

**Tracking Number: SIF/2015/100461**

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	Pathfinder Institute of Pharmacy Education & Research
Complete Postal address:	Opp. Warangal Airport, Beside Mamnoor Camp, Khammam Road, Warangal-506 166 (Andhra Pradesh)
Telephone Number with STD Code	0870 2420288
Fax No	08702420288
Email	principalpiper@yahoo.com
Year of Establishment	2007
Status of the course conducting body	Society

(Enclose copy of Registration documents of Society/Trust)

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A - I.2

Name of the Society/Trust/Management (attach documentary evidence)	N VENKATESHWAR RAO
Address	Secretary " cum " Correspondent 1-7-1146, Advocates Colony, Hanamkonda, Warangal " 506001. Mo. 9908829988.
Telephone Number with STD Code	0870 2420288
Fax No	08702420288
Email	principalpiper@yahoo.com
Website	www.piperedu.org

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A - I.3

Name of the Person to be contacted by phone	Anna Balaji
Designation	Professor and Principal
Address	Flat No. B-3, 3rd Floor, Siri Enclave, Road No.2, Advocates Colony, Hanamkonda -506 001 Telangana.
STD Code	0870
Telephone Number	
Office	08702420288

Residence 2420288  
 Mobile 9550474330  
 Fax No 08702420288  
 Email drannabalaji@gmail.com

A - I.4

Name of the Head of the Institution Dr ANNA BALAJI  
 Address Flat No. B-3, 3rd Floor, Siri Enclave, Road No.2,  
 Advocates Colony, Hanamkonda -506 001 Telangana.

Signature of the Head of the Institution

Signature of the Inspectors

A - I.5

FOR INSTITUTION SEEKING CONTINUATION OF APPROVAL

a. DETAILS OF AFFLIATION FEE PAID

Name of the Course	Affiliation Fee Paid Upto	Receipt No.	Dated	Remarks of the Inspectors
B Pharm	2016	769716	28/08/2014	

b. APPROVAL STATUS

Name of the Course	Approved Upto	Intake Approved and Admitted	PCI	State Govt	University	Remarks of the Inspectors
B Pharm	2016	Approved Letter No & Date	F.No.02.253/2013-PCI-Item No.-196	GO.Rt.No 60	536/cdc/ku/2013 Dt.06/08/2013	
		Approved Intake	60	60	60	
		Actually Admitted	38	38	38	

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	60

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  No

Examining Authority:

Degree Course

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

The Registrar ,Kakatiya University,Vidyananyapuri,Warangal - 506 009

Signature of the Head of the Institution

Signature of the Inspectors

B - DETAILS OF THE INSTITUTION

B - I.1

Name of the Principal

Dr ANNA BALAJI

Qualification / Experience	Qualification		Teaching Experience Required	Actual experience	Remarks of the Inspectors
	M. Pharm	Yes	15 years, out of which 5 years as Prof. / HOD		
	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	05/12/2013	Copy Enclosed	Yes	No

\* Enclose Documents

B - I.3

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

B - I.4

Pay Scales

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

B - I.5

B Pharm Course: Admission statement for the past three year

ACADEMIC YEAR	2013-2014	2014-2015	2015-2016
Sanctioned	60	60	60
No. of Admissions	38	38	0
Unfilled Seats	22	22	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	2013-2014	2014-2015	2015-2016
1st Year	89	92	0
2nd Year	0	95	97
3rd Year	100	0	84
Final Year	89	82	0
Pass % (Final Year)	89	82	0

