

Tracking Number: SIF/2014/100815

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 Safa College of Pharmacy
Complete Postal address: B. Tandrapadu, KNL- NDL Highway, Kurnool -518 002
Telephone Number with STD Code 8518 280618
Fax No 280604
Email safapharma@gmail.com
Year of Establishment 2004
Status of the course conducting body Society
(Enclose copy of Registration documents of Society/Trust)

A - I.2

Name of the Society/Trust/Management Safa Educational Society
(attach documentary evidence)
Address plot -25, Salarjung Colony, Hyderabad, Andhra Pradesh - 520028
Telephone Number with STD Code 040 66669913
Fax No 66669915
Email srk526@yahoo.com
Website www.safapharma.com

A - I.3

Name of the Person to be contacted by phone Dr G Soma Sekhar
Designation Principal
Address H.No 79-144 F, Krishna Nagar, Kurnool
STD Code 08518
Telephone Number

Signature of the Head of the Institution

Signature of the Inspectors

Office 200301
 Residence 280618
 Mobile 9652358969
 Fax No 280604
 Email gajula_sekhars@yahoo.co.in

A - I.4

Name of the Head of the Institution Dr G Soma Sekhar
 Address H.No.79-144F, Krishna Nagar, Kurnool

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	2015-16	049807	30/08/2014	

b. APPROVAL STATUS

Name of the Course	Approved Upto	Intake Approved and Admitted	PCI	State Govt	University	Remarks of the Inspectors
B Pharm	2014-15	Approved Letter No & Date	32-485/2010-PCI/24245-46	G.O.Ms.No.103	A2/AFFI/SAFACP-Q2/2011-12	
		Approved Intake	45	60	60	
		Actually Admitted	0	0	0	

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:

Signature of the Head of the Institution

Signature of the Inspectors

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, Jawaharlal Nehru Technological University , Anantapur - 515002.

B - DETAILS OF THE INSTITUTION

B - I.1

Name of the Principal Dr G Soma Sekhar

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	18	
	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	10/09/2013		Yes	

* Enclose Documents

B I.3

Status of Governing Council	Society
Details of the Governing Body	Enclosed

Signature of the Head of the Institution

Signature of the Inspectors

Minutes of the last Governing council Meeting	Enclosed
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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	--
No. of Admissions	19	38	--
Unfilled Seats	41	22	--
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	2013-2014	2014-2015	2015-2016
1st Year	65	38	--
2nd Year	72		--
3rd Year	0	0	--
Final Year	81	0	--
Pass % (Final Year)	73	0	--

B - II

Co-Curricular Activities / Sports Activities

Whether college has NSS Unit	Yes
If no give reasons	
NSS Program Officer's Name	Y Suresh
Programme Conducted Details	clean and green of surroundings of college and nearby villages, health camps
Whether students participating in University level cultural activities/Co-curricular/Sports activities	Yes
Physical Instructor	Available
Sports Ground	Yes
Are you Associated with other Organization/Institution/	No

Signature of the Head of the Institution

Signature of the Inspectors

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

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	3410000.00				
	b. Others	0.00				
2.	Tuition Fee	163000.00	1.	Building	258632.00	
3.	Library Fee	0.00	2.	Equipment	345800.00	
4.	Sports Fee	0.00	3.	Others	80000.00	
5.	Union Fee	0.00	REVENUE EXPENDITURE			
6.	Others	0.00	1.	Salary	2394000.00	
			2.	Maintenance Expenditure		
				i. College	180180.00	
				ii. Others	20000.00	
			3.	University Fee	0.00	
			4.	Apex Bodies Fee	0.00	
			5.	Government Fee	0.00	
			6.	Deposit held by the College	4000000.00	
			7.	Others	0.00	
			8.	Misc. Expenditure	689530.00	
	Total	3573000.00		Total	7283710.00	

Note: Enclose relevant documents

PART- II PHYSICAL INFRASTRUCTURE

Signature of the Head of the Institution

Signature of the Inspectors

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** **3408**
- Amenities and Circulation Area** **1588**

2. Class Rooms

Total Number of Class rooms provided at the end of 4 Year Course					
Class	Required	Available Numbers	Required Area * for each class room	Available Area in Sq. mts	Remarks of the Inspectors
B.Pharm	04	4	90 sq. mts each (Desirable) 75 sq. mts each (Essential)	264	

[* To accommodate 60 students]

