

PHARMACY COUNCIL OF INDIA

Standard Inspection Format (S.I.F) for institutions conducting B. Pharm for 100 adms.

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

(SIF-B-1)

To be filled up by P.C.I.

To be filled up by inspectors

Inspection No. :

Date of Inspection:

FILE No. :

**NAME OF THE INSPECTORS: 1.
(BLOCK LETTERS)**

2.

PART – I

A - GENERAL INFORMATION

A – I.1 Name of the Institution: Complete Postal address: STD code Telephone No. Fax No. E-mail	CHAITANYA COLLEGE OF PHARMACY DEVARAJUGATTU(V), PEDDARAVEEDU(MD), PRAKASAM (DT), ANDHRAPRADESH. 9440266134, 9966958494 pharmacychaitanya@gmail.com
Year of starting of the course	2009
Status of the course conducting body: Government / University / Autonomous / Aided / Private (Enclose copy of Registration documents of Society/Trust)	Society
A – I.2 Name, address of the Society/Trust/ Management (attach documentary evidence) STD Code: Telephone No: Fax No: E-mail Web Site:	VHR educational society 9966958494 pharmacychaitanya@gmail.com www.vhreducational.society.com
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	V.Hanumareddy secretary/ correspondent D.no:10-1064-2-38G, javaharnagar colony, markapuram, prakasam(DT), A.P. 9966958494,9440266134 vennahreddy@gmail.com
A – I.4 Name and Address of the Head of the Institution	Dr.S.N. Sriharsha Vidyanagar,Markapur, Prakasam Dist.
A – I.4 a) Whether the Jan Aushadhi Medical Store has been opened by your institution	Yes / No ✓ (Please tick (✓) the relevant portion)

Signature of the Head of the Institution

Signature of the Inspectors

A –I. 5

FOR INSTITUTION SEEKING CONTINUATION OF APPROVAL

a. Details of Affiliation Fee Paid

Name of the Course	Affiliation Fee paid up to	Receipt No	Dated	Remarks of the Inspectors
B. Pharm	2017-18	826839	01/08/2017	

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	--	G.O.Rt No:84 Dt: 24/07/2009	B1/Affi- new/chaitanyaCP- 8C/2009-10	
		Approved Intake	60	60	120	
		Actually Admitted	70	51	65	

c. STATUS OF APPLICATION

COURSES INSPECTED FOR						
Faculty / Subject	Extension of Approval		Increase in Intake of Seats		Remarks	
	Yes ✓	No	Yes ✓	No	Current Intake	Proposed increase in Intake
B. Pharm	Yes ✓	No	Yes ✓	No	60	100

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 No

A – I. 6 a

Status of the Pharmacy Course:	
Independent Building	YES
Wing of another college	NO
Separate Campus	YES
Multi Institutional Campus	NO

Examining Authority : The Registrar, Jawaharlal Nehru technological university,
With complete postal Address, Kakinada, east Godavari, AP
Telephone No. and STD Code.

Signature of the Head of the Institution

Signature of the Inspectors

B - DETAILS OF THE INSTITUTION

B -I .1 Name of the Principal		DR.S.N. SRIHARSHA			
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	18	
	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 03 years*
B. Pharm	JUNE20 &21 2017	Report not yet recieved	--	

* Enclose Documents

B -I .3

Status of Governing Council:	Society
Details of the Governing Body	Enclosed
Minutes of the last Governing council Meeting	Enclosed

B -I .4

Pay Scales:

Staff	Scale of pay	PF	Gratuity	Pension benefit	Remarks of the Inspectors
Teaching Staff	AICTE /UGC/State Govt. Yes	Yes	No	No	
Non- Teaching Staff	State Government Yes	Yes	No	No	

B -I .5

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

ACADEMIC YEAR	Year 2015-16	Year 2016-17	Year 2017-18
Sanctioned	120	120	00
No. of Admissions	76	85	00
Unfilled Seats	44	35	00
No. of Excess Admissions	00	00	00

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 2015-16	Year 2016-17	Year 2017-18
1st year	65	20	0
2nd year	43	65	0
3rd year	68	45	0
Final year	25	65	0
Pass % (Final Year)	35	65	0

