I .6

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

ACADEMIC YEAR	Year 200-	Year 200-	Year 200-
1st year	NA	NA	NA
2nd year			
3rd year			
Final year			
Pass % (Final Year)			

B – II

Co – Curricular Activities / Sports Activities – Not Applicable

Whether college has NSS Unit (Yes/No)? If no give reasons	
NSS Programme Officer's Name	
Programme conducted (mention details)	
Whether students participating in University level cultural activities / Co- curricular/sports activities	Yes/No
Physical Instructor	Available / Not available
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 – Trust

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		CAPITAL EXPENDITURE			
2.	Tuition Fee	45,00,000.00	1.	Building	30,00,000.00	
3.	Library Fee	1,20,000.00	2.	Equipment	15,00,000.00	
4.	Sports Fee	62,000.00	3.	Others	5,00,000.00	
5.	Union Fee	10,000.00	REVENUE EXPENDITURE			
6.	Others	30,000.00	1	Salary	31,20,000.00	
			2.	MAINTENANCE EXPENDITURE		
				i	College	10,00,000.00
				ii	Others	5,00,000.00
			3.	University Fee (If any)	1,00,000.00	
	Deficit	5,89,8000.00	4.	Apex Bodies Fee	50,000.00	
			5.	Government Fee	50,000.00	
			6.	Deposit held by the College	5,00,000.00	
			7.	Others	2,00,000.00	
			8.	Misc.Expenditure	1,00,000.00	
	Total	47,22,000.00	Total		1,06,20,000.00	

Note: Enclose relevant documents

(Balance sheet of Yenepoya University enclosed as Annexure VII)

Signature of the Head of the Institution

Signature of the Inspectors

PART- II PHYSICAL INFRASTRUCTURE

1. a. Availability of Land (B. Pharm courses) : **✓ Available / ~~Not Available~~**
 a) 2.5 acres District HQ/Corporation/Municipality limit
 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 : Lease deed enclosed as Annexure VIII
 d. Building[†]:
 i) Approved Building plan, to be Enclosed : Building plan enclosed as Annexure VIII
 e. Total Built Area of the college building in Sq.mts : Built up Area

3728 sq m

 Amenities and Circulation Area

3500 sq m

2. Class rooms:

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

Class	Required Nos	Available Nos	Required Area * for each class room	Available Area in Sq.mts	Remarks of the Inspectors
B. Pharm	04	02	90 Sq. mts each (Desirable) 75 Sq. mts each (Essential)	180 sq mts	

(*To accommodate 60 students).

3. Laboratory requirement at the end of 4 Years

Sl. No.	Infrastructure for	Requirement as per Norms	Available No. & Area in Sq mts	Remarks/ Deficiency
1	Laboratory Area for B.Pharm Course (12 Labs)	90 Sq .mts x n (n=10) - Including Preparation room - Desirable 75 Sq. mts - Essential	5 x 90 450 sq mts	
2	Pharmaceutics Pharmaceutical Chemistry Pharmaceutical Analysis Pharmacology Pharmacognosy Pharmaceutical Biotechnology (Including Aseptic Room) Total no. Laboratories for B.Pharm course	03 Laboratories 02 Laboratories 1 Laboratory 2 Laboratories 01 Laboratories 01 Laboratory 10 Laboratories *	1 2 1 1 	
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)	3 30 sq mts	
4	Area of the Machine Room	80-100 Sq.mts	1 -100 sq	
5	Central Instrumentation Room	80 Sq.mts with A/ C	1 - 80	
6	Store Room – I	1 (Area 100 Sq mts)	1 - 100	
7	Store Room - II (For Inflammable chemicals)	1 (Area 20 Sq mts)	1 - 20	

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

Signature of the Head of the Institution

Signature of the Inspectors

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

1. All the Laboratories should be well lit & ventilated
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	30	
2	Office – I - Establishment	01	60 Sq. mts	01	60	
3	Office – II - Academics					
4	Confidential Room					