B - II

Co-Curricular Activities / Sports Activities

Whether college has NSS Unit	Yes
If no give reasons	NA
NSS Program Officer's Name	Ashwin Kumar
Programme Conducted Details	Blood Donation Camp, Swatchh Bharath Abiyan
Whether students participating in University level cultural activities/Co-curricular/Sports activities	Yes
Physical Instructor	Available
Sports Ground	Individual
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	7889812.00	1.	Building	42249.00		
3.	Library Fee	0.00	2.	Equipment	223818.00		
4.	Sports Fee	0.00	3.	Others	3523799.00		
5.	Union Fee	0.00	REVENUE EXPENDITURE				
6.	Others	146675.00	1.	Salary	5061050.00		
			2.	Maintenance Expenditure			
			i. College	0.00			
			ii. Others	0.00			
			3.	University Fee	444782.00		
			4.	Apex Bodies Fee	334558.00		
			5.	Government Fee	0.00		
			6.	Deposit held by the College	0.00		
			7.	Others	0.00		
			8.	Misc. Expenditure	406231.00		
	Total	8036487.00		Total	6246621.00		

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<br>6672 |

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	6	90 sq. mts each (Desirable) 75 sq. mts each (Essential)	450	

[\* 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	12	1037	
2	Pharmaceutics	03 Laboratories	3	0	
3	Pharmaceutical Chemistry	02 Laboratories	2	0	
4	Pharmaceutical Analysis	01 Laboratory	1	0	
5	Pharmacology	02 Laboratories	2	0	
6	Pharmacognosy	01 Laboratories	1	0	
7	Pharmaceutical Biotechnology	01 Laboratory	1	0	
8	Preparation Room for each lab	10 sq mts (minimum)	5	0	
9	Area of the Machine Room	80-100 Sq.mts	1	101	
10	Central Instrumentation Room	80 Sq.mts with A/ C	1	100	
11	Store Room I	1 (Area 100 Sq mts)	1	100	
12	Store Room II	1 (Area 20 Sq mts)	1	50	

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 skins Drainage should be efficient.
5. 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	32	
2	Office - I - Establishment	01	60 Sq. mts	1	50	
3	Office - II - Academics			1	50	
4	Confidential Room			1	30	

5. Staff Facilities

Sl. No.	Name of Infrastructure	Requirements as per Norms (in	Requirements as per Norms (in Area)	Available		Remarks/Deficiency
				No.	Area in Sq.mts	

		Number)				
1	HODs for B.Pharm course	Minimum 4	20 Sq. mts x 4	4	93	
2	Faculty Rooms for B.Pharm course		10 Sq. mts x n (n=No. of teachers)	8	280	

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	150	
5	Seminar Hall	01		1	150	
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	2	500	

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	50	
4	Toilet Blocks for Boys	01	24 Sq. mts	2	50	
5	Drinking Water facility - Water cooler (Essential)	01	--	1	30	
6	Boy's Hostel (Desirable)	01	9 Sq. mts/Room Single occupancy	0	0	
7	Girls's Hostel (Desirable)	01	9 Sq.mts/Room (Single occupancy) or 20 Sq.mts/Room (Triple occupancy)	0	0	

8	Power Backup Provision (Desirable)	01	--	1	20	
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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	100	
Computer (Latest Configuration)	1 system for every 10 students (UG & PG)	40	0	
Printers	1 Printer for every 10 computers	4	0	
Multi Media Projector	01	8	0	
Generator (5KVA)	01	20	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.	0	0		
Staff Quarters	16 x 80 Sq. mts	0	0		
Canteen	100 Sq. mts	1	100		
Parking Area for staff and students		1	500		
Bank Extension Counter		0	0		
Cooperative Stores		0	0		
Guest House	80 Sq. mts	0	0		
Transport Facility for students		3	0		
Medical Facilities(First Aid)		1	200		

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	434	4068	
2	Annual Addition of Books		100 to 150 books per year	158	2098	
3	Periodicals Hard		10 National 05 International	23	12	

	Copies/Online		periodicals			
4	CDS		Adequate Nos	5	5	
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			8.00 am to 8.00 pm		