B – II

Co – Curricular Activities / Sports Activities

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

Signature of the Head of the Institution

Signature of the Inspectors

C - FINANCIAL STATUS OF THE INSTITUTION

Audited financial Statement of Institute should be furnished

C .1 Resources and funding agencies (give complete list)

C .2 Please provide following Information

Receipts			Expenditure			Remarks of the Inspectors
Sl. No.	Particulars	Amount	Sl. No.	Particulars	Amount	
1.	Grants a. Government b. Others	0.00 0.00	CAPITAL EXPENDITURE			
2.	Tuition Fee	2285500.00	1.	Building	45000.00	
3.	Library Fee	0.00	2.	Equipment	55000.00	
4.	Sports Fee	0.00	3.	Others	0.00	
5.	Union Fee	0.00	REVENUE EXPENDITURE			
6.	Others	4930500.00	1	Salary	386198.00	
			2.	MAINTENANCE EXPENDITURE		
				i	College	1467042.00
				ii	Others	0.00
			3.	University Fee (If any)	366500.00	
			4.	Apex Bodies Fee	0.00	
			5.	Government Fee	0.00	
			6.	Deposit held by the College	1500000.00	
			7.	Others	0.00	
			8.	Misc.Expenditure	20490.00	
			Total		7216000.00	
	Total	7216000	Total		7216000.00	

Note: Enclose relevant documents

Signature of the Head of the Institution

Signature of the Inspectors

PART- II PHYSICAL INFRASTRUCTURE

1. a. Availability of Land (B. Pharm courses) : **Available**
 a) 2.5 acres District HQ/Corporation/Municipality limit 12.1 acres
 b) 0.5 acre for City / Metros
- b. Building : **Own**
- c. Land Details to be in name of Trust and Society
 Records to be enclosed
 Sale deed : **Enclosed**
- d. Building[†]:
 i) Approved Building plan, to be Enclosed : **Enclosed**
- e. Total Built Area of the college building in Sq.mts : Built up Area

998 Sq.m

 Amenities and Circulation Area

1409 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	06	07	6 of 90 Sq. mts Or 4 of 150 sq.mts. with Public address System.	525	

(*To accommodate 100 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	10&880	
2	Pharmaceutics Pharmaceutical Chemistr y Pharmaceutical Anal ysis Pharmacology Pharmacognos y Pharmaceutical Biotechnology (Including Aseptic Room) Total no. Laboratories for B.Pharm course	03 Laboratories 02 Laboratories 01 Laborator y 02 Laboratories 01 Laboratories 01 Laborator y 10 Laboratories *	03&264 02&176 01&88 02&176 01&88 01&88	
3	Preparation Room for each lab (One room can be shared by two labs, if it is in between two labs)	10 sq mts (mi nimum)	80	
4	Area of the Machine Room	80-100 Sq.mts	1& 88	
5	Central Instrumentation Room	80 Sq.mts with A/ C	1 & 88	
6	Store Room – I	1 (Area 100 Sq mts)	1 & 80	
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	1	47	
2	Office – I - Establishment	01	60 Sq. mts	1	47	
3	Office – II - Academics			1		
4	Confidential Room			1		

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	4	80	
2	Faculty Rooms for B.Pharm course		10 Sq mts x n (n=No of teachers)		100	

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	1	80	
2	Library	01	150 Sq mts	1	150	
3	Museum	01	50 Sq mts (May be attached to the Pharmacognosy lab)	1	50	
4	Auditorium / Multi Purpose Hall (Desirable)	01	250 – 300 seating capacity	1	185	
5	Seminar Hall	01		1	100	
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	1	100	

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	1	75	
2	Boy's Common Room (Essential)	01	60 Sq.mts	1	75	
3	Toilet Blocks for Boys	01	24 Sq.mts	1	30	
4	Toilet Blocks for Girls	01	24 Sq.mts	1	30	
5	Drinking Water facility – Water Cooler (Essential).	01		1	01	
6	Boy's Hostel (Desirable)	01	9 Sq .mts / Room Single occupancy	----	----	
7	Girl's Hostel (Desirable)	01	9 Sq .mts / Room (single occupancy) 20 Sq mts / Room (triple occupancy)	----	----	
8	Power Backup Provision (Desirable)	01		1	01	

