

**Tracking Number: SIF/2014/100770**

**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**

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**A - I.1**

Name of the Institution	Rayat-Bahra Institute of Pharmacy
Complete Postal address:	Hoshiarpur
Telephone Number with STD Code	01882 275500
Fax No	01882275503
Email	rbiph@rayatbahra.com
Year of Establishment	2008
Status of the course conducting body	Private

(Enclose copy of Registration documents of Society/Trust)

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**A - I.2**

Name of the Society/Trust/Management (attach documentary evidence)	Rayat Bahra Group of Institutes
Address	SCO, 126-127, 3rd and 4th Floor, Sector 34-A, Chandigarh
Telephone Number with STD Code	01882 0275500
Fax No	001882275503
Email	rbiph@rayatbahra.com
Website	www.rayatbahra.com

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**A - I.3**

Name of the Person to be contacted by phone	Dr Chander Mohan
Designation	Principal
Address	Education City, Village Bohan, Hoshiarpur- Chandigarh Road, Hoshiarpur
STD Code	01882
Telephone Number	
Office	01882275500
Residence	275500
Mobile	9914008683
Fax No	01882275503
Email	cmlotia@hotmail.com

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**A - I.4**

Name of the Head of the Institution	Dr Chander Mohan
Address	Rayat Bahra Institute of Pharmacy, Education City, Village Bohan, Hoshiarpur- Chandigarh Road, Hoshiarpur

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				

## b. APPROVAL STATUS

Name of the Course	Approved Upto	Intake Approved and Admitted	PCI	State Govt	University	Remarks of the Inspectors
B Pharm		Approved Letter No & Date				
		Approved Intake				
		Actually Admitted				

## c. STATUS OF APPLICATION

COURSES INSPECTED FOR				
Course	Extension of Approval	Increase in Intake of Seates	Current Intake	Proposed increase in Intake
B Pharm				

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

No

## 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.

The Registrar Punjab Technical University, REC Campus, Amritsar Bye Pass,G.T. Road JALANDHAR-144 001.

Signature of the Head of the Institution

Signature of the Inspectors

## B - DETAILS OF THE INSTITUTION

## B - I.1

Name of the Principal

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Qualification / Experience	Qualification	Teaching Experience Required	Actual experience	Remarks of the Inspectors
	M. Pharm	- 15 years, out of which 5 years as Prof. / HOD	--	
	PhD	- 10 years, out of which at		

least 05 years as Asst. Prof
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\* 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	20/03/2012	No deficiency was reported	No	No

\* Enclose Documents

### B - I.3

Status of Governing Council	--
Details of the Governing Body	--
Minutes of the last Governing council Meeting	--

### B - I.4

Pay Scales

Staff	Scale of pay	PF	Gratuity	Pension benefit	Remarks of the Inspectors
Teaching Staff	AICTE/UGC/State Govt.	--	--	--	
Non-Teaching Staff	State Government	--	--	--	

### B - I.5

B Pharm Course: Admission statement for the past three year

ACADEMIC YEAR	2012-2013	2013-2014	2014-2015
Sanctioned	60	60	60
No. of Admissions	60	60	60
Unfilled Seats	0	0	0
No of Excess Admission	0	0	0

### B - I.6

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

ACADEMIC YEAR	2012-2013	2013-2014	2014-2015
1st Year	46	83	0
2nd Year	76	88	0
3rd Year	65	48	0
Final Year	83	68	0
Pass % (Final Year)	85	78	0

### B - II

Co-Curricular Activities / Sports Activities

Whether college has NSS Unit	--
If no give reasons	--
NSS Program Officer's Name	--
Programme Conducted Details	--
Whether students participating in University level cultural activities/Co-curricular/Sports activities	--

Physical Instructor	--
Sports Ground	--
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	--				
	b. Others	--				
2.	Tuition Fee	--	1.	Building	--	
3.	Library Fee	--	2.	Equipment	--	
4.	Sports Fee	--	3.	Others	--	
5.	Union Fee	--	REVENUE EXPENDITURE			
6.	Others	--	1.	Salary	--	
			2.	Maintenance Expenditure		
				i. College	--	
				ii. Others	--	
			3.	University Fee	--	
			4.	Apex Bodies Fee	--	
			5.	Government Fee	--	
			6.	Deposit held by the College	--	
			7.	Others	--	
			8.	Misc. Expenditure	--	
	<b>Total</b>	--		<b>Total</b>	--	

