

Tracking Number: SIF/2016/100627

PHARMACY COUNCIL OF INDIA

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

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

(SIF-B)

To be filled up by P.C.I

To be filled up by inspectors

Inspection No. :

Date of Inspection:

FILE No.

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

2.

PART-1

A-GENERAL INFORMATION

A - I.1

Name of the Institution

Adesh Institute of Pharmacy & Biomedical Scs., Adesh Institute of Medical Sciences & Research

Complete Postal address:

Barnala Road, Bhatinda (Punjab)

Telephone Number with STD Code

0164 5055087

Fax No

01645055255

Email

aipbs@adeshuniversity.ac.in

Year of Establishment

2007

Status of the course conducting body

Private

(Enclose copy of Registration documents of Society/Trust)

A - I.2

Name of the Society/Trust/Management

Adesh Foundation, Bathinda.

(attach documentary evidence)

Address Kotkapura Road, Shri Muktsar Sahib.
Telephone Number with STD Code 0164 5055087
Fax No 01645055255
Email aipbs@adeshuniversity.ac.in
Website www.adeshuniversity.ac.in

A - I.3

Name of the Person to be contacted by phone Dr Hanumanthrao C Patil
Designation Principal
Address Adesh Institute of Pharmacy & Biomedical Sciences (AIMSR), Bhucho kalan, Barnala Road, Bathinda
STD Code 0164
Telephone Number
Office 5055096
Residence 5055087
Mobile 9780132143
Fax No 01642742902
Email aipbsbti@gmail.com

A - I.4

Name of the Head of the Institution Dr. Hanumanthrao C. Patil
Address Adesh Institute of Pharmacy & Biomedical Sciences (AIMSR), Barnala Road, Bathinda

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 Upto	Receipt No.	Dated	Remarks of the Inspectors
B Pharm	2016-17	DD No 782104	12/08/2016	

b. APPROVAL STATUS

Name of the Course	Approved Upto	Intake Approved and Admitted	PCI	State Govt	University	Remarks of the Inspectors
B Pharm	2016-17	Approved Letter No & Date	32-934/2013-PCI; Dec 2014	1-1476026143 & 09/02/2013	AU/Estt./08/2012/015 & 18/08/2012	
		Approved Intake	60	60	60	
		Actually Admitted	60	60	60	

c. STATUS OF APPLICATION

COURSES INSPECTED FOR				
Course	Extension of Approval	Increase in Intake of Seates	Current Intake	Proposed increase in Intake
B Pharm	Yes	No	60	NIL

Note: Enclose relevant documents

A - I.6

Whether other educational institutions/courses are also being run by the trust/institution in the same building/campus?

If yes, give status

Yes

A - I.6 a

Status of the Pharmacy Course:	
Independent Building	Yes
Wing of Another College	No
Separate Campus	Yes
Multi Institutional Campus	Yes

Examining Authority:

Degree Course

With complete postal Address, 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. Hanumanthrao C. Patil

Qualification / Experience	Qualification		Teaching Experience Required	Actual experience	Remarks of the Inspectors
	M. Pharm	No	15 years, out of which 5 years as Prof. / HOD		
	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	17/01/2013	PF Part time Biology teacher Gel electrophoresis trinocular microscope Fermenters of different capacity Tissue culture station Propeller typemechanical agitator	Yes	Yes

* Enclose Documents

B - I.3

Status of Governing Council	Society
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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 year

ACADEMIC YEAR	2014-2015	2015-2016	2016-2017
Sanctioned	60	--	--
No. of Admissions	60	--	--
Unfilled Seats	0	--	--
No of Excess Admission	0	--	--

B - I.6

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

ACADEMIC YEAR	2014-2015	2015-2016	2016-2017
1st Year		--	--
2nd Year		--	--
3rd Year		--	--
Final Year		--	--
Pass % (Final Year)		--	--

B - II

Co-Curricular Activities / Sports Activities

Whether college has NSS Unit	Yes
If no give reasons	
NSS Program Officer's Name	Mr Rajneesh Mr Jaspal Singh and Mr Jatinder Sharma
Programme Conducted Details	1 Appeal from NGO "SEHYOG" - 08/08/2013 2 Prevention of dengue & Mosquito borne Diseases- 08/08/2013 3 Independence day function-15/08/2013 4 Yuva sammelan-29/09/2013 5 Promotion for voter registration of students-17/10/2013 6 Starting of membership programme for 1st year-07/11/2013 7 Armed forces flag day-01/12/2013 8. Republic Day celebration-20/01/2014 9 Workshop on Biosafety & food safety in the perspective on genetically modified crop-s 10 World Health Day-07/04/2014 11. Personality development.
Whether students participating in University level cultural activities/Co-curricular/Sports activities	Yes
Physical Instructor	Available
Sports Ground	Shared
Are you Associated with other Organization/Institution/Trust/Society Running Pharmacy Course	Yes
Organization/Institution/Trust/Society Name	
Complete Postal Address.	
Telephone No.	
Nature of Association	

