

Tracking Number: SIF/2015/100159

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

Mount Zion College of Pharmaceutical Science and Research

Complete Postal address:

Chayalode (P.O), Ezhamkulam, Pathanamthitta (Dist), Kerala 691556, India

Telephone Number with STD Code

04734 241026

Fax No

04682212424

Email

mounzionpharmacycollege@gmail.com

Year of Establishment

2014

Status of the course conducting body

Society

(Enclose copy of Registration documents of Society/Trust)

A - I.2

Name of the Society/Trust/Management

SOCIETY

(attach documentary evidence)

Address

THE CHARITABLE EDUCATIONAL AND WELFARE SOCIETY KADAMINITTA
PATHANAMTHITTA KERALA

Telephone Number with STD Code

04734 241026

Fax No

04734241026

Email

kjabraham1234@gmail.com

Website

www.mounziongroup.org

A - I.3

Name of the Person to be contacted by phone

DR K J ABRAHAM

Designation

CHAIRMAN

Address

MOUNTZION COLLEGE OF PHARMACEUTICAL SCIENCE AND RESEARCH CHAYALODE
PO PATHANAMTHITTA
0468

STD Code

Telephone Number

Office

04734241026

Residence

2212424

Mobile

9497713069

Fax No

047344240532

Email

kjabraham1234@gmail.com

A - I.4

Name of the Head of the Institution

Dr PRASANTH V V

Address

MOUNTZION COLLEGE OF PHARMACEUTICAL SCIENCES AND RESEARCH CHAYALODE
PO,ADOOR PATHANAMTHITTA

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	2016-2017	644317	12/06/2015	

b. APPROVAL STATUS

Name of the Course	Approved Upto	Intake Approved and Admitted	PCI	State Govt	University	Remarks of the Inspectors
B Pharm	2015-2016	Approved Letter	32-1153/2013-	GO(MS)No	8375/AC.F/KUHS/2013	

		No & Date	PCI/4084-86 dt6/5/2015	52/2014/H&FWD 13/02/2014		
		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	0

Note: Enclose relevant documents

A - I.6

Whether other educational institutions/courses are also being run by the trust/instituion 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	Yes
Separate Campus	Yes
Multi Institutional Campus	Yes

Examining Authority:

Degree Course

With complete postal Address, Telephone No. and STD Code.

The Registrar, Kerala University of Health Sciences, Thrissur

Signature of the Head of the Institution

Signature of the Inspectors

B - DETAILS OF THE INSTITUTION

B - I.1

Name of the Principal

PRASANTH V V

Qualification / Experience	Qualification	Teaching Experience	Actual experience	Remarks of the
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			Required	15	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	08/07/2014	RECOMENDED	No	No

* Enclose Documents

B - I.3

Status of Governing Council	
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 No	No	No	
Non-Teaching Staff	State Government	Yes No	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	60	--
No. of Admissions	0	60	--
Unfilled Seats	60	0	--
No of Excess Admission	0	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	0	0	--
2nd Year	0	0	--
3rd Year	0	0	--
Final Year	0	0	--
Pass % (Final Year)	0	0	--

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

Whether college has NSS Unit	No
If no give reasons	NEW COLLEGE
NSS Program Officer's Name	
Programme Conducted Details	
Whether students participating in University level cultural activities/Co-curricular/Sports activities	No
Physical Instructor	Not 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	85000.00	1.	Building	25000000.00	
3.	Library Fee	0.00	2.	Equipment	25000000.00	
4.	Sports Fee	0.00	3.	Others	0.00	
5.	Union Fee	0.00	REVENUE EXPENDITURE			
6.	Others	23250.00	1.	Salary	0.00	
			2.	Maintenance Expenditure		
				i. College	0.00	
				ii. Others	0.00	
			3.	University Fee	1750.00	
			4.	Apex Bodies Fee	0.00	
			5.	Government Fee	0.00	
			6.	Deposit held by the College	10000.00	
			7.	Others	0.00	
			8.	Misc. Expenditure	0.00	
	Total	108250.00		Total	11750.00	

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

2500

Amenities and Circulation Area 625

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	2	90 sq. mts each (Desirable) 75 sq. mts each (Essential)	91	

[* To accomodate 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	4	360	
2	Pharmaceutics	03 Laboratories	1	91	
3	Pharmaceutical Chemistry	02 Laboratories	1	91	
4	Pharmaceutical Analysis	01 Laboratory	0	0	
5	Pharmacology	02 Laboratories	1	91	
6	Pharmacognosy	01 Laboratories	1	91	
7	Pharmaceutical Biotechnology	01 Laboratory	0	0	
8	Preparation Room for each lab	10 sq mts (minimum)	2	40	
9	Area of the Machine Room	80-100 Sq.mts	1	85	
10	Central Instrumentation Room	80 Sq.mts with A/ C	1	120	
11	Store Room I	1 (Area 100 Sq mts)	1	120	
12	Store Room II	1 (Area 20 Sq mts)	1	91	

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 prefebly made of non-absorbant material.