3. Laboratory requirement at the end of 4 Years

Sl.No.	Infrastructure for	Requirement As Per Norms	Available No.	Area in Sq. mts	Remarks or Deficiency
1	Laboratory Area for B.Pharm Course	90 Sq .mts x n (n=10) - Including Preparation room - Desirable 75 Sq. mts - Essential	12	900	
2	Pharmaceutics	03 Laboratories	3	225	
3	Pharmaceutical Chemistry	02 Laboratories	2	150	
4	Pharmaceutical Analysis	01 Laboratory	1	75	
5	Pharmacology	02 Laboratories	2	150	
6	Pharmacognosy	01 Laboratories	1	75	
7	Pharmaceutical Biotechnology	01 Laboratory	1	75	
8	Preparation Room for each lab	10 sq mts (minimum)	1	50	
9	Area of the Machine Room	80-100 Sq.mts	1	120	
10	Central Instrumentation Room	80 Sq.mts with A/ C	1	87	
11	Store Room I	1 (Area 100 Sq mts)	1	40	
12	Store Room II	1 (Area 20 Sq mts)	0	0	

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.

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Signature of the Inspectors

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	75	
3	Office - II - Academics			1	75	
4	Confidential Room			1	40	

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	5	90	
2	Faculty Rooms for B.Pharm course		10 Sq. mts x n (n=No. of teachers)	12	120	

6. Museum, 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	60	
2	Library	01	150 Sq. mts	1	175	
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	56	
5	Seminar Hall	01		1	250	
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	1	60	

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Signature of the Inspectors

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	100	
2	Boy's Common Room (Essential)	01	60 Sq. mts	1	100	
3	Toilet Blocks for Girls	01	24 Sq. mts	1	35	
4	Toilet Blocks for Boys	01	24 Sq. mts	1	60	
5	Drinking Water facility - Water cooler (Essential)	01	--	1	1	
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	5	

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)	01	75	
Computer (Latest Configuration)	1 system for every 10 students (UG & PG)	42	75	
Printers	1 Printer for every 10 computers	03	03	
Multi Media Projector	01	01	01	
Generator (5KVA)	01	01	01	

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Signature of the Inspectors

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	01	100		
Parking Area fro staff and students		0	200		
Bank Extension Counter		0	0		
Cooperative Stores		0	0		
Guest House	80 Sq. mts	0	0		
Transport Facility for students		02	02		
Medical Facilities(First Aid)		01	10		

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	589	4035	
2	Annual Addition of Books		100 to 150 books per year	139	139	
3	Periodicals Hard Copies/Online		10 National 05 International periodicals	22	22	
4	CDS		Adequate Nos	16	16	
5	Internet Browsing Facilities		Yes/No (Minimum ten Computers)	Available		
6	Reprographic Facilities: Photo Copier Fax Scanner		01 01 01	Available Available Available		
7	Library Automation and Computerized System			Available		
8	Library timings			9.00 AM - 5.00 PM		

Signature of the Head of the Institution

Signature of the Inspectors

10.C.Library Staff

Sl. No.	Staff	Qualification	Required	Available	Remarks of the Inspectors
1	Librarian	M.Lib.	01	Available	
2	Assistant Librarian	D.Lib.	01	Available	
3	Library Attenders	10+2 / PUC	02	Available	

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
21/07/2014	06/12/2014

4. Vacation

	No of Days		No of Days
Summer :	16	Winter :	13

5. Total No. of working days
137
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	
APHE	4	5	3	3	1	
ENGLISH	3	3	0	0	1	
GENERAL DISPENSING PHARMACY	4	5	3	3	1	
INORGANIC CHEMISTRY	4	5	3	3	1	

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Signature of the Inspectors

PHARMACEUTICAL ORGANIC CHEMISTRY-I	4	5	3	3	1	
REMEDIAL MATHS	4	5	0	0	1	

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	
STATISTICAL AND COMPUTER APPLICATIONS	4	5	3	3	2	
PHARMACEUTICAL ENGENNEERING-I	4	5	0	0	2	
PH ORGANIC CHEMISTRY-2	4	5	3	3	2	
PHYSICAL PHARMACY-I	4	5	3	3	2	
APPP	4	5	3	3	2	

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	
PHARMACEUTICAL BIOCHEMISTRY	4	5	3	3	3	
PHARMACEUTICAL MICROBIOLOGY	4	5	3	3	3	
PHARMACOGNOSY-II	4	5	3	3	3	
PHARMACEUTICAL TECHNOLOGY-I	4	5	3	3	3	
PHARMACOLOGY-I	4	5	0	0	3	