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	20:1	

2. Scheme of B. Pharm Course:

Semester

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

Commencement	Completion
01/08/2015	31/07/2016

4. Vacation

	No of Days		No of Days
Summer :	30	Winter :	10

5. Total No. of working days

225

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	
Pharmaceutical Organic Chemistry-I	100	110	78	75	26	
Pharmaceutical Inorganic&Analytical Chemistry	75	76	78	75	26	
Dispensing&General Pharmacy	75	110	78	75	26	
Biochemistry	50	90	78	75	26	
English	50	64	0	0	0	
Remedial Maths/Biology	50	64	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 Organic Chemistry-II	40	70	0	0	0	
Pharmaceutical Microbiology & Immunology -II	40	65	75	75	25	
Biostatistics & Computer Applications	50	65	75	75	25	
Human Anatomy & Physiology -I	40	78	0	0	0	
Pharmaceutical Engineering	50	65	75	75	25	
Pharmaceutical Organic Chemistry-III	50	65	75	75	25	
Pharmaceutical Microbiology & Immunology -II	50	66	0	0	0	
Environmental Science	50	70	0	0	0	
Human Anatomy & Physiology	50	67	75	75	25	
Pharmacy Management	50	65	0	0	0	

**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	

Cosmetic Tech	1	1	1	1	1	
Ph. Inst. Analysis	1	1	1	1	1	
Med Chem - I	1	1	1	1	1	
Ph.Cog-I	1	1	1	1	1	
Ph.Col-I	1	1	1	1	1	
Phy.Pharm	1	1	1	1	1	
Ph Jurisprudence	1	1	1	1	1	

**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	
Pharmacology-II	1	1	1	1	1	
Pharmacognosy-II	1	1	1	1	1	
Pharmaceutical Technology	1	1	1	1	1	
Medicinal Chemistry-II	1	1	1	1	1	
Hospital & clinical pharmacy	1	1	1	1	1	
Pharmaceutical Biotechnology	1	1	1	1	1	
Biopharmaceutics & Pharmacokinetics	1	1	1	1	1	

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	2013-2014	2014-2015	2015-2016
Guest Lectures	1	2	3
Seminars	0	0	0
Workshops	0	0	0
Symposia	0	0	0

B. Papers Presented/Published during last 3 years

	2013-2014		2014-2015		2015-2016	
	National	International	National	International	National	International
Published	0	0	0	0	0	0
Presented	0	0	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	19/01/2015	01/01/1900	13/04/2015	01/01/1900	22/07/2015	27/07/2015	
II B.	22/06/2015	01/01/1900	27/07/2015	30/07/2015	01/01/1900	01/01/1900	

Pharm							
III B. Pharm	18/02/2015	08/04/2015	13/04/2015	08/04/2015	13/04/2015	08/04/2015	
IV B. Pharm	--	--	--	--	--	--	

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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
II B.Pharm	6.00	7.00	31.00	28.00	0.00	2.00	0.00	0.00	
III B.Pharm	9.00	9.00	20.00	24.00	1.00	0.00	3.00	0.00	
IV B.Pharm	0.00	0.00	0.00	0.00	0.00	0.00	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
			I		II		III		IV			
			Th	Pr	Th	Pr	Th	Pr	Th	Pr		
1	Dr. A SHILPA											
2	Dr. ANIL KUMAR VEERAGONI											
3	Dr. ANNA BALAJI											
4	Dr. CHINTHALA AVINASH	MICRO I	0	0	3	6	0	0	0	0	9	
5	Dr. G Yuvraj											
6	Dr. MACHARAM JEEVAN	CTECH	0	0	0	0	2	3	0	0	5	
7	Dr. P GIRIJA											
8	Dr. P MAheshwar Reddy	Biochemistry	2	6	0	0	0	0	0	0	8	
9	Dr. PONAGANTI RAKESH											
10	Dr. SAIKAT DAS											
11	Dr. SIDDABOINA ARUN KUMAR											
12	Miss. M Bhavani	POC II	0	0	3	0	0	0	0	0	3	
13	Miss. S SWATHI	PH ANALYSIS	0	0	0	0	4	0	0	0	4	
14	Mr. B Natraj	CTECH	0	0	0	0	2	3	0	0	5	
15	Mr. B SUNIL KUMAR	PH COG I	0	0	0	0	0	0	6	6	12	
16	Mr. GANESH K	PP	0	0	0	0	3	0	0	0	3	
17	Mr. JALAGAM MANOJ KUMAR											
18	Mr. K Sai Krishna	PH TECH	0	0	0	0	0	0	6	6	12	
19	Mr. Kanakachari N	Ph Engg	0	0	4	6	0	0	0	0	10	