5. Staff Facilities:

Sl. No.	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms, in area	Available		Remarks/ Deficiency
				No.	Area in Sq mts	
1	HODs for B.Pharm Course	Minimum 4	20 Sq mts x 4	1	20 sq mts	
2	Faculty Rooms for B.Pharm course		10 Sq mts x n (n=No of teachers)	6 x 10	60 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 s mts	
2	Library	01	150 Sq mts	01	150 smts	
3	Museum	01	50 Sq mts (May be attached to the Pharmacognosy lab)	01	50 sq mts	
4	Auditorium / Multi Purpose Hall (Desirable)	01	250 – 300 seating capacity	Available		
5	Seminar Hall	01		Available		
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	Available		

Signature of the Head of the Institution

Signature of the Inspectors

7. Student Facilities:

Sl. No.	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms, in area	Available		Remarks/ Deficiency
				No.	Area in Sq.mts	
1	Girl's Common Room (Essential)	01	60 Sq.mts	01	60 sq mts	
2	Boy's Common Room (Essential)	01	60 Sq.mts	01	60 sq mts	
3	Toilet Blocks for Boys	01	24 Sq.mts	01	24 sq mts	
4	Toilet Blocks for Girls	01	24 Sq.mts	01	24 sq mts	
5	Drinking Water facility – Water Cooler (Essential).	01		01		
6	Boy's Hostel (Desirable)	01	9 Sq .mts / Room Single occupancy	Available		
7	Girl's Hostel (Desirable)	01	9 Sq .mts / Room (single occupancy) 20 Sq mts / Room (triple occupancy)	Available		
8	Power Backup Provision (Desirable)	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	75 sq mts	
Computer (Latest Configuration)	1 system for every 10 students	10		
Printers	1 printer for every 10 computers	2		
Multi Media Projector	01	01		
Generator (5KVA)	01	01		

Signature of the Head of the Institution

Signature of the Inspectors

9. Amenities (Desirable)

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

10. A. Library books and periodicals

The minimum norms for the initial stock of books, yearly addition of the books and the number of journals to be subscribed are as given below:

Sl. No.	Item	Titles (No)	Minimum Volumes (No)	Available		Remarks of the Inspectors
				Title	Numbers	
1	Number of books	150	1500 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	Attached as Annexure XI		
2	Annual addition of books		100 to 150 books per year			
3	Periodicals Hard copies / online		10 National 05 International periodicals	Attached as Annexure XI		
4	CDS		Adequate Nos			
5	Internet Browsing Facility		Yes/No (Minimum ten computers)	Yes		
6	Reprographic Facilities: Photo Copier Fax Scanner		01 01 01	01 01 01		
7	Library Automation and Computerized System - Yes					
8	Library Timings - 9:00 am to 12 midnight					

10.B. Library Staff: Applications for these post have been called for – in process

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

Signature of the Head of the Institution

Signature of the Inspectors

PART III ACADEMIC REQUIREMENTS

Course Curriculum:

Not Applicable

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

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

2. Scheme of B. Pharm Course: Annual

3. Date of Commencement of session / sessions:

Commencement	Completion
DD/MM/YY	DD/MM/YY

4. Vacation: Summer: No of Days Winter: No of Days

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

I B. Pharm:

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

II B. Pharm:

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

III B. Pharm:

Signature of the Head of the Institution

Signature of the Inspectors

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						

IV B. Pharm:

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						

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

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

Three years.

A.

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

B. Papers Presented / Published during last three years

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

Signature of the Head of the Institution

Signature of the Inspectors

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

Yes No

Class	I Sessional Dates DD/MM/YY		II Sessional Dates DD/MM/YY		III Sessional Dates DD/MM/YY		Remarks of the Inspectors
	Theory	Practicals	Theory	Practicals	Theory	Practicals	
I B. Pharm							
II B. Pharm							
III B. Pharm							
IV B. Pharm							

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									
II B. Pharm									
III B. Pharm									
IV B. Pharm									

12. Work load of Faculty members for B. Pharm

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

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

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

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	
Industrial Tour	
Industrial Training	
No. of Resource Persons from the Industry for Guest Lectures	
No. of Collaboration projects with Industry	