4. The water taps should be non-leaking and directly installed on skins 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	30	
2	Office - I - Establishment	01	60 Sq. mts	1	70	
3	Office - II - Academics			0	0	
4	Confidential Room			0	0	

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)	3	100	

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	91	
2	Library	01	150 Sq. mts	1	250	
3	Museum	01	50 Sq. mts (Maybe attached to the Pharmacognosy lab)	1	6825	
4	Auditorium/ Multi Purpose Hall (Desirable)	01	250 - 300 seating capacity	1	273	
5	Seminar Hall	01		1	273	
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	1	520	

7. Student Facilities

Sl.	Name of	Requirements as	Requirements as per Norms (in	Available	Remarks/Deficiency
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No.	Infrastructure	per Norms (in Number)	Area)	No.	Area in Sq.mts	
1	Girls's Common Room (Essential)	01	60 Sq. mts	1	90	
2	Boy's Common Room (Essential)	01	60 Sq. mts	1	90	
3	Toilet Blocks for Girls	01	24 Sq. mts	2	30	
4	Toilet Blocks for Boys	01	24 Sq. mts	2	30	
5	Drinking Water facility - Water cooler (Essential)	01	--	4	0	
6	Boy's Hostel (Desirable)	01	9 Sq. mts/Room Single occupancy	1	1250	
7	Girls's Hostel (Desirable)	01	9 Sq.mts/Room (Single occupancy) or 20 Sq.mts/Room (Triple occupancy)	1	1250	
8	Power Backup Provision (Desirable)	01	--	1	0	

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	91	
Computer (Latest Configuration)	1 system for every 10 students (UG & PG)	30	0	
Printers	1 Printer for every 10 computers	5	0	
Multi Media Projector	01	2	0	
Generator (5KVA)	01	1	0	

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	120	under construction	
Staff Quarters	16 x 80 Sq. mts	5	80	under construction	
Canteen	100 Sq. mts	1	120		

Parking Area fro staff and students		2	200		
Bank Extension Counter		0	0		
Cooperative Stores		1	91		
Guest House	80 Sq. mts	1	91		
Transport Facility for students		0	0	yes	
Medical Fecilities(First Aid)		0	0	yes	

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	712	1560	
2	Annual Addition of Books		100 to 150 books per year	0	0	
3	Periodicals Hard Copies/Online		10 National 05 International periodicals	0	0	
4	CDS		Adequate Nos	0	0	
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			9-5		

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			

2. Scheme of B. Pharm Course:

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

Commencement	Completion
--	--

4. Vacation

	No of Days		No of Days
Summer :	--	Winter :	--

5. Total No. of working days

--

6. Time Table copy Enclosed:

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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	
DISPENSING PHARMACY	0	0	0	0	0	
PHARMACOLOGY	0	0	0	0	0	
PHARMACUTICAL CHEMISTRY 1	0	0	0	0	0	
PHARMACUTICAL CHEMISTRY2	0	0	0	0	0	
PHARMACOGNOSY	0	0	0	0	0	
HUMAN ANATOMY AND PHYSIOLOGY	0	0	0	0	0	

B Pharm IV

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Name of the Event	2014-2015	2015-2016	2016-2017
Guest Lectures	--	--	--
Seminars	--	--	--
Workshops	--	--	--
Symposia	--	--	--

	2014-2015		2015-2016		2016-2017	
	National	International	National	International	National	International
Published	--	--	--	--	--	--
Presented	--	--	--	--	--	--

Class	I Sessional Dates		II Sessional Dates		III Sessional Dates		Remarks of the Inspectors
	Theory	Practicals	Theory	Practicals	Theory	Practicals	
I B. Pharm	--	--	--	--	--	--	
II B. Pharm	--	--	--	--	--	--	
III B. Pharm	--	--	--	--	--	--	
IV B. Pharm	--	--	--	--	--	--	

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[illegible]

III B.Pharm	--	--	--	--	--	--	--	--	
IV B.Pharm	--	--	--	--	--	--	--	--	

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
			I		II		III		IV			
			Th	Pr	Th	Pr	Th	Pr	Th	Pr		
1	Dr. Prasanth V.V											
2	Mrs. JENCY RACHAL											
3	Mrs. Jisha MS											
4	Mrs. Mrs.SHEELU P MATHEW											
5	Mrs. Shani Dominic											
6	Mrs. SUJA MS											