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 Inspector
Sl. No.	Particulars	Amount	Sl. No.	Particulars	Amount	
1.	Grants		CAPITAL EXPENDITURE			
	a. Government	0.00				
	b. Others	0.00				
2.	Tuition Fee	11505000.00	1.	Building	13545200.00	
3.	Library Fee	0.00	2.	Equipment	2037677.00	
4.	Sports Fee	0.00	3.	Others	440646.00	
5.	Union Fee	0.00	REVENUE EXPENDITURE			
6.	Others	1652250.00	1.	Salary	7465401.00	
			2.	Maintenance Expenditure		
				i. College	30000.00	
				ii. Others	0.00	
			3.	University Fee	0.00	
			4.	Apex Bodies Fee	100000.00	
			5.	Government Fee	0.00	
			6.	Deposit held by the College	0.00	
			7.	Others	0.00	
			8.	Misc. Expenditure	0.00	
	Total	13157250.00		Total	7595401.00	

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 acers District HQ/Corporation/Municipality limit
- b) 0.5 acre for City/Metros
- b. Building** **Own**
- c. Land Details to be in the name of Trust and Society** **Enclosed**
- i. Own Records to be enclosed
- ii. Sale deed
- d. Building**
- i) Approved Building plan, sale deed to be enclosed Enclosed
- e. Total Built Area of the college building in sq. mts**
- | | | |
|--|---------------------------------------|---------------|
| | Built up Area | 4376.6 |
| | Amenities and Circulation Area | 1139.9 |

2. Class Rooms

Total Number of Class rooms provided at the end of 4 Year Course					
Class	Required	Available Numbers	Required Area * for each class room	Available Area in Sq. mts	Remarks of the Inspectors
B.Pharm	04	4	90 sq. mts each (Desirable) 75 sq. mts each (Essential)	90	

[* To accomodate 60 students]

3. Laboratory requirement at the end of 4 Years

SI.No.	Infrastructure for	Requirement As Per Norms	Available No.	Area in Sq. mts	Remarks or Deficiency
1	Laboratory Area for B.Pharm Course	90 Sq .mts x n (n=10) - Including Preparation room - Desirable 75 Sq. mts - Essential	10	90	
2	Pharmaceutics	03 Laboratories	3	90	
3	Pharmaceutical Chemistry	02 Laboratories	2	90	
4	Pharmaceutical Analysis	01 Laboratory	1	90	
5	Pharmacology	02 Laboratories	2	90	
6	Pharmacognosy	01 Laboratories	1	90	
7	Pharmaceutical Biotechnology	01 Laboratory	1	90	
8	Preparation Room for each lab	10 sq mts (minimum)	10	10	
9	Area of the Machine Room	80-100 Sq.mts	1	90	
10	Central Instrumentation Room	80 Sq.mts with A/ C	1	90	

11	Store Room I	1 (Area 100 Sq mts)	1	104	
12	Store Room II	1 (Area 20 Sq mts)	1	40	

The Institutes will not be permitted to run the courses in the 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 fuming chamber to reduce the pollution whenever necessary.
3. The workbenches should be smooth and easily cleanable preferably made of non-absorbant 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	Requirements as per Norms (in Number)	Requirements as per Norms (in Area)	Available		Remarks/Deficiency
				No.	Area in Sq.mts	
1	Principal's Chamber	01	30 Sq. mts	1	35	
2	Office - I - Establishment	01	60 Sq. mts	1	20	
3	Office - II - Academics			1	20	
4	Confidential Room			1	20	

5. Staff Facilities

Sl. No.	Name of Infrastructure	Requirements as per Norms (in Number)	Requirements 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)	2	200	

6. Meuseum, Library, Aniaml house and other Facilities

Sl. No.	Name of Infrastructure	Requirements as per Norms (in Number)	Requirements 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	240	
3	Museum	01	50 Sq. mts (Maybe attached to the Pharmacognosy lab)	1	65	
4	Auditorium/ Multi Purpose Hall (Desirable)	01	250 - 300 seating capacity	1	1200	
5	Seminar Hall	01		1	150	
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	1	50	

7. Student Facilities

Sl. No.	Name of Infrastructure	Requirements as per Norms (in Number)	Requirements as per Norms (in Area)	Available		Remarks/Deficiency
				No.	Area in Sq.mts	
1	Girls's Common Room (Essential)	01	60 Sq. mts	1	60	
2	Boy's Common Room (Essential)	01	60 Sq. mts	1	60	
3	Toilet Blocks for Girls	01	24 Sq. mts	2	35	
4	Toilet Blocks for Boys	01	24 Sq. mts	2	35	
5	Drinking Water facility - Water cooler (Essential)	01	--	2	10	
6	Boy's Hostel (Desirable)	01	9 Sq. mts/Room Single occupancy	1	600	
7	Girls's Hostel (Desirable)	01	9 Sq.mts/Room (Single occupancy) or 20 Sq.mts/Room (Triple occupancy)	1	600	
8	Power Backup Provision (Desirable)	01	--	1	500	

8. Computer and other Facilities

Name	Required	Available		Remarks/Deficiency
		No.	Area in Sq.mts	
Computer Room B.Pharm Course	01 (Area 75 Sq. mts)	1	84	