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

8207

Amenities and Circulation 4078  
Area

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)	300	

[\* 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 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	750	
2	Pharmaceutics	03 Laboratories	3	225	
3	Pharmaceutical Chemistry	02 Laboratories	2	150	
4	Pharmaceutical Analysis	01 Laboratory	1	75	
5	Pharmacology	02 Laboratories	2	150	
6	Pharmacognosy	01 Laboratories	1	75	
7	Pharmaceutical Biotechnology	01 Laboratory	1	75	
8	Preparation Room for each lab	10 sq mts (minimum)	10	180	
9	Area of the Machine Room	80-100 Sq.mts	1	80	
10	Central Instrumentation Room	80 Sq.mts with A/ C	1	80	
11	Store Room I	1 (Area 100 Sq mts)	1	100	
12	Store Room II	1 (Area 20 Sq mts)	1	20	

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

- All the Laboratories should be well lit & ventilated.
- All Laboratories should be provided with basic amenities and services like exhaust fans and fuming chamber to reduce the pollution whenever necessary.
- The workbenches should be smooth and easily cleanable preferably made of non-absorbant material.
- The water taps should be non-leaking and directly installed on skins Drainage should be efficient.
- Balance room should be attached to the cocerned 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	44	
2	Office - I - Establishment	01	60 Sq. mts	1	80	
3	Office - II - Academics			1	80	
4	Confidential Room			1	80	

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		10 Sq. mts x n (n=No.	12	120	

	B.Pharm course		of teachers)			
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#### 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	150	
3	Museum	01	50 Sq. mts (Maybe attached to the Pharmacognosy lab)	1	50	
4	Auditorium/ Multi Purpose Hall (Desirable)	01	250 - 300 seating capacity	1	100	
5	Seminar Hall	01		1	132	
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	1	150	

#### 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	1	24	
4	Toilet Blocks for Boys	01	24 Sq. mts	1	24	
5	Drinking Water facility - Water cooler (Essential)	01	--	1	1	
6	Boy's Hostel (Desirable)	01	9 Sq. mts/Room Single occupancy	1	9	
7	Girls's Hostel (Desirable)	01	9 Sq.mts/Room (Single occupancy) or 20 Sq.mts/Room (Triple occupancy)	1	9	
8	Power Backup Provision (Desirable)	01	--	1	125	

#### 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	75	
Computer (Latest Configuration)	1 system for every 10 students (UG & PG)	48	0	
Printers	1 Printer for every 10 computers	5	0	
Multi Media Projector	01	3	0	
Generator (5KVA)	01	1	0	

#### 9. Amenities(Desirable)

Name	Requirement as per Norms in area	Available		Not Available	Remarks/Deficiency
		No.	Area in Sq.mts		
Principal Quarters	80 Sq. Mtr.	1	80	Avaiable	
Staff Quarters	16 x 80 Sq. mts	10	800	Available	
Canteen	100 Sq. mts	1	120	Available	

Parking Area for staff and students		0	0	Available	
Bank Extension Counter		0	0	ATM facility Available	
Cooperative Stores		0	0	Available	
Guest House	80 Sq. mts	1	80	Available	
Transport Facility for students		8	0	Available	
Medical Facilities (First Aid)		1	80	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	No.	
1	Number Of Books	150	1500 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	868	2899	
2	Annual Addition of Books		100 to 150 books per year	101	498	
3	Periodicals Hard Copies/Online		10 National 05 International periodicals	10	5	
4	CDS		Adequate Nos	1	1	
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 - 8:00pm		

#### 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	1 X 60	2 X 30	

##### 2. Scheme of B. Pharm Course:

Semester

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

Commencement	Completion
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4. Vacation		No of Days		No of Days
	Summer :	15	Winter :	10

5. Total No. of working days 90

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	
Communicative English	36	36	0	0	0	
Pharmacognosy-I	36	47	36	36	12	
Inorganic Pharmaceutical Chemistry	48	48	36	36	12	
Pharmaceutical Analysis-I	48	50	36	36	12	
Computer Science & Application	36	36	36	36	12	
Introduction to Dosage Form	36	40	0	0	0	

**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	
Pharmaceutical Mathematics	48	53	0	0	0	
Pharmacognosy-II	36	47	36	39	13	
Unit Operation-I	36	39	36	36	12	
APHE - II	36	45	36	36	12	
Pharm. Industrial Management	36	39	0	0	0	
Organic Chemistry-II	48	50	36	39	13	

