

**Tracking Number: SIF/2016/100077**

**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**

<b>Name of the Institution</b>	Rajiv Gandhi Institute of Pharmacy,
<b>Complete Postal address:</b>	Rajive Gandhi Institute of Pharmacy. Meeliyat, (P.O.), Trikaripur, Kasargod (Dt.) 671 310.
<b>Telephone Number with STD Code</b>	0467 2211988
<b>Fax No</b>	04672211417
<b>Email</b>	rgminstitute@gmail.com
<b>Year of Establishment</b>	2006
<b>Status of the course conducting body</b>	Trust

**(Enclose copy of Registration documents of Society/Trust)**

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**A - I.2**

<b>Name of the Society/Trust/Management (attach documentary evidence)</b>	Rajiv Gandhi Memmorial Charitable Trust
<b>Address</b>	Trikaripur Post Kasargod District Kerala Pin 671310
<b>Telephone Number with STD Code</b>	0467 2211988
<b>Fax No</b>	04672211417
<b>Email</b>	rgminstitute@gmail.com
<b>Website</b>	www.rgminstitute.org

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**A - I.3**

<b>Name of the Person to be contacted by phone</b>	Paridhavi M
<b>Designation</b>	Principal
<b>Address</b>	Rajiv Gandhi Institute of Pharmacy. Meeliyat, (P.O.), Trikaripur, Kasargod (Dt.) 671 310.
<b>STD Code</b>	0467

**Telephone Number**

Office 0467221198  
 Residence 2211447  
 Mobile 9495645861  
 Fax No 04672211417  
 Email paridhavim@gmail.com

**A - I.4**

**Name of the Head of the Institution** Suleman Aboobacker Haji  
**Address** Rajiv Gandhi Institute of Pharmacy. Meeliyat, (P.O.),  
 Trikaripur, Kasargod (Dt.) 671 310.

**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	DD No 689004	20/06/2016	

**b. APPROVAL STATUS**

Name of the Course	Approved Upto	Intake Approved and Admitted	PCI	State Govt	University	Remarks of the Inspectors
B Pharm	2016-2017	Approved Letter No & Date	174/2014-PCI/19958-20415, Date: 13/7/2014	2285/05/H&FWD, Dt: 08/08/2005	2194/AC/1/2015 Date: 14/01/2016	
		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/institution in the same building/campus?

If yes, give status

No

**A - I.6 a**

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

**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**

Paridhavi M

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	21	
	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>B Pharm</b>	14/07/2011	Enclosed	Yes	No

\* Enclose Documents

**B - I.3**

<b>Status of Governing Council</b>	Society
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Details of the Governing Body	Enclosed
Minutes of the last Governing council Meeting	Enclosed

#### B - I.4

##### Pay Scales

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

#### B - I.5

##### B Pharm Course: Admission statement for the past three year

ACADEMIC YEAR	2014-2015	2015-2016	2016-2017
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	2014-2015	2015-2016	2016-2017
1st Year	26	28	
2nd Year	25	35	
3rd Year	25	26	
Final Year	59	67	
Pass % (Final Year)	59	67	

#### B - II

##### Co-Curricular Activities / Sports Activities

Whether college has NSS Unit	Yes
If no give reasons	
NSS Program Officer's Name	Mrs Satya V
Programme Conducted Details	Awareness programme regarding communicable diseases like chicken pox, Dengue, Cholera etc.
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/	Yes

<b>Trust/Society Running Pharmacy Course</b>
<b>Organization/Institution/Trust/Society Name</b>
<b>Complete Postal Address.</b>
<b>Telephone No.</b>
<b>Nature of Association</b>

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	23160000.00	1.	Building	4500000.00	
3.	Library Fee	0.00	2.	Equipment	3500000.00	
4.	Sports Fee	27600.00	3.	Others	1500000.00	
5.	Union Fee	27600.00	REVENUE EXPENDITURE			
6.	Others	0.00	1.	Salary	8400000.00	
			2.	Maintenance Expenditure		
				i. College	1500000.00	
				ii. Others	1000000.00	
			3.	University Fee	380250.00	
			4.	Apex Bodies Fee	300000.00	
			5.	Government Fee	0.00	
			6.	Deposit held by the College	600000.00	
			7.	Others	0.00	
			8.	Misc. Expenditure	0.00	
	<b>Total</b>	<b>23215200.00</b>		<b>Total</b>	<b>12180250.00</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**
- |                                       |             |
|---------------------------------------|-------------|
| <b>Built up Area</b>                  | <b>7030</b> |
| <b>Amenities and Circulation Area</b> | <b>2305</b> |