Computer (Latest Configuration)	1 system for every 10 students (UG & PG)	24	24	
Printers	1 Printer for every 10 computers	4	4	
Multi Media Projector	01	1	1	
Generator (5KVA)	01	1	1	

9. Amenities(Desirable)

Name	Requirment as per Norms in area	Available		Not Available	Remarks/Deficiency
		No.	Area in Sq.mts		
Principal Quarters	80 Sq. Mtr.	1	110		
Staff Quarters	16 x 80 Sq. mts	16	85		
Canteen	100 Sq. mts	1	180		
Parking Area fro staff and students		1	400		
Bank Extension Counter		1	150		
Cooperative Stores		1	100		
Guest House	80 Sq. mts	1	100		
Transport Facility for students		2	20		
Medical Fecilities(First Aid)		1	50		

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	No.	
1	Number Of Books	150	1500 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	717	4806	
2	Annual Addition of Books		100 to 150 books per year	17	90	
3	Periodicals Hard Copies/Online		10 National 05 International periodicals	1437	1580	

4	CDS		Adequate Nos	12	12	
5	Internet Browsing Facilities		Yes/No (Minimum ten Computers)	Available		
6	Reprographic Facilities: PhotoCopier Fax Scanner		01 01 01	Available Available Available		
7	Library Automation and Computrized System			Available		
8	Library timings			9:00am to 5:00pm		

10.C.Library Staff

Sl. No.	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:

(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.

Class	Theory	Practicles	Remarks of the Inspectors
B. Pharm	60:1	30:1	

2. Scheme of B. Pharm Course:

Annual

3. Date of Commencement of session/ sessions for B.Pharm:

Commencement	Completion
16/08/2016	31/05/2017

4. Vacation

	No of Days		No of Days
Summer :	30	Winter :	12

5. Total No. of working days

227

6. Time Table copy Enclosed:

Yes

7. Whether the prescribed numbers of classes are being conducted as per university norms

B Pharm I

Subject 1	No of Theory Classes		Practical Classes			Remarks of the Inspectors
	Prescribed No of Hours 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	
Human anatomy and physiology	75	79	75	75	25	
Pharmaceutics	75	79	75	75	25	
Pharmaceutical chemistry	75	75	75	75	25	
Pharmacognosy	75	75	75	75	25	
Biochemistry	75	75	75	75	25	

B Pharm II

Subject 1	No of Theory Classes		Practical Classes			Remarks of the Inspectors
	Prescribed No of Hours 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	
Physical pharmaceutics	75	79	75	75	25	
Industrial Ph'cognosy	75	78	75	75	25	
Ph'chemistry II	75	79	75	75	25	
Biostatics and computer application	75	78	75	75	25	
Social pharmacv and	75	75	0	0	0	

behavioral science						
Pharmaceutical jurisprudence	75	75	0	0	0	
Biostatistics & Computer Applications	60	75	70	75	25	

B Pharm III

Subject 1	No of Theory Classes		Practical Classes			Remarks of the Inspectors
	Prescribed No of Hours 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	
Pharmaceutics III	70	75	75	75	25	
Pharmacognosy III	70	74	75	75	25	
Pharmacology II	70	74	75	75	25	
Pharmaceutical chemistry-III	70	75	75	75	25	
Hospital pharmacy and industrial management	70	72	0	0	0	
Ph microbiology and biotechnology	70	72	75	75	25	

B Pharm IV

Subject 1	No of Theory Classes		Practical Classes			Remarks of the Inspectors
	Prescribed No of Hours 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 Analysis-III	45	49	45	45	15	
Pharmaceutics-IX	45	49	45	45	15	
Pharmacognosy-IV	45	49	45	45	15	
Pharmacology IV	45	49	45	45	15	
Medicinal Chemistry-III	45	49	45	45	15	

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

Yes

9. Number of Guests Lecturers/Seminars/Work Shops/Symposia/Presentations conducted during last year

Name of the Event	2014-2015	2015-2016	2016-2017
Guest Lectures	3	2	0
Seminars	5	3	0

Workshops	6	2	0
Symposia	1	0	0

B. Papers Presented/Published during last 3 years

	2014-2015		2015-2016		2016-2017	
	National	International	National	International	National	International
Published	13	12	0	0	0	0
Presented	42	1	0	0	0	0

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

B. PHARM

Class	I Sessional Dates		II Sessional Dates		III Sessional Dates		Remarks of the Inspectors
	Theory	Practicals	Theory	Practicals	Theory	Practicals	
I B. Pharm	14/11/2016	07/11/2016	13/02/2017	06/02/2017	15/05/2017	08/05/2017	
II B. Pharm	14/11/2016	07/11/2016	13/02/2017	06/02/2017	15/05/2017	08/05/2017	
III B. Pharm	14/11/2016	07/11/2016	13/02/2017	06/02/2017	15/05/2017	08/05/2017	
IV B. Pharm	14/11/2016	07/11/2016	13/02/2017	06/02/2017	15/05/2017	08/02/2017	