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	--	--	--
No of Student Qualified	--	--	--
Percentage	--	--	--

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

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

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	--	--	--
% Percentage	--	--	--

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
1	Prasanth V.V	Principal/Director	B Pharm, M Pharm,	01/07/2014	1.9 + 0.0	26209		
2	Mrs.SHEELU P MATHEW	Asstt. Professor	B Pharm, M Pharm,	22/06/2015	1.0 + 0.0	21105		
3	Shani Dominic	Lecturer	B Pharm, M Pharm,	15/06/2015	1.0 + 0.0	37608		
4	Jisha MS	Lecturer	B Pharm, M Pharm,	22/06/2015	1.0 + 0.0	39154		
5	JENCY RACHAL	Lecturer	B Pharm, M Pharm,	15/06/2015	1.0 + 0.0	36288		

2. Qualification and Number of Staff Members

Qualification							
B Pharm		M Pharm		PhD		Others	
7		7		0		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	2	2	0	3	0	4	0
Pharmaceutical Analysis	1	0	--	0	--	0	1	0
Pharmacology	1	1	2	0	3	0	4	0
Pharmacognosy	1		2		3		3	
Pharmaceutics	1	1	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 apponted.

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	1	
	Lecturer	4	0	
Department of Pharmaceutical Chemistry (including Pharmaceutical Analysis)	Professor	1	0	
	Asst. Professor	1	2	
	Lecturer	4	1	
Department of Pharmacology	Professor	1	0	
	Asst. Professor	1	0	
	Lecturer	3	1	
Department of Pharmacognosy	Professor	1	0	
	Asst. Professor	1	0	
	Lecturer	2	1	

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
0	Duration of 15 year and above	0
0	Duration of 10 year and above	0
0	Duration of 5 year and above	0
0	Less than 5 years	0

7. Details of Faculty Turnover

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
0	% 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:

Sl No.	Designation	Required Number	Required Qualification	Available Number Qualification	Remarks of the Inspectors
1	Laboratory technician	1 for each Dept	D. Pharm	4 D Pharm	
2	Labortory Assistants/ Attenders	1 for each Lab (minimum)	SSLC	4 Degree	
3	Office Superintendent	1	Degree	0	
4	Accountant	1	Degree	0	
5	Store keeper	1	D. Pharm/ Degree	1 Degree	
6	Computer Data Operator	1	BCA / Graduate with Computer Course	1 BTECH	
7	First Division Assistant	1	Degree	0	
8	Second Division Assistant	2	Degree	0	
9	Peon	2	SSLC	0	
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/C No	Total	Signature
										PT	TDS	EPF					
1	Prasanth V.V	B Pharm, M Pharm,	Principal/Director	70000	0	0	0	0	0	0	0	0	0	AWUPP9226B	0	70000	
2	Mrs.SHEELU P MATHEW	B Pharm, M Pharm,	Asstt. Professor	30000	0	0	0	0	0	0	0	0	0	AFPPC0117E	0	0	
3	JENCY RACHAL	B Pharm, M Pharm,	Lecturer	15600	0	0	0	0	0	0	0	0	0	AQGPJ4643W	0	15600	
4	Shani Dominic	B Pharm, M Pharm,	Lecturer	15600	0	0	0	0	0	0	0	0	0	A565575871	0	15600	
5	Jisha MS	B Pharm, M Pharm,	Lecturer	15600	0	0	0	0	0	0	0	0	0	AGPP22227E	0	15600	
6	SUJA MS	B Pharm, M Pharm,	Asstt. Professor	30000	0	0	0	0	0	0	0	0		ASDFR01245		30000	

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. Gratuuity 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
Mr.LINCY ALEX	Laboratory Technician	D Pharm	06/07/2015	0		
Mrs.SHILPA BOSE	Laboratory Technician	D Pharm	06/07/2015	2Yrs		
Mrs. KUSUMAM T MATHEW	Laboratory Technician	D Pharm	10/07/2015	2Yrs		
Mrs.DEEPIKA V	Laboratory Technician	D Pharm	10/07/2015	2Yrs		
Mr BENNY	Laboratory Assistants	Degree	10/08/2015	1Yrs		
Mr REJI ABRAHAM	Laboratory Assistants	Degree	03/08/2015	1Yrs		
Mr.RATHEESH R	Librarian	DegreeBAMLISC	10/07/2015	5Yrs		
Mr NITHIN S SIVA	Computer Data Operator	BTECH	13/07/2015	1Yrs		
Mr B CHANDRAN	Store keeper	Degree	08/06/2015	8Yrs		
Mrs.PRIYA R	Librarian	Degree	06/07/2015	0		
Mrs.KALA	Laboratory Assistants	Degree	13/07/2015	1		
Mrs.GEETHA.R	Laboratory Assistants	Degree	07/07/2015	1Yrs		