8. Computer and other Facilities:

Name	Required	Available		Remarks of the Inspectors
		No.	Area in Sq. mts	
Computer Room for B.Pharm Course	01 (Area 75 Sq mts)	01	75	
Computer (Latest Configuration)	1 system for every 10 students	25		
Printers	1 printer for every 10 computers	04		
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	00		Not Available	
Staff quarters	16 x 80 Sq. mts	00		Not Available	
Canteen	100 Sq. mts	01		Available	
Parking Area for staff and students		01		Available	
Bank Extension Counter		00		Not Available	
Co operative Stores		00		Not Available	
Guest House	80 Sq. mts	00		Not Available	
Transport Facilities for students		01		Available	
Medical Facility (First Aid)		01		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	2000 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	290	3583	
2	Annual addition of books		150 to 200 books per year	150	150	
3	Periodicals Hard copies / online		10 National 05 International periodicals	25	11	
4	CDS		Adequate Nos	3	3	
5	Internet Browsing Facility		Yes			
6	Reprographic Facilities: Photo Copier Fax Scanner		01 01 01			
7	Library Automation and Computerized System Available					
8	Library Timings		9:00AM-6:00PM			

10.B. Library Staff:

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

Signature of the Head of the Institution

Signature of the Inspectors

PART III ACADEMIC REQUIREMENTS

Course Curriculum:

1. Student Staff Ratio: Theory **15:1** 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

3. Date of Commencement of session / sessions:

Commencement	Completion
12/06/2017	11/06/2018

4. Vacation:

Summer:

Winter:

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		
English	50	50	25	25	100	
Remedial Mathematics	75	75	0	0	0	
Human Anatomy & Physiology – I	100	100	75	75	225	
General & Dispensing Pharmacy	100	100	75	75	225	
Pharmaceutical Organic Chemistry-I	100	100	75	75	225	
Human Anatomy & Physiology – II	100	100	0	0	0	
Pharm. Inorganic Chemistry	100	100	75	75	225	
Pharm. Organic Chemistry – II	100	100	75	75	225	
Physical Pharmacy – I	100	100	75	75	225	
Computer Applications & Biostatistics	100	100	75	75	225	

II B. Pharm:

Subject 1	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	
Pharmaceutical Unit Operations - I	52	52	39	39	117	
Pharmaceutical Biochemistry	52	52	39	39	117	
Physical Pharmacy - II	52	52	39	39	117	
Pharmaceutical Microbiology	52	52	39	39	117	
Health Education & Pathophysiology	52	52	0	0	0	
Pharmaceutical Unit Operations -II	52	52	39	39	117	
Pharmaceutical Analysis - I	52	52	39	39	117	
Pharmacognosy -I	52	52	39	39	117	
Medicinal Chemistry - I	52	52	0	0	0	
Pharmacology - I	52	52	0	0	0	

III B. Pharm:

Subject 1	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	
Pharmaceutical Biochemistry	52	52	39	39	117	
Medicinal Chemistry - II	52	52	0	0	0	
Pharmaceutical Technology - I	52	52	39	39	117	
Pharmacology -I	52	52	39	39	117	
Pharmaceutical Management	52	52	0	0	0	
Pharmaceutical Technology -II	52	52	39	39	117	
Pharm. Biotechnology	52	52	39	39	117	
Pharmacology - II	52	52	39	39	117	
Medicinal Chemistry - III	52	52	0	0	0	
Regulatory Affairs, IPR & Patents	52	52	0	0	0	

IV B. Pharm:

Subject	No of Theory Classes		Practicals			the
	Prescribed	No of	Prescribed	No of	No of Classes Conducted to	Prescribed
	No of Hrs 2	Hours Conducted 3	No of Hours 4	Hours Conducted 5	fulfill Prescribed Number of Hours as in Column 5 No. of classes x hours per class	No of Hrs 2
Pharmaceutical Analysis -II	52	52	39	39	117	
Bio assays & Toxicology	52	52	39	39	117	
Chemistry of Natural Products	52	52	39	39	117	
Hospital & Clinical Pharmacy	52	52	0	0	0	
Pharmaceutical Jurisprudence	52	52	0	0	0	
Biopharmaceutics & Pharmacokinetics	52	52	39	39	117	
Clinical Pharmacy, Therapeutics & Pharmacovigilance	52	52	0	0	0	
Controlled release & Novel Drug Delivery Systems	52	52	0	0	0	
Quality Assurance, GMP, GLP	52	52	0	0	0	