11. Whether Evaluation of the internal assessments is Fair

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Class	No of Candidates scored more than 80%		No of Candidates scored 60% - 80%		No of Candidates scored 50% - 60%		No of Candidates scored less than 50%		Remarks of the Inspectors
	Theory	Practicals	Theory	Practicals	Theory	Practicals	Theory	Practicals	
I B.Pharm	8.00	10.00	16.00	17.00	15.00	14.00	2.00	0.00	
II B.Pharm	8.00	8.00	7.00	12.00	13.00	10.00	0.00	0.00	
III B.Pharm	10.00	17.00	13.00	10.00	12.00	18.00	8.00	0.00	
IV B.Pharm	15.00	17.00	23.00	15.00	9.00	4.00	0.00	0.00	

12. Work load of Faculty members for B. Pharm

S.No.	Name of Faculty	Subjects Taught	B. Pharm	Total Work Load	Remarks of the Inspectors
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			I		II		III		IV			
			Th	Pr	Th	Pr	Th	Pr	Th	Pr		
1	Dr. Bipin Kumar Patel											
2	Dr. HC Patil											
3	Dr. Jagdish Kumar Arun	Medicinal Chemistry Pharmaceutical Chemistry	0 3	0 6	0 0	0 0	3 0	0 0	0 0	0 0	3 9	
4	Dr. Malay Bhowmik											
5	Dr. Mandeep Kaur											
6	Dr. Rajesh kumari patil	Pharmaceutics Pharmacotherapeutics I & II Pharmacotherapeutics III	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0		
7	Dr. Somashekhar padashetty	Bio Stat Research Methodolgy	0	0	0	0	0	0	0	0	0	
8	Miss. Gagandeep Kaur	HAP Microbiology and biotechnology	0 0	0 0	0 0	0 0	0 3	0 6	0 0	0 0	0 9	
9	Miss. Navdeep Kaur	pharmaceutical jurisprudence Pharmaceutics Pharmaceutics III	0 0 0	0 0 0	3 0 0	0 0 3	0 0 6	0 0 0	0 0 0	0 0 0	3 0 9	
10	Miss. Rajandeep Kaur											
11	Mr. Baljeet singh Khurana	Industrial pharmacognosy Pharmacognosy	0 3	0 6	3 0	6 0	0 0	0 0	0 0	0 0	9 9	
12	Mr. Devendra Monga											
13	Mr. Gagandeep											
14	Mr. Gurtej singh											
15	Mr. Harinderjit Singh											
16	Mr. Manish Garg											
17	Mr. Pankaj Kumar											
18	Mr. Rajneesh Garg	Pharmacognosy III	0	0	0	0	0	0	0	0	0	
19	Mrs. Diksha	Inorg Chem Pharm chem	0 3	0 6	0 0	0 0	0 0	0 0	0 0	0 0	0 9	
20	Mrs. Madhu Bansal											
21	Mrs. Naresh Kumar	Pharmacology II	0	0	0	0	0	0	0	0	0	
22	Mrs. RAMANDEEP KAUR											
23	Mrs. Ramandeep Kaur											
24	Mrs. Ramanjeet Kaur											
25	Mrs. Uma Jyoti											

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

Details	Year : 2014-2015	Year : 2015-2016	Year : 2016-2017
No of Students Appeared	10	15	0
No of Student Qualified	4	8	0
Percentage	40	50	0

14. Whether the Institution has an Industry interaction Cell: Available

Events	Details For thr previous Year
No of Industrial Visits	1
Insindustrials Tour	1
Industrial Training	3
No of resourse persons from the Industry for Guest Lectures	1
No. of collaboration projects with Industry	1

15. Percentage of students placed through the college placement cell in the last Three Years

Details	Year : 2014-2015	Year : 2015-2016	Year : 2016-2017
No of Students Appeared for campus interview	8	25	0
% Percentage	35	50	

16. Whether Professional Society Activities are Conducted (Enclose Details) (ISTE, IPA, APTI, ICTA and Related Societies) --

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:

S.No.	Name	Designation	Qualification	Date of Joining	Teaching Experience After PG	State Pharmacy Coun. Reg No.	Signature of Faculty	Remarks of Inspector
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1	Naresh Kumar	Asstt. Professor	B Pharm, M Pharm,	08/09/2011	5.6 + 0.0	32216		
2	Rajesh kumari patil	Professor & HOD	B Pharm, M Pharm, PHD, PHD, PHD,	21/07/2013	3.7 + 7.2	28036		
3	HC Patil	Principal/Director	M Pharm, PHD, PHD, B Pharm,	21/07/2012	4.7 + 9.0	28037		
4	Diksha	Asstt. Professor	B Pharm, M Pharm,	03/08/2012	4.7 + 0.0	37214		
5	Baljeet singh Khurana	Associate Professor	B Pharm, M Pharm,	16/03/2009	8.1 + 0.8	30807		

2. Qualification and Number of Staff Members

Qualification							
B Pharm		M Pharm		PhD		Others	
47		34		8		6	Part 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		1		1		1	
Pharmaceutical Chemistry	1	0	2	3	3	1	4	0
Pharmaceutical Analysis	1	1	--	0	--	0	1	0
Pharmacology	1	0	2	1	3	1	4	2
Pharmacognosy	1		2		3		3	
Pharmaceutics	1	1	2	0	3	1	4	0
Total	6		9		13		17	
Part Time teaching staff	3		--		--		--	
Remarks of the Inspection Team								