**2. Class Rooms**

<b>Total Number of Class rooms provided at the end of 4 Year Course</b>					
Class	Required	Available Numbers	Required Area * for each class room	Available Area in Sq. mts	Remarks of the Inspectors
<b>B.Pharm</b>	04	4	90 sq. mts each (Desirable) 75 sq. mts each (Essential)	359	

[\* 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	10	1339	
2	Pharmaceutics	03 Laboratories	3	322	
3	Pharmaceutical Chemistry	02 Laboratories	2	214	
4	Pharmaceutical Analysis	01 Laboratory	1	81	
5	Pharmacology	02 Laboratories	2	214	
6	Pharmacognosy	01 Laboratories	1	81	
7	Pharmaceutical Biotechnology	01 Laboratory	1	107	
8	Preparation Room for each lab	10 sq mts (minimum)	1	120	
9	Area of the Machine Room	80-100 Sq.mts	1	100	
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	40	

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

1. All the Laboratories should be well lit & ventilated.

2. All Laboratories should be provided with basic amenities and services like exhaust fans and fuming chamber to reduce the pollution whenever necessary.
3. The workbenches should be smooth and easily cleanable preferably made of non-absorbant material.
4. The water taps should be non-leaking and directly installed on 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	40	
2	Office - I - Establishment	01	60 Sq. mts	1	60	
3	Office - II - Academics			1	60	
4	Confidential Room			1	30	

#### 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)	12	120	

#### 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	250	
5	Seminar Hall	01		1	250	
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	1	100	

#### 7. Student Facilities

Sl.	Name of	Requirements	Requirements	Available	Remarks/Deficiency
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No.	Infrastructure	as per Norms (in Number)	as per Norms (in Area)	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	48	
4	Toilet Blocks for Boys	01	24 Sq. mts	2	48	
5	Drinking Water facility - Water cooler (Essential)	01	--	1	1	
6	Boy's Hostel (Desirable)	01	9 Sq. mts/Room Single occupancy	1	500	
7	Girls's Hostel (Desirable)	01	9 Sq.mts/Room (Single occupancy) or 20 Sq.mts/Room (Triple occupancy)	1	500	
8	Power Backup Provision (Desirable)	01	--	1	1	

#### 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	150	
Computer (Latest Configuration)	1 system for every 10 students (UG & PG)	20	0	
Printers	1 Printer for every 10 computers	4	0	
Multi Media Projector	01	2	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		
Staff Quarters	16 x 80 Sq. mts	16	1280		
Canteen	100 Sq. mts	1	150		



Parking Area for staff and students		0	100		
Bank Extension Counter		0	0		
Cooperative Stores		0	0		
Guest House	80 Sq. mts	1	80		
Transport Facility for students		1	0		
Medical Facilities(First Aid)		1	0		

#### 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	610	4362	
2	Annual Addition of Books		100 to 150 books per year	150	165	
3	Periodicals Hard Copies/Online		10 National 05 International periodicals	15	15	
4	CDS		Adequate Nos	25	25	
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 Computerized System			Available		
8	Library timings			9.15am to 5pm		

#### 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:**

**Annual**

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

Commencement	Completion
31/08/2015	15/07/2016

**4. Vacation**

	No of Days		No of Days
Summer :	20	Winter :	10

**5. Total No. of working days**

236

**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	
PC-1	75	77	75	75	75	
PC-2	75	75	75	75	75	
Ph.Cog-1	75	80	75	75	75	
Ph.Ceutics- 1	50	58	75	91	91	
HAP	75	76	75	75	75	

**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	
PC-III	75	79	75	75	79	
Ph.Ceutics-II	50	50	75	75	75	

Ph.Analysis-I	50	53	75	75	75	
PC-IV	75	76	75	75	75	
Ph.Technology	50	53	75	75	75	
Pathophysiology and Health Education	50	52	0	0	52	
Mathemthatics, Statistics and Computer Application	100	102	0	0	102	

#### 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	
PC - IV(Chemistry of Natural Products)	75	80	75	75	75	
Pharmacology - 1	75	79	75	75	75	
Ph.Cognosy-II	75	75	75	75	75	
Pharmaseutics-IV	50	55	75	75	75	
Pharmaceutics III(Microbiology)	50	55	75	75	75	
Ph.Jurisprudence	50	59	0	0	59	
Pharmaceutical Management	50	55	0	0	52	