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	

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PHARMACEUTICAL ANALYSIS-II	4	5	3	3	4	
BIOPHARMACEUTICS & PHARMACOKINETICS	4	5	3	3	4	
PHARMACOLOGY-III	4	5	3	3	4	
MEDICINAL CHEMISTRY-II	4	5	3	3	4	
PHARMACY ADMINISTRATION	4	5	0	0	4	

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	3	2	--
Seminars	1	2	--
Workshops	0	0	--
Symposia	0	0	--

B. Papers Presented/Published during last 3 years

	2013-2014		2014-2015		2015-2016	
	National	International	National	International	National	International
Published	2	2	2	1	--	--
Presented	1	1	1	1	--	--

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	24.11.2014	-	16.02.2015	-	11.05.2015	-	
II B. Pharm	09.03.2015	-	07.05.2015	-	-	-	
III B. Pharm	09.02.2015	-	07.05.2015	-	-	-	
IV B. Pharm	09.02.2015	-	09.04.2015	-	-	-	

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	1.00	1.00	5.00	10.00	10.00	13.00	8.00	0.00	
II	4.00	5.00	10.00	12.00	6.00	13.00	3.00	0.00	

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Signature of the Inspectors

B.Pharm									
III B.Pharm	3.00	3.00	12.00	15.00	15.00	12.00	3.00	3.00	
IV B.Pharm	8.00	10.00	30.00	30.00	11.00	9.00	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.G SOMA SEKHAR	MEDICINAL CHEMISTRY II	0	0	0	0	0	0	2	0	2	
2	MD SULTAN ALI BASHA	PHARMACOLOGY I	0	0	0	0	5	0	0	0	5	
3	S ASHOK REDDY	MEDICINAL CHEMISTRY II	0	0	0	0	0	0	3	3	6	
4	R.NAZEEMON	GENERAL DISPENSING PHARMACY	5	3	0	0	0	0	0	0	8	
5	K SURESH	PHARMACOGNOSY	0	0	0	0	5	3	0	0	8	
6	G VINOD KUMAR	PHARMACOLOGY III	0	0	0	0	0	0	5	3	8	
7	Y SURESH	PHARMACEUTICAL ANALYSIS II	0	0	0	0	0	0	5	3	8	
8	K MAHESH	BIOPHARMACEUTICS & PHARMACO KINETICS	0	0	0	0	0	0	3	3	6	
9	M RAZIA SULTANA SHAIK	PHYSICAL PHARMACY I	0	0	5	3	0	0	0	0	8	
10	G PRANEETH KUMAR	PHARMCEUTICAL ORGANC I CHEMISTRY II	0	0	5	3	0	0	0	0	8	
11	D USHA SREE	BIOPHARMACEUTICS & PHARMACO KINETICS	0	0	0	0	0	0	2	0	2	
		PHARMACEUTICAL TECH I	0	0	0	0	2	0	0	0	2	
12	C KARUPPASAMY	PHARMACEUTICAL INORGANCI CHEMISTRY	5	3	0	0	0	0	0	0	8	
13	S.HANIFA BEE	MEDICINAL CHEMISTRY I	0	0	0	0	5	3	0	0	8	
14	A VISHNUVARDHAN	PHARMACEUTICAL ENGG I	0	0	5	0	0	0	0	0	5	
15	ARUN KUMAR	PHARMACEUTICAL ADMIN	0	0	0	0	0	0	5	0	5	
16	N RUMA SHEETAL	APHE	5	3	0	0	0	0	0	0	8	
17	K INDUMADHI	PHARMACEUTICAL ANALYSIS I	0	0	5	3	0	0	0	0	8	
18	G.HEMALATHA	APP	0	0	5	3	0	0	0	0	8	
19	S SURESH	PHARMACEUTICAL TECH I	0	0	0	0	3	3	0	0	6	
20	MD ABDUL MAAJID	PHARMACEUTICAL MICROBIOLOGY	0	0	0	0	5	3	0	0	8	

Signature of the Head of the Institution

Signature of the Inspectors

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	27	10	--
No of Student Qualified	08	04	--
Percentage	30	40	--

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

Events	Details For thr previous Year
No of Industrial Visits	03
Industrials Tour	02
Industrial Training	15
No of recourse persons from the Industry for Guest Lectures	03
No. of collaboration projects with Industry	03