Signature of the Head of the Institution

Signature of the Inspectors

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

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)**

Yes	No
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Signature of the Head of the Institution

Signature of the Inspectors

PART IV - PERSONNEL

TEACHING STAFF:
Application for the
Teaching staff called
for and will be
appointed before
inspection

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			

2. Qualification and number of Staff Members

Qualification		
M. Pharm	PhD	Others - Full Time

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		1		1	
Pharmaceutical Chemistry	1	01	2		3		4	
Pharmaceutical Analysis	1	01	--		-		1	
Pharmacology	1	01	2		3		4	
Pharmacognosy	1	01	2		3		3	
Pharmaceutics	1	01	2		3		4	
Total	6	03	9		13		17	
Part time teaching Staff	3	03	-		-		-	
Remarks of the Inspection Team								

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

Ratio of staff - Prof. (2): Asst. Prof. (2): Lecturer (2)

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

Professor: Asst. Professor: Lecturer

Signature of the Head of the Institution

Signature of the Inspectors

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		
Department of Pharmaceutical Chemistry (Including Pharmaceutical Analysis)	Professor	1		
	Asst. Professor	1		
	Lecturer	3		
Department of Pharmacology	Professor	1		
	Asst. Professor	1		
	Lecturer	2		
Department of Pharmacognosy	Professor	1		
	Asst. Professor	1		
	Lecturer	1		

5. Selection criteria and Recruitment Procedure for Faculty:

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

6. Details of Faculty Retention for: Not Applicable

Name of Faculty Member	Period	%
	Duration of 15 yrs. and above	
	Duration of 10 yrs. and above	
	Duration of 5 yrs. and above	
	Less than 5 yrs.	

7. Details of Faculty Turnover: Not Applicable

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
	% of faculty retained in last 3 yrs				

Signature of the Head of the Institution

Signature of the Inspectors

8. Number of Non-teaching staff available for B. Pharm course for intake of 60 Students: Attached as Annexure XI and for the rest the process is underway

Sl. No.	Designation	Required (Minimum)	Required Qualification	Available		Remarks of the Inspection team
				Number	Qualification	
1	Laboratory Technician	1 for each Dept	D. Pharm	04		
2	Laboratory Assistants / Attenders	1 for each Lab (minimum)	SSLC	05		
3	Office Superintendent	1	Degree	01		
4	Accountant	1	Degree	00		
5	Store keeper	1	D. Pharm/ Degree	01		
6	Computer Data Operator	1	BCA / Graduate with Computer Course	01		
7	Office Staff I	1	Degree	01		
8	Office Staff II	2	Degree	01		
9	Peon	2	SSLC	01		
10	Cleaning personnel	Adequate	---	Adequ		
11	Gardener	Adequate	---	Adequ		

Signature of the Head of the Institution

Signature of the Inspectors

9. Scale of pay for Teaching faculty (to be enclosed): Not Applicable

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

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

(Inspectors to verify documents pertaining to the above)

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

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

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

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

Signature of the Head of the Institution

Signature of the Inspectors

PART V - DOCUMENTATION

Records Maintained: Essential - Not Applicable

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.	Log book 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			

Signature of the Head of the Institution

Signature of the Inspectors

PART - VI

**1. Financial Resource allocation and utilization for the past three years: Not applicable
(Audited Accounts for previous year to be enclosed)**

SI	Expenditure in Rs.			Expenditure in Rs.			Expenditure in Rs			Remarks of the Inspectors*	
	No.	Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Returning	Total budget sanctioned	Recurring		Non Returning

2. Total amount spent on chemicals and glassware for the past three years: Not applicable

SI	Expenditure in Rs.			Expenditure in Rs.			Expenditure in Rs			Remarks of the Inspectors*	
	No.	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned		Incurred
	Chemicals				Chemicals				Chemicals		
	Glassware				Glassware				Glassware		

**3. Total amount spent on equipments for the past three years: Not applicable
(Enclose purchase invoice)**

SI	Expenditure in Rs.			Expenditure in Rs.			Expenditure in Rs			Remarks of the Inspectors*	
	No.	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned		Incurred
	Equipment				Equipment				Equipment		