#### 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	
Pharma Chemistry VI	75	75	75	75	75	
Ph.Analysis-II	50	55	75	75	75	
Ph.Cognosy-III	50	55	75	75	75	
Pharmacology II	75	75	75	75	75	
Ph.Ceutics IV	75	76	75	76	76	
Pharmacology III (Pharmacy Practice)	50	50	50	50	50	

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

Yes

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

Name of the Event	2014-2015	2015-2016	2016-2017
Guest Lectures	8	4	3
Seminars	3	3	0
Workshops	0	0	0
Symposia	0	0	0

**B. Papers Presented/Published during last 3 years**

	2014-2015		2015-2016		2016-2017	
	National	International	National	International	National	International
<b>Published</b>	2	1	1	1	2	1
<b>Presented</b>	2	0	2	0	1	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	23/11/2015	23/11/2015	22/02/2016	22/02/2016	09/05/2016	09/05/2016	
II B. Pharm	30/11/2015	30/11/2015	28/03/2016	28/03/2016	09/05/2016	09/05/2016	
III B. Pharm	23/11/2015	23/11/2015	22/02/2016	22/02/2016	25/04/2016	25/04/2016	
IV B. Pharm	16/11/2015	16/11/2015	11/02/2016	11/02/2016	25/04/2016	25/04/2016	

**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	16.00	21.00	18.00	25.00	10.00	15.00	0.00	0.00	
II B. Pharm	30.00	32.00	22.00	25.00	11.00	10.00	0.00	0.00	
III B. Pharm	30.00	35.00	25.00	26.00	35.00	35.00	0.00	0.00	
IV B. Pharm	50.00	48.00	35.00	40.00	20.00	21.00	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. Arunkumar KV	Pharmaceutical biotechnology and Bio chemistry	0	0	0	0	2	9	0	0	11	
2	Dr. M Paridhavi	Pharmacognosy I	2	0	0	0	0	0	0	0	2	
3	Miss. Adithya EK	Pharmaceutical analysis II and Ph Chemistry III	0	0	3	9	0	0	2	6	20	
4	Miss. Anju Thomas	Pharmaceutical Technology Bipharmaceutics	0	0	3	9	3	3	0	0	18	
5	Miss. Jolly Samu	HAP and Pharmacology II	3	0	0	0	0	0	3	6	12	

6	Mr. Deepu Raveendran	HAP and Pharmacology I	0	9	0	0	3	6	0	0	18	
7	Mr. Gowtham M	Pharmaceutics IV	0	0	0	0	0	3	12		15	
8	Mr. Nithish Shyamlal VK	Pathophysiology and Pharmacy Practice	0	0	2	0	0	2	4		8	
9	Mr. Sajith M	Pharma Chemistry I and VI	3	9	0	0	0	3	0		15	
10	Mr. Vimal V V	Pharmaceutical Analysis I and Applied Biochemistry	0	0	3	9	0	0	0		12	
11	Mrs. Aiswarya K	Pharmaceutics II	0	0	2	9	0	0	0		11	
12	Mrs. AISWARYA K	Pharmaceutical Chemistry II and Appld Biochemistry	3	9	3	0	0	0	0		15	
13	Mrs. Gandhi Kinjal Bipinkumar	Pharmaceutics I and Pharmaceutics IV	2	9	0	0	6	0	0		17	
14	Mrs. Meera Bhaskaran Nair	Pharmacognosy II III and Ph Jurisprudence	0	0	0	2	9	2	6		19	
15	Mrs. Priya Abraham	Pharmacognosy I and II	3	9	0	3	0	0	0		15	
16	Mrs. Satya V	Pharma Chemistry IV	0	0	0	3	9	0	6		18	

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

Details	Year : 2014-2015	Year : 2015-2016	Year : 2016-2017
No of Students Appeared	10	8	4
No of Student Qualified	3	4	2
Percentage	33	50	50

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

Events	Details For thr previous Year
No of Industrial Visits	1
Industrials Tour	1
Industrial Training	1
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 : 2014-2015	Year : 2015-2016	Year : 2016-2017
No of Students Appeared for campus interview	50	55	40