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

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

Department / Division	Name of the post	For strength of 60 students	Provided by the institution	Remarks of the Inspectors of inspection team
Department of Pharmaceutics	Professor	1	0	
	Asst. Professor	1	5	
	Lecturer	4	4	
Department of Pharmaceutical Chemistry (including Pharmaceutical Analysis)	Professor	1	0	
	Asst. Professor	1	9	
	Lecturer	4	1	
Department of Pharmacology	Professor	1	0	
	Asst. Professor	1	6	
	Lecturer	3	4	
Department of Pharmacognosy	Professor	1	0	
	Asst. Professor	1	4	
	Lecturer	2	0	

5. Selection criteria and Recruitment Procedure for Faculty

a. Whether Recruitment Committee has been formed	<input checked="" type="radio"/> Yes <input type="radio"/> No
b. Whether Advertisement for vacancy is notified in the Newspapers	<input checked="" type="radio"/> Yes <input type="radio"/> No
c. Whether Demonstration Lecture has been conducted	<input checked="" type="radio"/> Yes <input type="radio"/> No
d. Whether opinion of Recruitment Committee Recorded	<input checked="" type="radio"/> Yes <input type="radio"/> No

6. Details of Faculty Retention for:

Name of Faculty Member	Period	Percentage
NA	Duration of 15 year and above	0
NA	Duration of 10 year and above	0
Dr. H C Patil Dr. R K Patil Dr. S. Padashetty Mr. Baljeet Singh Mrs. Harwinder Kaur Mr. Jasal Singh	Duration of 5 year and above	40
Dr. Punkaj Dr. Vinod Goutam Mr. D K Monga DR. Jagdish Mr. Manish Garg Dr. Mayank Mrs. Naresh Kumar Mr. Rajneesh Garg Ms. Navdean Kaur Mr. Harninder Singh Mrs. Diksha Ms. Gagandeep Kaur Mrs. Ilma Ivoti Mrs. Ramnait Kaur Mr. Gurtej Mrs. Ramandeep	Less than 5 years	60

Kaur Ms. Baljinder Kaur Ms. Navdeep Kaur

7. Details of Faculty Turnover

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
Dr. H C Patil Dr. R K Patil Dr. S. Padashetty Mr. Baljeet Singh Mr. Naresh Mrs. Diksah Mrs. Navdeep Mrs. Harwinder Kaur Mr. Jasal Singh	% of faculty retained in last 3 yrs	Yes	No	No	No

8. Number of Non-teaching staff available for B. Pharm course for intake of 60 students:

SI No.	Designation	Required Number	Required Qualification	Available Number Qualification	Remarks of the Inspectors
1	Laboratory technician	1 for each Dept	D. Pharm	4 DPharm	
2	Labortory Assistants/ Attenders	1 for each Lab (minimum)	SSLC	8 10	
3	Office Superintendent	1	Degree	0	
4	Accountant	1	Degree	2 BPharmacy	
5	Store keeper	1	D. Pharm/ Degree	1 D Pharm	
6	Computer Data Operator	1	BCA / Graduate with Computer Course	1 BA	
7	First Division Assistant	1	Degree	1 MSc	
8	Second Division Assistant	2	Degree	2 Bsc	
9	Peon	2	SSLC	2 10	
10	Cleaning personnel	Adequate	---	0	
11	Gardener	Adequate	---	1 8	

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

S.No.	Name	Qualification	Designation	Basic Pay	D.P.	DA	HRA	CCA & Additional Pay	Other Allowances	Deductions			Bank A/C No	PAN No	EPF A/C No	Total	Signature
										PT	TDS	EPF					
1	Naresh Kumar	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	0	0	0	0	0	65038160219	CHKPK2041N	-	0	
2	Baljeet singh	B Pharm, M Pharm,	Associate	21600	0	0	0	0	0	0	0	0	65056117002		-	0	