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	No	
5	Final Marks Register	No	
6	Student Attendance Registers	No	
7	Minutes of meetings-Teaching Staff	No	
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	
665321	665321	665321	0	0	0	--	--	--	

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	200000	Chemicals	0	0	Chemicals	--	--	
Glassware	300000	300000	Glassware	0	0	Glassware	--	--	
Equipment	1000000	1000000	Equipment	0	0	Equipment	--	--	
Books	760866	760866	Books	0	0	Books	--	--	

Journals	40000	40000	Journals	0	0	Journals	--	--	
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*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	25	No	
2	Haemocytometer with Micropipettes	20	0	No	
3	Sahli's haemocytometer	20	0	No	
4	Hutchinson's spirometer	1	0	No	
5	Sphygmomanometer	5	5	No	
6	Stethoscope	5	5	No	
7	Permanent Slides for various tissues	0	1	No	
8	Models for various organs	0	1	No	
9	Specimen for various organs and systems	0	1	No	
10	Skeleton and bones	0	1	No	
11	Different Contraceptive Devices and Models	0	1	No	
12	Muscle electrodes	1	0	No	
13	Lucas moist chamber	1	0	No	
14	Myographic lever	1	0	No	
15	Stimulator	1	0	No	
16	Centrifuge	1	2	No	
17	Electronic Balance	1	2	No	
18	Physical /Chemical Balance	1	1	No	
19	Sherrington's Kymograph Machine / Polyrite	10	10	No	
20	Sherrington Drum	10	5	No	
21	Perspex bath assembly (single unit)	10	10	No	
22	Aerators	10	5	No	
23	Computer with LCD	1	1	No	
24	Software packages for experiment	1	0	No	
25	Standard graphs of various drugs	0	0	No	
26	Actophotometer	1	0	No	
27	Rotarod	1	0	No	
28	Pole climbing apparatus	1	0	No	
29	Analgesiometer (Eddy's hot plate and radiant heat methods)	1	1	No	
30	Convulsiometer	1	0	No	
31	Plethysmograph	1	0	No	
32	Digital pH meter	1	1	No	

Appratus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Folin-Wu tubes	60	0	No	
2	Dissection Tray and Boards	10	0	No	
3	Haemostatic artery forceps	10	0	No	
4	Hypodermic syringes and needles of size 15,24,26G	10	0	No	
5	Levers, cannulae	20	0	No	

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	10	No	
2	Digital Balance	2	0	No	
3	Autoclave	2	2	No	
4	Hot air oven	2	1	No	
5	B.O.D.incubator	1	0	No	
6	Refrigerator	1	0	No	
7	Laminar air flow	1	0	No	
8	Colony counter	2	0	No	
9	Zone reader	1	0	No	
10	Digital pH meter	1	1	No	
11	Microscope with stage and oil immersion objective	20	0	No	
12	Sterility testing unit	1	0	No	
13	Camera Lucida	15	0	No	
14	Eye piece micrometer	15	5	No	
15	Stage micrometer	20	0	No	
16	Incinerator	1	0	No	
17	Moisture balance	1	0	No	
18	Heating mantle	15	5	No	
19	Flourimeter	1	0	No	
20	Vacuum pump	2	0	No	
21	Micropipettes (Single and multi channeled)	2	0	No	
22	Micro Centrifuge	1	1	No	
23	Projection Microscope	1	0	No	

Appratus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Reflux flask with condenser	20	2	No	
2	Water bath	20	5	No	
3	Clavengers apparatus	10	0	No	
4	Soxhlet apparatus	10	0	No	
5	TLC chamber and sprayer	10	0	No	
6	Distillation unit	1	1	No	

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	No	
2	Oven	3	2	No	
3	Refrigerator	1	1	No	
4	Analytical Balances for demonstration	5	1	No	
5	Digital balance 10mg sensitivity	10	1	No	
6	Suction pumps	6	0	No	
7	Muffle Furnace	1	0	No	
8	Mechanical Stirrers	10	2	No	
9	Magnetic Stirrers with Thermostat	10	0	No	
10	Vacuum Pump	1	0	No	
11	Digital pH meter	1	1	No	
12	Microwave Oven	1	1	No	