	Pharm		Pharm		Pharm		Pharm	
Principal	1	1						
Pharmaceutical Chemistry	1	1	2	2	3	3	4	4
Pharmaceutical Analysis	1	1	--	--	--	--	1	1
Pharmacology	1	1	2	2	3	3	4	4
Pharmacognosy	1	1	2	2	3	3	3	3
Pharmaceutics	1	1	2	2	3	3	4	4
<b>Total</b>	<b>6</b>	<b>6</b>	<b>8</b>	<b>8</b>	<b>12</b>	<b>12</b>	<b>16</b>	<b>16</b>
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.	1	4	
	Professor	4	7	
	Lecturer			
Department of Pharmaceutical Chemistry (including Pharmaceutical Analysis)	Professor	1	0	
	Asst.	1	2	
	Professor	4	2	
	Lecturer			
Department of Pharmacology	Professor	1	0	
	Asst.	1	2	
	Professor	3	8	
	Lecturer			
Department of Pharmacognosy	Professor	1	0	
	Asst.	1	1	
	Professor	2	1	
	Lecturer			

**5. Selection criteria and Recruitment Procedure for Faculty**

a. Whether Recruitment Committee has been formed	Yes No
b. Whether Advertisement for vacancy is notified in the Newspapers	Yes No
c. Whether Demonstration Lecture has been conducted	Yes No
d. Whether opinion of Recruitment Committee Recorded	Yes No

**6. Details of Faculty Retention for:**

Name of Faculty Member	Period	Percentage
Dr. M Paridhavi	Duration of 15 year and above	8
Dr. Arun Kumar KV	Duration of 10 year and above	8
Satya V Gowtham M Priya Abraham Sajith M Nithish Shyamlal Vk	Duration of 5 year and above	40
Anju Thomas Kinjal Gandhi Aiswarya K Ayswarya K Jolly Samu Deepu Ravindran Aditya EK Meera Bhaskaran Vimal VV	Less than 5 years	76

### 7. Details of Faculty Turnover

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
Dr. M Paridhavi Dr.Arunkumar KV Sathya V Priya Abraham Sajith M Gowtham Meera Bhaskaran Nair Anju Thomas Aditya EK Aiswarya K Ayswarya K Vimal VV Kinjal Gandhi Jolly Samu Deepu Ravindran Nithish Shyamlal VK	% of faculty retained in last 3 yrs	Yes	No	No	No

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

SI No.	Designation	Required Number	Required Qualification	Available Number Qualification	Remarks of the Inspectors
1	Laboratory technician	1 for each Dept	D. Pharm	0	
2	Laboratory Assistants/ Attenders	1 for each Lab (minimum)	SSLC	6 DCA	
3	Office Superintendent	1	Degree	0	
4	Accountant	1	Degree	1 BA	
5	Store keeper	1	D. Pharm/ Degree	1 Pre Degree	
6	Computer Data Operator	1	BCA / Graduate with Computer Course	2 DCA	
7	First Division Assistant	1	Degree	0	
8	Second Division Assistant	2	Degree	3 B Com	
9	Peon	2	SSLC	2 Pre Degree	
10	Cleaning personnel	Adequate	---	4 SSLC	
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
										PT	TDS	EPF	
1	Arunkumar KV	B Pharm, M Pharm,	Professor & HOD	34400	0	3000	0	0	0	0	0	1800	4334000400103361
2	M Paridhavi	B Pharm, PHD, M Pharm,	Principal/Director	37400	0	5000	4000	0	0	0	0	1800	4334000400103264
3	Satya V	B Pharm, M Pharm,	Professor	26500	0	0	0	0	0	0	0	0	4334000400103495
4	Sajith M	B Pharm, M Pharm,	Associate Professor	26000	0	0	0	0	0	0	0	1800	4334000400103653