	Khurana		Professor														
3	Rajesh kumari patil	B Pharm, M Pharm, PHD, PHD, PHD,	Professor & HOD	37400	0	0	0	0	0	0	0	0	55143483848		-	0	
4	HC Patil	M Pharm, PHD, PHD, B Pharm,	Principal/Director	37400	0	0	0	0	0	0	0	0	55143483837	ALPPP7675L	-	0	
5	Diksha	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	0	0	0	0	0	55144378912	BFPPD2228J	-	0	
6	Rajneesh Garg	B Pharm, D Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	0	0	0	0	0	20157367631	AMBPG0604K		0	
7	Gagandeep Kaur	B Pharm, D Pharm, M Pharm,	Lecturer	12000	0	0	0	0	0	0	0	0	0	0000000000	0	0	
8	Navdeep Kaur	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	0	0	0	0	0	65012129439	BQIPK5010P	-	0	
9	Somashekhar padashetty	M Pharm, B Pharm, PHD, D Pharm,	Professor & HOD	37400	0	0	0	0	0	0	0	00	0000000000			0	
10	Madhu Bansal	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	0	0	0	0	0	BPQPB8957R		0	0	
11	Ramanjeet Kaur	B Pharm, M Pharm,	Lecturer	12000	0	0	0	0	0	0	0	0	0000000000		0	0	
12	Harinderjit Singh	B Pharm,	Asstt. Professor	15600	0	0	0	0	0	0	0	00	ECDPS5631A	00	15600		
13	Gurtej singh	B Pharm,	Lecturer	12000	0	0	0	0	0	0	0	0	BDY786546K			0	
14	Devendra Monga	B Pharm, M Pharm, M Pharm, M Pharm,	Associate Professor	21600	0	0	6000	0	0	0	0	0	ANRPMO624N		0	0	
15	Manish Garg	B Pharm,	Associate Professor	21600	0	0	0	0	0	0	0	00	awppk3047c		00	0	
16	Jagdish Kumar Arun	B Pharm,	Associate Professor	21600	0	0	0	0	0	0	0	00	AZQPK2108J		00	0	
17	Uma Jyoti	B Pharm, M Pharm,	Lecturer	12000	0	0	0	0	0	0	0	00	AVIPJ9587G	00	12000		
18	Malay Bhowmik	M Pharm, PHD, B Pharm,	Asstt. Professor	15600	0	0	0	0	0	0	0	00	AOIPB6457L	00	15600		
19	Pankaj Kumar	M Pharm, B Pharm,	Associate Professor	21600	0	0	0	0	0	0	0	00	BLRPP8616C	na	21600		
20	Ramandeep Kaur	M Pharm, B Pharm,	Asstt. Professor	15600	0	0	0	0	0	0	0	00	COJPK8109P	na	15600		
21	Gagandeep	B Pharm, M Pharm, D Pharm,	Lecturer	15600	0	0	0	0	0	0	0	00	BOHPG6831H	na	15600		
22	Mandeep Kaur	B Pharm, Pharm D,	Asstt. Professor	21600	0	0	0	0	0	0	0	00	EQFPK6274P	00	21600		
23	RAMANDEEP KAUR	B Pharm, M Pharm,	Lecturer	15600	0	0	0	0	0	0	0	00	EAVPK7964Q	00	15600		
24	Rajandeep Kaur	B Pharm, M Pharm,	Lecturer	15600	0	0	0	0	0	0	0	00	CPDPK6306M	00	15600		
25	Bipin Kumar Patel	B Pharm,	Asstt. Professor	21600	0	0	0	0	0	0	0	00	CGUPP5471N	00	21600		

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

Yes No

(Inspectors to verify documents pertaining to the above)

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

Yes No

(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)

Name	Designation	Qualification	Date of Joining	Experience	Signature	Remarks of the Inspectors
Amandeep Singh	Second Division Assistant	Bsc	01/02/2013	2		
Beant Kaur	Librarian	M lib	31/05/2012	4		
Kuldeep singh	Accountant	BPharmacy	01/07/2006	9		
Dr. Davinder Singh	Librarian	M Lib PhD	16/06/2007	14		
Sukhwinder Singh	Laboratory Assistants	10	15/08/2007	6		
Jaskaran singh	Accountant	Msc	03/10/2012	1		
Angrej Singh	Laboratory Assistants	10	15/08/2007	6		
Jameet Singh	Store keeper	D Pharm	03/10/2012	6		
Manjeet Kaur	Peon	10	01/07/2009	4		
Bipan Chand	Computer Data Operator	BA	15/08/2009	4		
Baljeet Kaur	Peon	10	01/07/2009	4		
Kuldeep Singh	Laboratory Assistants	8	10/07/2012	1		
Avtar Singh	Laboratory Technician	DPharm	20/08/2014	0		
Rajesh Kumar	Laboratory Technician	DPharm	03/01/2011	3		
Kuldeep Singh	Laboratory Assistants	12	05/04/2011	3		
Lakhveer Kaur	Laboratory Assistants	10	05/04/2011	3		
Boota Singh	Laboratory Assistants	12	11/07/2012	2		
Gulveer Singh	Gardener	8	01/04/2013	1		
Jatinder Sharma	Second Division Assistant	B Pharm	20/08/2014	0		
Gurpreet Singh	Laboratory Technician	D Pharm	20/08/2014	0		
Jagseer Singh	Laboratory Assistants	12	20/08/2014	0		
Kapil Kumar	Laboratory Technician	D Pharm	20/08/2014	0		
Ikattar Singh	Laboratory Assistants	10	20/08/2014	0		
Rekha Rani	First Division Assistant	MSc	20/08/2014	2		
Harwinde Kaur	Asstt. Professor	MCA Computer Sci	01/08/2007	7		
Karmjit Kaur	Lecturer	BSc Bio	20/08/2014	0		
Jaspal Singh	Asstt. Professor	MSc Maths	01/08/2007	7		
Nanak Chand	Typist	BCA	20/08/2014	0		

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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	Admission 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	
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	