Appratus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Distillation Unit	2	2	No	
2	Reflux flask and condenser single necked	20	0	No	
3	Reflux flask and condenser double / triple necked	20	0	No	
4	Burettes	40	40	No	
5	Arsenic Limit Test Apparatus	20	0	No	
6	Nessler's Cylinders	40	20	No	

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	0	No	
2	Digital balance (10 mg sensitivity)	5	1	No	
3	Microscopes	5	5	No	
4	Stage and eye piece micrometers	5	0	No	
5	Brookfield's viscometer	1	0	No	
6	Ball mill	1	0	No	
7	Sieve shaker with sieve set	1	0	No	
8	Double cone blender	1	0	No	
9	Propeller type mechanical agitator	5	0	No	
10	Autoclave	1	1	No	
11	Steam distillation still	1	1	No	
12	Vacuum Pump	1	0	No	
13	Standard sieves, sieve no. 8, 10, 12, 22, 24, 44, 66, 80	0	0	No	
14	Tablet punching machine	1	0	No	
15	Capsule filling machine	1	0	No	
16	Ampoule washing machine	1	0	No	
17	Ampoule filling and sealing machine	1	0	No	
18	Tablet disintegration test apparatus IP	1	0	No	
19	Tablet dissolution test apparatus IP	1	0	No	
20	Monsanto's hardness tester	1	0	No	
21	Pfizer type hardness tester	1	0	No	
22	Friability test apparatus	1	0	No	

23	Clarity test apparatus	1	0	No	
24	Ointment filling machine	1	0	No	
25	Collapsible Tube Crimping Machine	1	0	No	
26	Tablet coating pan	1	0	No	
27	Magnetic stirrer, 500ml and 1 liter capacity, with variable speed control.	10	5	No	
28	Digital pH meter	2	1	No	
29	All purpose equipment with all accessories	1	0	No	
30	Aseptic Cabinet	1	0	No	
31	BOD Incubator	2	0	No	
32	Bottle washing Machine	1	0	No	
33	Bottle Sealing Machine	1	0	No	
34	Bulk Density Apparatus	2	0	No	
35	Conical Percolator (glass/ copper/ stainless steel)	10	0	No	
36	Capsule Counter	2	0	No	
37	Energy meter	2	0	No	
38	Hot Plate	2	2	No	
39	Humidity Control Oven	1	0	No	
40	Liquid Filling Machine	1	0	No	
41	Mechanical stirrer with speed regulator	2	2	No	
42	Precision Melting point Apparatus	1	0	No	
43	Tray Drier	1	0	No	
44	Distillation Unit	1	1	No	

Appratus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Ostwald's viscometer	15	0	No	
2	Stalagmometer	15	0	No	
3	Desiccator	5	2	No	
4	Suppository moulds	20	20	No	
5	Buchner Funnels Small, medium, large	0	0	No	
6	Filtration assembly	1	0	No	
7	Permeability Cups	5	0	No	
8	Andreason's Pipette	3	0	No	
9	Lipstick moulds	10	10	No	

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	0	No	
2	Lyophilizer (Desirable)	1	0	No	
3	Gel Electrophoresis (Vertical and Horizontal)	1	0	No	
4	Phase contrast/Trinocular Microscope	1	0	No	
5	Refrigerated Centrifuge	1	0	No	
6	Fermenters of different capacity (Desirable)	1	0	No	
7	Tissue culture station	1	0	No	
8	Laminar airflow unit	1	0	No	
9	Diagnostic kits to identify infectious agents	1	0	No	
10	Rheometer	1	0	No	

11	Viscometer	1	0	No	
12	Micropipettes (single and multi channeled)	0	0	No	
13	Sonicator	1	0	No	
14	Respinometer	1	0	No	
15	BOD Incubator	1	0	No	
16	Paper Electrophoresis Unit	1	0	No	
17	Micro Centrifuge	1	0	No	
18	Incubator water bath	1	0	No	
19	Autoclave	1	0	No	
20	Refrigerator	1	0	No	
21	Filtration Assembly	1	0	No	
22	Digital pH meter	1	0	No	

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	No	
2	Digital pH meter	1	1	No	
3	UV- Visible Spectrophotometer	1	1	No	
4	Flourimeter	1	0	No	
5	Digital Balance (1mg sensitivity)	1	1	No	
6	Nephelo Turbidity meter	1	0	No	
7	Flame Photometer	1	0	No	
8	Potentiometer	1	0	No	
9	Conductivity meter	1	0	No	
10	Fourier Transform Infra Red Spectrometer (Desirable)	1	0	No	
11	HPLC	1	0	No	
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	0	No	
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
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