**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	
Biochemistry	36	42	36	36	12	
Pharmaceutical Technology-I	36	40	36	39	13	
Pharmacology-I	48	52	36	39	13	
Pharmacognosy-IV	36	43	36	42	14	
Biopharmaceutics & Pharmacokinetics	48	53	36	36	12	

**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 Biotechnology	48	48	0	0	0	
Pharmaceutical Tech.-II	48	49	36	36	12	
Pharm. Industrial Management	48	52	0	0	0	





		Physical Chemistry	0	6	0	0	0	0	0	0	0	6	
8	Miss. Jaspreet Kaur	Dosage form design Intellectual Property Rights Physical Pharmacy	0 3 3	6 0 6	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	6 3 9	
9	Miss. Seema Devi	Pharmacognosy III Pharmacognosy VI	3 0	6 8	0 0	0 0	0 0	0 0	0 0	0 0	0 0	9 8	
10	Mr. Amit Sharma	Clinical Pharmacy & Drug Interaction Pharmacology II	4 4	0 8	0 0	0 0	0 0	0 0	0 0	0 0	0 0	4 12	
11	Mr. DEEPAK SHARMA	Dispensing & Community Pharmacy Hospital Pharmacy	0 3	6 6	0 0	0 0	0 0	0 0	0 0	0 0	0 0	6 9	
12	Mr. Mandeep Singh	Pharmacognosy III Pharmacognosy VI	0 4	6 6	0 0	0 0	0 0	0 0	0 0	0 0	0 0	6 10	
13	Mr. Manoj Kumar Katual	Environmental Science Unit operation-II	3 0	0 6	0 0	0 0	0 0	0 0	0 0	0 0	0 0	3 6	
14	Mr. Rajesh Kumar	Dosage form design	4	6	0	0	0	0	0	0	0	10	
15	Mr. Sanjiv Duggal	APHE-I Pathophysiology of common diseases Pharmacology II	3 3 0	0 0 8	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	3 3 8	
16	Mrs. REETIKA	Pharmaceutical Microbiology Unit operation-II	3 3	6 6	0 0	0 0	0 0	0 0	0 0	0 0	0 0	9 9	
17	Mrs. Shivani	Dispensing & Community Pharmacy Hospital Pharmacy Pharmaceutical Jurisprudence and ethics	3 0 3	6 6 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	9 6 3	

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

Details	Year : 2012-2013	Year : 2013-2014	Year : 2014-2015
No of Students Appeared	20	14	0
No of Student Qualified	7	5	0
Percentage	35	36	

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

Events	Details For thr previous Year
No of Industrial Visits	6
Insdustrials Tour	6
Industrial Training	47
No of resourse persons from the Industry for Guest Lectures	3
No. of collaboration projects with Industry	1

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

Details	Year : 2012-2013	Year : 2013-2014	Year : 2014-2015
No of Students Appeared for campus interview	18	8	0
% Percentage	83	75	

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	State Pharmacy	Signature of Faculty	Remarks of Inspector
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					After PG	Coun. Reg No.		
1	Gurvinder Singh	Associate Professor	B Pharm, M Pharm,	15/06/2011	3.2 + 4.8	22960		
2	Manoj Kumar Katual	Asstt. Professor	B Pharm, M Pharm,	19/08/2008	6.0 + 0.0	14477		
3	Charanjit Kaur	Asstt. Professor	B Pharm, M Pharm,	07/08/2012	2.1 + 0.0	34123		
4	DEEPAK SHARMA	Asstt. Professor	B Pharm, M Pharm,	15/07/2013	1.1 + 0.0	35532		
5	Shivani	Asstt. Professor	M Pharm, B Pharm,	15/07/2013	1.1 + 0.7	Applied		
6	Jaspreet Kaur	Asstt. Professor	B Pharm, M Pharm,	15/07/2013	1.1 + 0.8	Applied		
7	Dr. Chander Mohan	Principal/Director	PHD, B Pharm,	31/10/2013	0.8 + 11.7	26115		