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 2015-16	Year 2016-17	Year 2017-18
Guest Lectures	2	2	2
Seminars	2	1	0
Workshops	0	3	3
Symposia	0	0	0

B. Papers Presented / Published during last three years

	Year 2015-16		Year 2016-17		Year 2017-18	
	National	International	National	International	National	International
Published	0	0	0	0	0	0
Presented	0	0	0	0	0	0

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	29/08/2017	03/09/2017	31/10/2017	07/11/2017	14/1		
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	5	4	3	20	0	1	0	0	
II B.Pharm	8	41	38	7	2	4	0	0	
III B.Pharm	25	38	38	23	5	10	0	0	
IV B.Pharm	18	42	35	17	3	9	0	0	

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 2015-16	Year 2016-17	Year 2017-18
No. of Students Appeared	0	0	9
No. of Students Qualified	0	0	1
Percentage	00	00	11

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	2
Industrial Tour	2
Industrial Training	3
No. of Resource Persons from the Industry for Guest Lectures	5
No. of Collaboration projects with Industry	0

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 2015-16	Year 2016-17	Year 2017-18
No. of students appeared for campus interview	00	42	15
% Placed	00	45	50

**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:

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
22	3	0

3. Teaching Staff required year wise exclusively for B.Pharm for intake of 100 Students.

	No. of staff required
1. Pharmaceutical Chemistry	7
2. Pharmaceutical Analysis	2
3. Pharmacology	4
4. Pharmacognosy	4
5. Pharmaceutics	6
6. Pharmacy Practice	1
7. Principal	1
Total	25
*Part time teaching Staff	3
Remarks of the Inspection Team	

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

Signature of the Head of the Institution

Signature of the Inspectors

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

Professor: Asst. Professor: Lecturer

Department / Division	Name of the post	For strength of 100 students	Provided by the institution	Remarks of inspection team
Department of Pharmaceutics	Professor	1	01	
	Asst. Professor	2		
	Lecturer	3		
Department of Pharmaceutical Chemistry	Professor	1		
	Asst. Professor	3		
	Lecturer	3		
Department of Pharmacology	Professor	1		
	Asst. Professor	2		
	Lecturer	1		
Department of Pharmacognosy	Professor	1		
	Asst. Professor	1		
	Lecturer	2		
Department of Pharmacy Practice	Asst. Professor	1		
	Lecturer	1		
Department of Pharmaceutical Analysis	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
c.	Whether Demonstration Lecture has been conducted	Yes
d.	Whether opinion of Recruitment Committee Recorded	Yes

6. Details of Faculty Retention for:

Name of Faculty Member	Period	%
	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:

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 100 Students:

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

Signature of the Head of the Institution

Signature of the Inspectors

9. Scale of pay for Teaching faculty (to be enclosed):

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

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

(Inspectors to verify documents pertaining to the above)

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

(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):

Sl No	Name	Designation	Qualification	Date of Joining	Experience	Signature	Remarks of the Inspectors
1	M.SIVA NAIK	Swipper	VII CLASS	04/05/16	05Y		
2	M.LAKSHMI BAI	Swipper	----	04/05/16	05Y		
3	D.KASIAH	Driver	X CLASS	07/06/11	12Y		
4	BALA RAJU	Driver	IX CLASS	09/08/12	10Y		
5	V.PRAKASH RAO	Librarian	MA MLISC	20/04/09	8Y		
6	N.GOLDMARE	Wardan	M.A	20/08/09	8Y		
7	K.SURYA NARAYANA	System Admin	B.A	01/05/13	4Y		
8	U.V.RAVINDRA REDDY	Off.Superdent	M.C.A	01/05/09	8Y		
9	CH.RAMBABU	Attender	INTER	01/09/15	2Y		

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**

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

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PART - VI

**1. Financial Resource allocation and utilization for the past three years: 2015-16,2016-17,2017-18
(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	
1	200000	160000	40000	2500000	220000	30000	200000	80000	120000	

**2. Total amount spent on chemicals and glassware for the past three years:
2015-16,2016-17,2017-18**

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	
1	Chemicals	100000	90000	Chemicals	85000	84000	Chemicals	45000	22000	
2	Glassware	80000	60000	Glassware	65000	65000	Glassware	50000	25000	