5	Gowtham M	B Pharm, M Pharm,	Associate Professor	26000	0	0	0	0	0	0	0	1800	4334000100115596	
6	Priya Abraham	B Pharm, M Pharm,	Associate Professor	26500	0	0	0	0	520	0	0	1800	4334000400103538	
7	Gandhi Kinjal Bipinkumar	B Pharm, M Pharm,	Asstt. Professor	21600	0	0	0	0	0	0	0	0	0	A
8	Adithya EK	B Pharm, M Pharm,	Asstt. Professor	21600	0	0	0	0	0	0	0	0	4334000400104917	
9	Meera Bhaskaran Nair	M Pharm, B Pharm,	Asstt. Professor	21600	0	0	0	0	0	0	0	0	43340004001045001	A
10	Nithish Shyamlal VK	B Pharm, M Pharm,	Associate. Professor	26000	0	0	0	0	0	0	0	0		A
11	Anju Thomas	B Pharm, M Pharm,	Asstt. Professor	21600	0	0	0	0	0	0	0	0	0	Al
12	Jolly Samu	B Pharm,	Lecturer	8000	0	5120	300	0	0	0	0	0		G
13	Vimal V V	B Pharm,	Asstt. Professor	21600	0	0	0	0	0	0	0	0	4334000400106827	A
14	Ayswarya K	B Pharm, M Pharm,	Asstt. Professor	21600	0	0	0	0	0	0	0	0	4334000400106818	Al
15	Aiswarya K	B Pharm, M Pharm,	Lecturer	13500	0	0	300	0	0	0	0	0	4334000400106979	D
16	Deepu Raveendran	B Pharm, M Pharm,	Lecturer	13500	0	0	300	0	0	0	0	0		Cl
17	Aswathi. P.V	B Pharm, M Pharm,	Lecturer	13500	0	0	0	0	0	0	0	0		
18	Shijina. N	B Pharm, M Pharm,	Lecturer	13500	0	0	0	0	0	0	0	0		
19	Hareesh. K.P	B Pharm, M Pharm,	Lecturer	13500	0	0	0	0	0	0	0	0		
20	Maneesha. V.E	B Pharm, M Pharm,	Lecturer	13500	0	0	0	0	0	0	0	0		
21	Kripa. G.S	B Pharm, M Pharm,	Lecturer	13500	0	0	0	0	0	0	0	0		

**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
Balamani KV	Second Division Assistant	B Com	15/11/2006	10		
Sreeshaju KV	Laboratory Assistants	DCA	15/11/2006	10		
Subhash VP	Peon	Pre Degree	15/11/2006	10		
Amitha M	Laboratory Assistants	SSLC	15/11/2006	10		
Anees	Peon	SSLC	15/11/2006	10		
Sujitha C	Computer Data Operator	DCA	24/01/2007	9		
Praveen Kumar K	Second Division Assistant	Pre Degree	02/07/2007	9		
Swapna N	Laboratory Assistants	SSLC	18/12/2006	10		
Shoba Vinod	Cleaning personnel	SSLC	18/12/2006	10		
Ashalatha KP	Cleaning personnel	SSLC	01/02/2007	9		
Thankamani TP	Store keeper	Pre Degree	01/03/2008	8		
Rohini K	Laboratory Assistants	Pre Degree	01/03/2008	8		
Seema N	Laboratory Assistants	MA	16/11/2009	7		
Sunitha Damodar AK	Accountant	BA	15/12/2010	6		
Shobha PV	Cleaning personnel	SSLC	07/04/2010	6		
Latha V.K	Cleaning personnel	SSLC	07/04/2010	6		
Anish Kumar E	Librarian	MLis	19/07/2013	8		

Lalitha	Laboratory Assistants	SSLC	19/07/2012	4		
Anoop Kumar C	Second Division Assistant	ITI	13/11/2006	10		
Sumesh K	Computer Data Operator	DCA	01/08/2012	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**

<b>Records Maintained (Essential)</b>			
<b>Sl. No.</b>	<b>Records</b>	<b>Yes/No</b>	<b>Remarks of the Inspectors</b>
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)**

<b>Expenditure in Rs. 2014-2015</b>	<b>Expenditure in Rs. 2015-2016</b>	<b>Expenditure in Rs. 2016-2017</b>	<b>Remarks of the</b>
-------------------------------------	-------------------------------------	-------------------------------------	-----------------------

									Inspector s*
Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Recurring	
8500000	5500000	3000000	9000000	6000000	3000000	9500000	6500000	3000000	

**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 Inspector s*
<b>Chemicals</b>	1000000	1000000	<b>Chemicals</b>	1100000	1100000	<b>Chemicals</b>	1200000	1200000	
<b>Glassware</b>	500000	500000	<b>Glassware</b>	500000	500000	<b>Glassware</b>	600000	600000	
<b>Equipmen t</b>	1000000	1000000	<b>Equipmen t</b>	2500000	2500000	<b>Equipmen t</b>	1000000	1000000	
<b>Books</b>	50000	50000	<b>Books</b>	75000	75000	<b>Books</b>	125000	125000	
<b>Journals</b>	75000	75000	<b>Journals</b>	100000	100000	<b>Journals</b>	100000	100000	