## 2. Qualification and Number of Staff Members

Qualification							
B Pharm		M Pharm		PhD		Others	
32		18		2		0	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	1	3	0	4	2
Pharmaceutical Analysis	1	0	--	0	--	0	1	0
Pharmacology	1	0	2	0	3	0	4	0
Pharmacognosy	1		2		3		3	
Pharmaceutics	1	0	2	0	3	0	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	10	
	Lecturer	4	0	
Department of Pharmaceutical Chemistry (including Pharmaceutical Analysis)	Professor	1	0	
	Asst. Professor	1	9	
	Lecturer	4	0	
Department of Pharmacology	Professor	1	0	
	Asst. Professor	1	2	
	Lecturer	3	0	
Department of Pharmacognosy	Professor	1	0	
	Asst. Professor	1	6	
	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
Dr Chander Mohan	Duration of 15 year and above	6
Dr. A MariaJohan Newton Mr. Sanjiv Duggal	Duration of 10 year and above	10
Mr. Gurvinder Singh Ms. Maninderjit Kaur Mr. Manoj Kumar Katual	Duration of 5 year and above	15
Mr. Rajesh Kumar Mr. Amit Sharma Ms. Charanjit Kaur Ms. jaspreet Kaur Mrs. Reetika Mrs. Shivani Mr. Deepak Sharma Mr. Narinder Kumar Ms. Archana Kumari Ms. Seema Devi Ms. Astha jain Ms. Kusha Sharma Mr. Mandeep Singh	Less than 5 years	75

#### 7. Details of Faculty Turnover

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
Mr. Manoj Kumar Katual Mr. Rajesh Kumar Ms. Maninderjit Kaur Mr. Gurvinder Singh Mr. Sanjiv Duggal	% of faculty retained in last 3 yrs	No	No	Yes	No

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

Sl No.	Designation	Required Number	Required Qualification	Available Number Qualification	Remarks of the Inspectors
1	Laboratory technician	1 for each Dept	D. Pharm	5 D Pharm	
2	Laboratory Assistants/ Attenders	1 for each Lab (minimum)	SSLC	3 12	
3	Office Superintendent	1	Degree	1 BA	
4	Accountant	1	Degree	1 M Com	
5	Store keeper	1	D. Pharm/ Degree	1 MA	
6	Computer Data Operator	1	BCA / Graduate with Computer Course	1 BCA	
7	First Division Assistant	1	Degree	1 MCA	
8	Second Division Assistant	2	Degree	2 MBA	
9	Peon	2	SSLC	2 10	
10	Cleaning personnel	Adequate	---	0	
11	Gardener	Adequate	---	0	

#### 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 No
										PT	TDS	EPF			
1	Sanjiv Duggal	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	12019	0	0	0	0	1816000107119166	AJAPD2388L	0
2	Gurvinder Singh	B Pharm, M Pharm,	Associate Professor	15600	0	0	0	10770	0	0	0	0	4942000100004774	BVKPS1476E	0
3	Charanjit Kaur	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	6000	0	0	0	0			
4	Rajesh Kumar	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	14220	0	0	0	0	34320004070466447	BPLPK7771R	
5	Amit Sharma	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	6000	0	0	0	0	3930000400000948		
6	Maninderjit Kaur	B Pharm, M Pharm,	Associate Professor	15600	0	0	0	6650	0	0	0	0	4130000400000907	CCCPK9848Q	0
7	Manoj Kumar Katual	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	15580	0	0	0	0	3432000407045341	BFYPK8069R	0
8	Mandeep Singh	M Pharm, M Pharm, B Pharm,	Asstt. Professor	15600	0	0	0	6000	0	0	0	0	34280001041860	FHJPS8148Q	0
9	Astha Jain	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	6000	0	0	0	0	0351000109262524	ATLPJ1046P	0
10	A Maria John Newton	M Pharm, PHD, B Pharm,	Associate Professor	15600	0	0	0	6000	0	0	0	0	0	AONPA7943M	0
11	DEEPAK SHARMA	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	6000	0	0	0	0	0	aAEWS1420S	0
12	Shivani	M Pharm, B Pharm,	Asstt. Professor	15600	0	0	0	6000	0	0	0	0	0	SVPF2093T	

13	REETIKA	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	6000	0	0	0	0	BQNPR7793D
14	Seema Devi	M Pharm, B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	6000	0	0	0	0	BVDPD3860N
15	Jaspreet Kaur	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	6000	0	0	0	0	CSZPK1088F
16	Dr. Chander Mohan	PHD, B Pharm,	Principal/Director	89000	0	0	15000	0	0	0	0	0	ARPPM6640O
17	Archana Kumari	B Pharm, M Pharm,	Asstt. Professor	15600	0	0	0	6000	0	0	0	0	CJKOP1415S