Signature of the Head of the Institution

Signature of the Inspectors

4. Total amount spent on Books and Journals for the past three years: Not applicable

Sl No.	Expenditure in Rs.			Expenditure in Rs.			Expenditure in Rs			Remarks of the Inspectors*
	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
1	Books			Books			Books			
2	Journals			Journals			Journals			

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

Signature of the Head of the Institution

Signature of the Inspectors

PART VII – EQUIPMENT AND APPARATUS

Department wise list of minimum equipments required for B. Pharm (for a batch of 20 students)

: Annexure X enclosed for List of equipment ordered

DEPARTMENT OF PHARMACOLOGY

Equipment:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Microscopes	15			
2	Haemocytometer with Micropipettes	20			
3	Sahli's haemocytometer	20			
4	Hutchinson's spirometer	01			
5	Spygmomanometer	05			
6	Stethoscope	05			
7	Permanent Slides for various tissues	One pair of each tissue Organs and endocrine glands One slide of each organ system	One pair of each tissue		
8	Models for various organs	One model of each organ system	One model		
9	Specimen for various organs and systems	One model for each organ system	One model for		
10	Skeleton and bones	One set of skeleton and one spare bone	One set of skeleton		
11	Different Contraceptive Devices and Models	One set of each device	One set		
12	Muscle electrodes	01	-		
13	Lucas moist chamber	01	-		
14	Myographic lever	01	-		
15	Stimulator	01	-		
16	Centrifuge	01	01		
17	Digital Balance	01	01		
18	Physical /Chemical Balance	01	01		
19	Sherrington's Kymograph Machine / Polyrite	10	-		

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

Apparatus:

Sl. No.	Name	Minimum required No.s	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Folin-Wu tubes	60	40		
2	Dissection Tray and Boards	10	10		
3	Haemostatic artery forceps	10	10		
4	Hypodermic syringes and needles of size 15,24,26G	10	10		
5	Levers, cannulae	20	20		

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		
2	Digital Balance	02	02		
3	Autoclave	02	01		
4	Hot air oven	02	01		

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5	B.O.D.incubator	01	-		
6	Refrigerator	01	1		
7	Laminar air flow	01	-		
8	Colony counter	02	-		
9	Zone reader	01	-		
10	Digital pH meter	01	1		
11	Sterility testing unit	01	-		
12	Camera Lucida	15	15		
13	Eye piece micrometer	15	15		
14	Incinerator	01	-		
15	Moisture balance	01	1		
16	Heating mantle	15	10		
17	Flourimeter	01	1		
18	Vacuum pump	02	1		
19	Micropipettes (Single and multi channeled)	02	-		
20	Micro Centrifuge	01	1		
21	Projection Microscope	01	1		

Apparatus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Reflux flask with condenser	20	10		
2	Water bath	20	10		
3	Clavengers apparatus	10	2		
4	Soxhlet apparatus	10	5		
6	TLC chamber and sprayer	10	2		
7	Distillation unit	01	1		

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DEPARTMENT OF PHARMACEUTICAL CHEMISTRY

Equipment:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Hot plates	05	2		
2	Oven	03	1		
3	Refrigerator	01	1		

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4	Analytical Balances for demonstration	05	5		
5	Digital balance 10mg sensitivity	10	5		
6	Digital Balance (1mg sensitivity)	01	1		
7	Suction pumps	06	2		
8	Muffle Furnace	01	1		
9	Mechanical Stirrers	10	5		
10	Magnetic Stirrers with Thermostat	10	5		
11	Vacuum Pump	01	1		
12	Digital pH meter	01	1		
13	Microwave Oven	02	1		

Apparatus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Distillation Unit	02	2		
2	Reflux flask and condenser single necked	20	10		
3	Reflux flask and condenser double / triple necked	20	2		
4	Burettes	40	30		
5	Arsenic Limit Test Apparatus	20	20		
6	Nessler's Cylinders	40	50		