**3. Total amount spent on equipments for the past three years:
2015-16,2016-17,2017-18**

(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	
	Equipment	200000	180000	Equipment	86000	82000	Equipment	180000	140000	

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4. Total amount spent on Books and Journals for the past three years:2015-16,2016-17,2017-18

SI 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	85000	79000	Books	60000	60000	Books	70000	45000	
2	Journals	25000	24000	Journals	3500	3500	Journals	20000	12000	

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

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20	Sherrington Drum	10	10		
21	Perspex bath assembly (single unit)	10	10		
22	Aerators	10	10		
23	Computer with LCD	01	01		
24	Software packages for experiment	01	01		
25	Standard graphs of various drugs	Adequate number			
26	Actophotometer	01	01		
27	Rotarod	01	01		
28	Pole climbing apparatus	01	01		
29	Analgesiometer (Eddy's hot plate and radiant heat methods)	01	01		
30	Convulsiometer	01	01		
31	Plethysmograph	01	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	60		
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	20	20		
2	Digital Balance	02	02		
3	Autoclave	02	02		
4	Hot air oven	02	02		

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5	B.O.D.incubator	01	01		
6	Refrigerator	01	01		
7	Laminar air flow	01	01		
8	Colony counter	02	02		
9	Zone reader	01	01		
10	Digital pH meter	01	01		
11	Sterility testing unit	01	01		
12	Camera Lucida	20	20		
13	Eye piece micrometer	20	20		
14	Incinerator	01	01		
15	Moisture balance	01	01		
16	Heating mantle	20	20		
17	Flourimeter	01	01		
18	Vacuum pump	02	02		
19	Micropipettes (Single and multi channeled)	05	05		
20	Micro Centrifuge	01	01		
21	Projection Microscope	01	01		

Apparatus:

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

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	05		
2	Oven	03	03		
3	Refrigerator	01	01		

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

Apparatus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Distillation Unit	02	02		
2	Reflux flask and condenser single necked	20	20		
3	Reflux flask and condenser double / triple necked	20	20		
4	Burettes	100	100		
5	Arsenic Limit Test Apparatus	25	25		
6	Nessler's Cylinders	50	50		

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	20	20		
2	Homogenizer	10	10		
3	Digital balance	05	05		
4	Microscopes	10	10		
5	Stage and eye piece micrometers	15	15		
6	Brookfield's viscometer	01	01		
7	Tray dryer	01	01		
8	Ball mill	01	01		

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

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

Apparatus:

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

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		
2	Lyophilizer (Desirable)	01	00		
3	Gel Electrophoresis (Vertical and Horizontal)	01	01		
4	Phase contrast/Trinocular Microscope	01	01		
5	Refrigerated Centrifuge	01	01		
6	Fermenters of different capacity (Desirable)	01	00		
7	Tissue culture station	01	01		
8	Laminar airflow unit	01	01		

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

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		
2	Digital pH meter	01	01		
3	UV- Visible Spectrophotometer	01	01		
4	Flourimeter	01	01		
5	Digital Balance (1mg sensitivity)	01	01		
6	Nephelo Turbidity meter	01	01		
7	Flame Photometer	01	01		
8	Potentiometer	01	01		
9	Conductivity meter	01	01		
10	Fourier Transform Infra Red Spectrometer (Desirable)	01	00		
11	HPLC	01	01		
12	HPTLC (Desirable)	01	00		

13	Atomic Absorption and Emission spectrophotometer (Desirable)	01	00		
14	Biochemistry Analyzer (Desirable)	01	00		
15	Carbon, Hydrogen, Nitrogen Analyzer (Desirable)	01	00		
16	Deep Freezer (Desirable)	01	00		
17	Ion- Exchanger	01	00		
18	Lyophilizer (Desirable)	01	00		

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Signature of the Inspectors

Observation of the Inspectors:

Compliance of the last recommendations by Inspectors

Specific observations if not complied

Signature of Inspectors

1.

2.

Note:

1. The Inspection Team is instructed to physically verify the details and records filled up by the

college in the application form submitted by the college, which is with you now and record the observations, opinions and recommendations in clear and explicit terms.

2. The team is requested to record their comments only after physical verification of records and details.

Signature of the Head of the Institution

Signature of the Inspectors