Signature of the Head of the Institution

Signature of the Inspectors

PART - VI

Financial Resource Allocation and Utilization for the past Three years

(Audited Accounts for previous year to be enclosed)

Expenditure in Rs. 2014-2015			Expenditure in Rs. 2015-2016			Expenditure in Rs. 2016-2017			Remarks of the Inspectors*
Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Recurring	
2500000	1000000	1500000	3000000	500000	2500000	6000000	500000	2500000	

Total amount spent on Chemical, Glassware, Equipments, Books and Journals for the past Three Years

(Enclose purchase invoice)

Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Remarks of the Inspectors*
Chemicals	150000	69500	Chemicals	150000	181445	Chemicals	150000	0	
Glassware	50000	26600	Glassware	50000	181444	Glassware	50000	0	
Equipment	1500000	1327594	Equipment	2500000	2037677	Equipment	200000	0	
Books	600000	448001	Books	250000	459716	Books	100000	0	
Journals	200000	47259	Journals	50000	92514	Journals	100000	0	

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

Signature of the Head of the Institution

Signature of the Inspectors

PART VII – EQUIPMENT AND APPARATUS

1 . Department wise List of Minimum equipments required for B Pharm

Department of Pharmacology

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Microscopes	15	15	Yes	
2	Haemocytometer with Micropipettes	20	20	Yes	
3	Sahlia™s haemocytometer	20	20	Yes	
4	Hutchinson™s spirometer	1	1	Yes	
5	Spygmomanometer	5	5	Yes	
6	Stethoscope	5	5	Yes	
7	Permanent Slides for various tissues	0	0	Yes	
8	Models for various organs	0	0	Yes	
9	Specimen for various organs and systems	0	0	Yes	
10	Skeleton and bones	0	0	Yes	
11	Different Contraceptive Devices and Models	0	0	Yes	
12	Muscle electrodes	1	1	Yes	
13	Lucas moist chamber	1	1	Yes	
14	Myographic lever	1	1	Yes	
15	Stimulator	1	1	Yes	
16	Centrifuge	1	1	Yes	
17	Electronic Balance	1	1	Yes	
18	Physical /Chemical Balance	1	1	Yes	
19	Sherrington™s Kymograph Machine / Polyrite	10	10	Yes	
20	Sherrington Drum	10	10	Yes	
21	Perspex bath assembly (single unit)	10	10	Yes	
22	Aerators	10	10	Yes	
23	Computer with LCD	1	1	Yes	
24	Software packages for experiment	1	1	Yes	
25	Standard graphs of various drugs	0	0	Yes	
26	Actophotometer	1	1	Yes	
27	Rotarod	1	1	Yes	
28	Pole climbing apparatus	1	1	Yes	
29	Analgesiometer (Eddy™s hot plate and radiant heat methods)	1	1	Yes	
30	Convulsiometer	1	1	Yes	
31	Plethysmograph	1	1	Yes	
32	Digital pH meter	1	1	Yes	

Appratus:

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

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

Department of Pharmacognosy

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Microscope with stage micrometer	15	15	Yes	
2	Digital Balance	2	2	Yes	
3	Autoclave	2	2	Yes	
4	Hot air oven	2	2	Yes	
5	B.O.D.incubator	1	1	Yes	
6	Refrigerator	1	1	Yes	
7	Laminar air flow	1	1	Yes	
8	Colony counter	2	2	Yes	
9	Zone reader	1	1	Yes	
10	Digital pH meter	1	1	Yes	
11	Microscope with stage and oil immersion objective	20	20	Yes	
12	Sterility testing unit	1	1	Yes	
13	Camera Lucida	15	15	Yes	
14	Eye piece micrometer	15	15	Yes	
15	Stage micrometer	20	20	Yes	
16	Incinerator	1	1	Yes	
17	Moisture balance	1	1	Yes	
18	Heating mantle	15	15	Yes	
19	Flourimeter	1	1	Yes	
20	Vacuum pump	2	2	Yes	
21	Micropipettes (Single and multi channeled)	2	2	Yes	
22	Micro Centrifuge	1	1	Yes	
23	Projection Microscope	1	1	Yes	

Appratus:

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

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

Department of Pharmaceutical Chemistry

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Hot plates	5	5	Yes	
2	Oven	3	3	Yes	
3	Refrigerator	1	1	Yes	
4	Analytical Balances for demonstration	5	5	Yes	
5	Digital balance 10mg sensitivity	10	10	Yes	
6	Suction pumps	6	6	Yes	
7	Muffle Furnace	1	1	Yes	
8	Mechanical Stirrers	10	10	Yes	
9	Magnetic Stirrers with Thermostat	10	10	Yes	
10	Vacuum Pump	1	1	Yes	
11	Digital pH meter	1	1	Yes	
12	Microwave Oven	1	1	Yes	

Appratus:

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

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

Department of Pharmaceutics

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Homogenizer	5	5	Yes	
2	Digital balance (10 mg sensitivity)	5	5	Yes	
3	Microscopes	5	5	Yes	
4	Stage and eye piece micrometers	5	5	Yes	
5	Brookfield's viscometer	1	1	Yes	
6	Ball mill	1	1	Yes	
7	Sieve shaker with sieve set	1	1	Yes	
8	Double cone blender	1	1	Yes	
9	Propeller type mechanical agitator	5	5	Yes	
10	Autoclave	1	1	Yes	