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DEPARTMENT OF PHARMACEUTICS

Equipment:

Sl. No.	Name	Minimum Required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Mechanical stirrers	10	5		
2	Homogenizer	05	1		
3	Digital balance	05	2		
4	Microscopes	05	5		
5	Stage and eye piece micrometers	05	5		
6	Brookfield's viscometer	01	-		
7	Tray dryer	01	1		
8	Ball mill	01	1		

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9	Sieve shaker with sieve set	01	1		
10	Double cone blender	01	1		
11	Propeller type mechanical agitator	05	--		
12	Autoclave	01	1		
13	Steam distillation still	01	1		
14	Vacuum Pump	01	1		
15	Standard sieves, sieve no. 8, 10, 12,22,24, 44, 66, 80	10 sets	2sets		
16	Tablet punching machine	01	1		
17	Capsule filling machine	01	1		
18	Ampoule washing machine	01	1		
19	Ampoule filling and sealing machine	01	1		
20	Tablet disintegration test apparatus IP	01	1		
21	Tablet dissolution test apparatus IP	01	1		
22	Monsanto's hardness tester	01	1		
23	Pfizer type hardness tester	01	1		
24	Friability test apparatus	01	1		
25	Clarity test apparatus	01	1		
26	Ointment filling machine	01	1		
27	Collapsible tube crimping machine	01	1		
28	Tablet coating pan	01	1		
29	Magnetic stirrer, 500ml and 1 liter capacity with speed control	05 EACH 10	5		
30	Digital pH meter	01	1		
31	All purpose equipment with all accessories	01	-		
32	Aseptic Cabinet	01	1		
33	BOD Incubator	02	1		
34	Bottle washing Machine	01	1		
35	Bottle Sealing Machine	01	1		
36	Bulk Density Apparatus	02	1		
37	Conical Percolator (glass/ copper/ stainless steel)	10	10		
38	Capsule Counter	02	2		
39	Energy meter	02	-		
40	Hot Plate	02	2		

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41	Humidity Control Oven	01	-		
42	Liquid Filling Machine	01	1		
43	Mechanical stirrer with speed regulator	02	2		
44	Precision Melting point Apparatus	01	1		
45	Distillation Unit	01	1		

Apparatus:

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

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PHARMACEUTICAL BIOTECHNOLOGY

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Orbital shaker incubator	01	-		
2	Lyophilizer (Desirable)	01	-		
3	Gel Electrophoresis (Vertical and Horizontal)	01	-		
4	Phase contrast/Trinocular Microscope	01	-		
5	Refrigerated Centrifuge	01	-		
6	Fermenters of different capacity (Desirable)	01	--		
7	Tissue culture station	01	---		
8	Laminar airflow unit	01	-		

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9	Diagnostic kits to identify infectious Agents	01	-		
10	Rheometer	01	-		
11	Viscometer	01	1		
12	Micropipettes (single and multi channeled)	01 each	-		
13	Sonicator	01	-		
14	Respinometer	01	-		
15	BOD Incubator	01	-		
16	Paper Electrophoresis Unit	01	-		
17	Micro Centrifuge	01	-		
18	Incubator water bath	01	-		
19	Autoclave	01	1		
20	Refrigerator	01	1		
21	Filtration Assembly	01	-		
22	Digital pH meter	01	1		

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CENTRAL INSTRUMENTATION ROOM:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Colorimeter	01	1		
2	Digital pH meter	01	1		
3	UV- Visible Spectrophotometer	01	1		
4	Flourimeter	01	-		
5	Digital Balance (1mg sensitivity)	01	1		
6	Nephelo Turbidity meter	01	1		
7	Flame Photometer	01	1		
8	Potentiometer	01	1		
9	Conductivity meter	01	1		
10	Fourier Transform Infra Red Spectrometer (Desirable)	01	-		
11	HPLC	01	-		
12	HPTLC (Desirable)	01	-		

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

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Observation of the Inspectors:

Compliance of the last recommendations by Inspectors

Specific observations if not complied

Signature of Inspectors:

1.

2.

Note:

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

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Signature of the Inspectors