\*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	30	Yes	
8	Models for various organs	0	30	Yes	
9	Specimen for various organs and systems	0	50	Yes	
10	Skeleton and bones	0	50	Yes	
11	Different Contraceptive Devices and Models	0	20	Yes	
12	Muscle electrodes	1	1	Yes	
13	Lucas moist chamber	1	1	Yes	
14	Myographic lever	1	1	Yes	
15	Stimulator	1	1	Yes	
16	Centrifuge	1	1	Yes	
17	Electronic Balance	1	1	Yes	

18	Physical /Chemical Balance	1	1	Yes	
19	Sherrington's Kymograph Machine / Polyrite	10	10	Yes	
20	Sherrington Drum	10	10	Yes	
21	Perspex bath assembly (single unit)	10	10	Yes	
22	Aerators	10	10	Yes	
23	Computer with LCD	1	1	Yes	
24	Software packages for experiment	1	1	Yes	
25	Standard graphs of various drugs	0	15	Yes	
26	Actophotometer	1	1	Yes	
27	Rotarod	1	1	Yes	
28	Pole climbing apparatus	1	1	Yes	
29	Analgesiometer (Eddy's hot plate and radiant heat methods)	1	1	Yes	
30	Convulsiometer	1	1	Yes	
31	Plethysmograph	1	1	Yes	
32	Digital pH meter	1	1	Yes	

### Appratus:

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

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

### Department of Pharmacognosy

### Equipments:

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

### Appratus:

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

5	TLC chamber and sprayer	10	10	Yes	
6	Distillation unit	1	1	Yes	

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

**Department of Pharmaceutical Chemistry**

**Equipments:**

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

**Appratus:**

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

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

**Department of Pharmaceutics**

**Equipments:**

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

26	Tablet coating pan	1	1	Yes	
27	Magnetic stirrer, 500ml and 1 liter capacity, with variable speed control.	10	10	Yes	
28	Digital pH meter	2	2	Yes	
29	All purpose equipment with all accessories	1	1	Yes	
30	Aseptic Cabinet	1	1	Yes	
31	BOD Incubator	2	2	Yes	
32	Bottle washing Machine	1	1	Yes	
33	Bottle Sealing Machine	1	1	Yes	
34	Bulk Density Apparatus	2	2	Yes	
35	Conical Percolator (glass/ copper/ stainless steel)	10	10	Yes	
36	Capsule Counter	2	2	Yes	
37	Energy meter	2	2	Yes	
38	Hot Plate	2	2	Yes	
39	Humidity Control Oven	1	1	Yes	
40	Liquid Filling Machine	1	1	Yes	
41	Mechanical stirrer with speed regulator	2	2	Yes	
42	Precision Melting point Apparatus	1	1	Yes	
43	Tray Drier	1	1	Yes	
44	Distillation Unit	1	1	Yes	

### Appratus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	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	20	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	10	Yes	
13	Sonicator	1	1	Yes	
14	Respinometer	1	1	Yes	
15	BOD Incubator	1	1	Yes	
16	Paper Electrophoresis Unit	1	1	Yes	
17	Micro Centrifuge	1	1	Yes	
18	Incubator water bath	1	1	Yes	
19	Autoclave	1	1	Yes	
20	Refrigerator	1	1	Yes	
21	Filtration Assembly	1	1	Yes	
22	Digital pH meter	1	1	Yes	

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

**Central Instrumentation Room**

**Equipments:**

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Colorimeter	1	1	Yes	
2	Digital pH meter	1	1	Yes	
3	UV- Visible Spectrophotometer	1	1	Yes	
4	Flourimeter	1	1	Yes	
5	Digital Balance (1mg sensitivity)	1	1	Yes	
6	Nephelo Turbidity meter	1	1	Yes	
7	Flame Photometer	1	1	Yes	
8	Potentiometer	1	1	Yes	
9	Conductivity meter	1	1	Yes	
10	Fourier Transform Infra Red Spectrometer (Desirable)	1	1	Yes	
11	HPLC	1	1	Yes	
12	HPTLC (Desirable)	1	1	Yes	
13	Atomic Absorption and Emission spectrophotometer (Desirable)	1	1	Yes	
14	Biochemistry Analyzer (Desirable)	1	1	Yes	
15	Carbon, Hydrogen, Nitrogen Analyzer (Desirable)	1	1	Yes	
16	Deep Freezer (Desirable)	1	1	Yes	
17	Ion- Exchanger	1	1	Yes	
18	Lyophilizer (Desirable)	1	1	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**