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
Sunil Sharma	Accountant	M Com	29/12/2009	12		
Parminder Singh	Office Superintendent	BA	08/07/2008	11		
Preet Pal Singh	Computer Data Operator	BCA	09/09/2010	4		
Gurdev Singh	Laboratory Technician	D Pharm	04/08/2014	10		
Manoj Kumar Sharma	Laboratory Technician	D Pharm	10/07/2012	6		
Amandeep Kaur	Laboratory Technician	D Pharm	17/02/2014	4		
Meva Lal	Laboratory Assistants	12	22/09/2008	6		
Saudagar	Laboratory Assistants	BA	01/06/2012	4		
Satnam Singh	Laboratory Assistants	12	02/01/2013	2		
Mrs Sunita	Librarian	M Lib	07/08/2008	8		
Pardeep	Peon	10	28/07/2008	5		
Rippan Kumar Dhandra	Store keeper	MA	07/07/2008	6		
Baljit Singh	Laboratory Technician	12	05/08/2008	6		
Kulwinder Kumar	Peon	10	25/07/2011	4		
Kulwant Singh	Laboratory Technician	D Pharm	07/08/2008	9		
Sharad Kalia	First Division Assistant	MCA	23/03/2010	5		
Shivani Dhir	Second Division Assistant	MBA	11/10/2010	4		
Sukhwinder Kaur	Second Division Assistant	MA	22/09/2010	4		

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. 2012-2013			Expenditure in Rs. 2013-2014			Expenditure in Rs. 2014-2015			Remarks of the Inspectors *
Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Recurring	
13100000	6400000	6700000	20700000	6700000	14000000	22500000	7500000	15000000	

**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	200000	180000	Chemicals	400000	350000	Chemicals	125000	114000	
Glassware	15000	10000	Glassware	20000	18000	Glassware	35000	28000	
Equipment	35000	30000	Equipment	1800000	1736000	Equipment	600000	400000	
Books	15000	10885	Books	200000	176531	Books	100000	85361	
Journals	50000	46633	Journals	50000	49629	Journals	60000	52575	

\*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	Sahli's haemocytometer	20	20	Yes	
4	Hutchinson's spirometer	1	1	Yes	
5	Sphygmomanometer	5	5	Yes	
6	Stethoscope	5	5	Yes	

7	Permanent Slides for various tissues	0	20	Yes	
8	Models for various organs	0	20	Yes	
9	Specimen for various organs and systems	0	10	Yes	
10	Skeleton and bones	0	1	Yes	
11	Different Contraceptive Devices and Models	0	0	No	
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	20	Yes	
23	Computer with LCD	1	1	Yes	
24	Software packages for experiment	1	1	Yes	
25	Standard graphs of various drugs	0	0	No	
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
1	Folin-Wu tubes	60	60	Yes	
2	Dissection Tray and Boards	10	10	Yes	
3	Haemostatic artery forceps	10	15	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	Autoclave	2	2	Yes	
2	Hot air oven	2	2	Yes	
3	B.O.D. incubator	1	1	Yes	
4	Refrigerator	1	1	Yes	
5	Laminar air flow	1	1	Yes	
6	Colony counter	2	2	Yes	
7	Zone reader	1	1	Yes	
8	Digital pH meter	1	1	Yes	
9	Microscope with stage and oil immersion objective	20	20	Yes	
10	Sterility testing unit	1	1	Yes	
11	Camera Lucida	15	15	Yes	
12	Eye piece micrometer	15	15	Yes	
13	Stage micrometer	20	20	Yes	
14	Incinerator	1	1	Yes	
15	Moisture balance	1	1	Yes	
16	Heating mantle	15	15	Yes	
17	Flourimeter	1	1	Yes	
18	Vacuum pump	2	2	Yes	
19	Micropipettes (Single and multi channeled)	2	2	Yes	
20	Micro Centrifuge	1	1	Yes	
21	Projection Microscope	1	1	Yes	
22	Microscope with stage micrometer	15	15	Yes	
23	Digital Balance	2	2	Yes	

#### Appratus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Clavengers apparatus	10	10	Yes	
2	Soxhlet apparatus	10	14	Yes	
3	TLC chamber and sprayer	10	10	Yes	
4	Distillation unit	1	1	Yes	
5	Reflux flask with condenser	20	20	Yes	
6	Water bath	20	22	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	6	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	2	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	9	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	15	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	2	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	7	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	25	Yes	
2	Stalagmometer	15	21	Yes	
3	Desiccator	5	5	Yes	
4	Suppository moulds	20	20	Yes	
5	Buchner Funnels Small, medium, large	0	0	No	
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	2	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	2	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	0	No	
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 observations 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**