20	Mr. MD GHOUSE PASHA	PH ANALYSIS	0	0	0	0	2	6	0	0	8	
21	Mr. NISHANT V											
22	Mr. SANDEEP KUMAR Ch	PP	0	0	0	0	3	6	0	0	9	
23	Mr. SANDEEP V	POC I	4	6	0	0	0	0	0	0	10	
24	Mr. T ASHWIN KUMAR											
25	Mr. V RAMAN KOUNDINYA	Dispensing and Gen Pharmacy	3	6	0	0	0	0	0	0	9	
26	Mrs. DESARAJU BHARGAVI	PIAC	3	6	0	0	0	0	0	0	9	
27	Mrs. HIMA BINDU	PH COL TOXICOLOGY	0	0	0	0	0	0	6	6	12	
28	Mrs. Pravalika T	HAP I	0	0	3	0	0	0	0	0	3	
29	Mrs. SWETHA P											

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

Details	Year : 2013-2014	Year : 2014-2015	Year : 2015-2016
No of Students Appeared	0	0	0
No of Student Qualified	0	0	0
Percentage	0	0	0

14. Whether the Institution has an Industry interaction Cell: Not Available

Events	Details For thr previous Year
No of Industrial Visits	1
Industrials Tour	1
Industrial Training	15
No of resourse persons from the Industry for Guest Lectures	0
No. of collaboration projects with Industry	0

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

Details	Year : 2013-2014	Year : 2014-2015	Year : 2015-2016
No of Students Appeared for campus interview	22	179	0
% Percentage	5	5	0

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 Joinin	Teaching Experience After PG	State Pharmacy Coun.	Signature of Faculty	Remarks of Inspector
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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	<b>14</b>	
	Professor	4	<b>0</b>	
	Lecturer			
Department of Pharmaceutical Chemistry (including Pharmaceutical Analysis)	Professor	1	1	
	Asst. Professor	1	<b>3</b>	
	Professor	4	<b>0</b>	
	Lecturer			
Department of Pharmacology	Professor	1	0	
	Asst. Professor	1	<b>3</b>	
	Professor	3	<b>0</b>	
	Lecturer			
Department of Pharmacognosy	Professor	1	0	
	Asst. Professor	1	<b>1</b>	
	Professor	2	<b>0</b>	
	Lecturer			

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
	Duration of 15 year and above	0
	Duration of 10 year and above	0
Mr. Manoj Kumar, Mr. R. Sridhar,	Duration of 5 year and above	4
Dr. Anna Balaji, Dr. G. Yuvaraj, Mr. Saikat Das, Mr. T. Ashwin Kumar, Ms. A. Shilpa, Mrs. T. Pravalika, Mr. V. Raman Koundinya, Mr. M. Jeevan Kumar, Mr. Ch. Avinash, Mr. Md. Ghouse Pasha Mr. V. Nishant, Mr. Kanakachary, Mr. Ch. Sandeep, Mr. Ganesh, Mr. B. Natraj, Mr. K. Saikrishna, Mr. B. Sunil Kumar, Mr. V. Anil Kumar, Mr. P. Rakesh Mr. V. Sandeep, Ms. M. Bhavani, Mr. P. Maheshwar Reddy, Ms. S. Swathi Ms. D. Bhargavi, Mrs. P. Girija, Ms. S. Hima Bindu, Mrs. P. Swetha, Mr. Arun Kumar, Ms. B. S	Less than 5 years	96

7. Details of Faculty Turnover

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
Mr. Manoj Kumar, Mr. Saikat Das, Mr. T. Ashwin Kumar, Mr. R. Sridhar	% of faculty retained in last 3 yrs	No	No	No	Yes