11	Steam distillation still	1	1	Yes	
12	Vacuum Pump	1	1	Yes	
13	Standard sieves, sieve no. 8, 10, 12,22,24, 44, 66, 80	0	0	Yes	
14	Tablet punching machine	1	1	Yes	
15	Capsule filling machine	1	1	Yes	
16	Ampoule washing machine	1	1	Yes	
17	Ampoule filling and sealing machine	1	1	Yes	
18	Tablet disintegration test apparatus IP	1	1	Yes	
19	Tablet dissolution test apparatus IP	1	1	Yes	
20	Monsanto's hardness tester	1	1	Yes	
21	Pfizer type hardness tester	1	1	Yes	
22	Friability test apparatus	1	1	Yes	
23	Clarity test apparatus	1	1	Yes	
24	Ointment filling machine	1	1	Yes	
25	Collapsible Tube Crimping Machine	1	1	Yes	
26	Tablet coating pan	1	1	Yes	
27	Magnetic stirrer, 500ml and 1 liter capacity, with variable speed control.	10	10	Yes	
28	Digital pH meter	2	2	Yes	
29	All purpose equipment with all accessories	1	1	Yes	
30	Aseptic Cabinet	1	1	Yes	
31	BOD Incubator	2	2	Yes	
32	Bottle washing Machine	1	1	Yes	
33	Bottle Sealing Machine	1	1	Yes	
34	Bulk Density Apparatus	2	2	Yes	
35	Conical Percolator (glass/ copper/ stainless steel)	10	10	Yes	
36	Capsule Counter	2	2	Yes	
37	Energy meter	2	2	Yes	
38	Hot Plate	2	2	Yes	
39	Humidity Control Oven	1	1	Yes	
40	Liquid Filling Machine	1	1	Yes	
41	Mechanical stirrer with speed regulator	2	2	Yes	
42	Precision Melting point Apparatus	1	1	Yes	
43	Tray Drier	1	1	Yes	
44	Distillation Unit	1	1	Yes	

Appratus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Ostwald's viscometer	15	15	Yes	
2	Stalagmometer	15	15	Yes	
3	Desiccator	5	5	Yes	
4	Suppository moulds	20	20	Yes	
5	Buchner Funnels Small, medium, large	0	0	Yes	

6	Filtration assembly	1	1	Yes	
7	Permeability Cups	5	5	Yes	
8	Andreason's Pipette	3	3	Yes	
9	Lipstick moulds	10	10	Yes	

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

Pharmaceutical Biotechnology

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Orbital shaker incubator	1	1	Yes	
2	Lyophilizer (Desirable)	1	0	No	
3	Gel Electrophoresis (Vertical and Horizontal)	1	1	Yes	
4	Phase contrast/Trinocular Microscope	1	1	Yes	
5	Refrigerated Centrifuge	1	1	Yes	
6	Fermenters of different capacity (Desirable)	1	0	No	
7	Tissue culture station	1	1	Yes	
8	Laminar airflow unit	1	1	Yes	
9	Diagnostic kits to identify infectious agents	1	1	Yes	
10	Rheometer	1	1	Yes	
11	Viscometer	1	1	Yes	
12	Micropipettes (single and multi channeled)	0	0	Yes	
13	Sonicator	1	1	Yes	
14	Respinometer	1	1	Yes	
15	BOD Incubator	1	1	Yes	
16	Paper Electrophoresis Unit	1	1	Yes	
17	Micro Centrifuge	1	1	Yes	
18	Incubator water bath	1	1	Yes	
19	Autoclave	1	1	Yes	
20	Refrigerator	1	1	Yes	
21	Filtration Assembly	1	1	Yes	
22	Digital pH meter	1	1	Yes	

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

Central Instrumentation Room

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Colorimeter	1	1	Yes	
2	Digital pH meter	1	1	Yes	
3	UV- Visible Spectrophotometer	1	1	Yes	

4	Flourimeter	1	1	Yes
5	Digital Balance (1mg sensitivity)	1	1	Yes
6	Nephelo Turbidity meter	1	1	Yes
7	Flame Photometer	1	1	Yes
8	Potentiometer	1	1	Yes
9	Conductivity meter	1	1	Yes
10	Fourier Transform Infra Red Spectrometer (Desirable)	1	0	No
11	HPLC	1	1	Yes
12	HPTLC (Desirable)	1	0	No
13	Atomic Absorption and Emission spectrophotometer (Desirable)	1	1	Yes
14	Biochemistry Analyzer (Desirable)	1	0	No
15	Carbon, Hydrogen, Nitrogen Analyzer (Desirable)	1	0	No
16	Deep Freezer (Desirable)	1	0	No
17	Ion- Exchanger	1	1	Yes
18	Lyophilizer (Desirable)	1	0	No

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

Observations of the Inspectors:

Compliance of the last recommendations by Inspectors

Specific obserations if not compiled

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