26	M Bhavani	B Pharm, M Pharm,	Asstt. Professor	0	0	0	0	0	0	0	0	0	0	APPL
27	K Sai Krishna	B Pharm, M Pharm,	Asstt. Professor	0	0	0	0	0	0	0	0	0	0	CXQP
28	S SWATHI	M Pharm, B Pharm,	Asstt. Professor	0	0	0	0	0	0	0	0	0	0	APPL
29	B SUNIL KUMAR	M Pharm, B Pharm,	Asstt. Professor	0	0	0	0	0	0	0	0	0	0	BQJP

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
Mr. N. Ramchander Rao	Office Superintendent	B.A	01/09/2007	41 yrs		
Mrs. A. R. Yamuna Devi	Administrative Officer	B.Com MBA	02/05/2014	06		
Mr. K. Kamalakar	Accountant	B.Sc.	16/08/2011	08		
Mr. P. Suman	First Division Assistant	PG	01/01/2014	08		
B. Sandhya Rani	Second Division Assistant	MA. BEd	01/12/2011	04		
Ch. Ravi	Librarian	MLiSc	01/01/2014	08		
Mrs. Rajyam	Librarian	B.LiSc	01/10/2014	05		
K. Bhaskar	Laboratory Technician	D.Pharm	02/06/2013	02		
V. Rajesh	Laboratory Technician	D. Pharm	04/03/2013	02		
D. Srikanth	Laboratory Technician	D. Pharm	06/02/2012	03		
D. Swetha	Laboratory Technician	D.Pharm	15/04/2013	02		
T. Kalpana	Laboratory Technician	B.Pharm	28/08/2012	03		
T. Venkatesh	Laboratory Technician	B.Pharm	01/09/2013	02		
E. Ramu	Laboratory Assistants	DMIT	05/10/2009	06		
B. Rama Devi	Laboratory Assistants	DMLT	05/10/2009	06		
Ch. Manjula	Laboratory Assistants	B.Sc.	05/07/2011	04		
M. Naveen	Laboratory Assistants	MSc.	01/02/2013	02		
M. Srilatha	Laboratory Assistants	B.Pharm	15/07/2014	01		
M. Surendar	Laboratory Assistants	B.Pharm	15/07/2014	01		
D. Mahesh	Laboratory Assistants	B.Pharm	15/07/2014	01		
Y. Agaiah	Laboratory Assistants	B.Pharm	15/07/2014	01		

V. Ravi	Laboratory Assistants	BCom	03/10/2010	06		
V. Vinesh	Laboratory Assistants	SSC	01/02/2012	03		
B. Savitha	Laboratory Assistants	SSC	08/07/2007	08		
K. Ravi	Laboratory Assistants	BSc	01/09/2008	10		
Bhaskar	Peon	SSC	08/08/2008	07		
Ch. Sravanthi	Peon	SSC	01/07/2013	02		
Priyadarshani	Cleaning personnel	SSC	04/08/2013	02		
Renuka	Cleaning personnel	SSC	12/02/2015	04		
B. Sambaiah	Gardener	SSC	08/07/2007	08		

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. 2013-2014			Expenditure in Rs. 2014-2015			Expenditure in Rs. 2015-2016			Remarks of the Inspectors*
Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Recurring	
1500000	0	1488208	650000	4702300	1321269	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	Incurr ed	Total budget allocated	Sanctioned	Incurr ed	Total budget allocated	Sanctioned	Incurr ed	Remarks of the Inspectors*
Chemicals	300000	274177	Chemicals	300000	90818	Chemicals	0	0	
Glassware	300000	272610	Glassware	30000	13300	Glassware	0	0	
Equipmen t	30000	18600	Equipmen t	70000	65500	Equipment	0	0	
Books	200000	178900	Books	200000	132635	Books	0	0	
Journals	100000	58000	Journals	100000	63582	Journals	0	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 "E" EQUIPMENT AND APPARATUS

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

<b>Department of Pharmacology</b>					
Equipments:					
Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Microscopes	15	45	Yes	
2	Haemocytometer with Micropipettes	20	20	Yes	
3	Sahlia€™s haemocytometer	20	20	Yes	
4	Hutchinsona€™s spirometer	1	1	Yes	
5	Spygmomanometer	5	5	Yes	
6	Stethoscope	5	5	Yes	
7	Permanent Slides for various tissues	0	16	Yes	
8	Models for various organs	0	5	Yes	
9	Specimen for various organs and systems	0	3	Yes	
10	Skeleton and bones	0	2	Yes	
11	Different Contraceptive Devices and Models	0	8	Yes	
12	Muscle electrodes	1	1	Yes	
13	Lucas moist chamber	1	1	Yes	
14	Myographic lever	1	20	Yes	
15	Stimulator	1	20	Yes	
16	Centrifuge	1	3	Yes	
17	Electronic Balance	1	1	Yes	

18	Physical /Chemical Balance	1	1	Yes	
19	Sherringtonâ€™s Kymograph Machine / Polyrite	10	29	Yes	
20	Sherrington Drum	10	29	Yes	
21	Perspex bath assembly (single unit)	10	29	Yes	
22	Aerators	10	29	Yes	
23	Computer with LCD	1	1	Yes	
24	Software packages for experiment	1	1	Yes	
25	Standard graphs of various drugs	0	12	Yes	
26	Actophotometer	1	1	Yes	
27	Rotarod	1	1	Yes	
28	Pole climbing apparatus	1	2	Yes	
29	Analgesiometer (Eddyâ€™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	30	Yes	
3	Haemostatic artery forceps	10	20	Yes	
4	Hypodermic syringes and needles of size 15,24,26G	10	12	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	No	
2	Digital Balance	2	2	No	
3	Autoclave	2	2	No	
4	Hot air oven	2	2	No	
5	B.O.D.incubator	1	1	No	
6	Refrigerator	1	1	No	
7	Laminar air flow	1	1	No	
8	Colony counter	2	2	No	
9	Zone reader	1	1	No	
10	Digital pH meter	1	1	No	
11	Microscope with stage and oil immersion objective	20	20	No	
12	Sterility testing unit	1	1	No	
13	Camera Lucida	15	15	No	
14	Eye piece micrometer	15	15	No	
15	Stage micrometer	20	20	No	
16	Incinerator	1	1	No	
17	Moisture balance	1	1	No	
18	Heating mantle	15	15	No	
19	Flourimeter	1	1	No	
20	Vacuum pump	2	2	No	
21	Micropipettes (Single and multi channeled)	2	2	No	
22	Micro Centrifuge	1	1	No	
23	Projection Microscope	1	1	No	

Appratus:

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

## Apparatus:

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	30	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	20	Yes	
14	Tablet punching machine	1	2	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	2	Yes	
19	Tablet dissolution test apparatus IP	1	2	Yes	
20	Monsanto's hardness tester	1	2	Yes	
21	Pfizer type hardness tester	1	2	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	14	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	12	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	

Apparatus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Ostwaldâ€™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	5	Yes	
6	Filtration assembly	1	1	Yes	
7	Permeability Cups	5	5	Yes	
8	Andreasonâ€™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	1	Yes	
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	1	Yes	
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	3	Yes	
13	Sonicator	1	2	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	2	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	Yes	
11	HPLC	1	1	Yes	
12	HPTLC (Desirable)	1	0	Yes	
13	Atomic Absorption and Emission spectrophotometer (Desirable)	1	0	Yes	
14	Biochemistry Analyzer (Desirable)	1	0	Yes	
15	Carbon, Hydrogen, Nitrogen Analyzer (Desirable)	1	0	Yes	
16	Deep Freezer (Desirable)	1	0	Yes	
17	Ion- Exchanger	1	1	Yes	
18	Lyophilizer (Desirable)	1	0	Yes	
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