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	10	8	--
% Percentage	37	38	--

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

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

2. Qualification and Number of Staff Members

Qualification						
B Pharm	M Pharm	PhD	Others			
0	18	01	01	Part Time		

3. Teaching Staff required year wise exclusively for B. Pharm for intake of 60 Students.

Signature of the Head of the Institution

Signature of the Inspectors

	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	1	2	0	3	0	4	1
Pharmaceutical Analysis	1	0	--	0	--	0	1	1
Pharmacology	1	1	2	0	3	0	4	2
Pharmacognosy	1		2		3		3	
Pharmaceutics	1	0	2	0	3	0	4	0
Total	6		9		13		17	
Part Time teaching staff			--		--		--	
Remarks of the Inspection Team								
*Part time teaching staff for Mathematics, Biology and Computer Science should be appointed.								

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

Department / Division	Name of the post	For strength of 60 students	Provided by the institution	Remarks of the Inspectors of inspection team
Department of Pharmaceutics	Professor	1	0	
	Asst. Professor	1	16	
	Professor	4	0	
	Lecturer			
Department of Pharmaceutical Chemistry (including Pharmaceutical Analysis)	Professor	1	01	
	Asst. Professor	1	01	
	Professor	4	0	
	Lecturer			
Department of Pharmacology	Professor	1	0	
	Asst. Professor	1	03	
	Professor	3	0	
	Lecturer			
Department of Pharmacognosy	Professor	1	0	
	Asst. Professor	1	01	
	Professor	2	0	
	Lecturer			

5. Selection criteria and Recruitment Procedure for Faculty

Signature of the Head of the Institution

Signature of the Inspectors

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

6. Details of Faculty Retention for:

Name of Faculty Member	Period	Percentage
DR.G.SOMASEKHAR	Duration of 15 year and above	05
	Duration of 10 year and above	
S.ASHOK REDDY, MD.SULTAN ALI BASHA, MD.ABDUL MAJID, C.KARUPPASAMY	Duration of 5 year and above	20
D.USHA SREE, R.NAZEMOON, Y.SURESH, G.VINOD KUMAR, K.SURESH, G.PRANEETH KUMAR, S.HANIFA BEE, A.VISHNUVARDHAN, K.MAHESH, RAZIA SULTANA, N.RUMA SHEETAL, K.INDUMATHI,	Less than 5 years	75

7. Details of Faculty Turnover

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
CHANDRA SHEKHAR NARAJJI, C.SURENDRA BABU, ASIA REDDY, M.KIRAN,	% of faculty retained in last 3 yrs	No	No	No	Yes

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	5 DPHARMACY	
2	Laboratory Assistants/ Attenders	1 for each Lab (minimum)	SSLC	3 SSC	
3	Office Superintendent	1	Degree	1 B Sc	
4	Accountant	1	Degree	1 BCom	
5	Store keeper	1	D. Pharm/ Degree	0	
6	Computer Data Operator	1	BCA / Graduate with Computer Course	0	
7	First Division Assistant	1	Degree	0	
8	Second Division Assistant	2	Degree	0	
9	Peon	2	SSLC	3 SSC	

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10	Cleaning personnel	Adequate	---	2	00	
11	Gardener	Adequate	---	1	SSC	

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
										PT	TDS	EPF		
1	Dr.G SOMA SEKHAR	B Pharm, M Pharm, PHD,	Principal/Director	26400	0	9260	2560	0	6780	200	0	0	8910	CKHMN7235G
2	MD SULTAN ALI BASHA	B Pharm, M Pharm,	Asstt. Professor	14280	0	6050	1170	0	1500	200	0	0	7631	
3	S ASHOK REDDY	B Pharm, M Pharm,	Asstt. Professor	13277	0	4668	1234	0	1489	200	0	0		CCUPS2270J
4	R.NAZEEMON	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0	30709219478	
5	K SURESH	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0	1835	AYNPS4681E
6	G VINOD KUMAR	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0	152639	
7	Y SURESH	B Pharm, M Pharm,	Asstt. Professor	12000	0	4800	1200	0	600	150	0	0	50036	
8	K MAHESH	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0		
9	M RAZIA SULTANA SHAIK	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0	16699	
10	G PRANEETH KUMAR	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	2500	0	600	150	0	0	125447	ANP12489C3
11	D USHA SREE	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0	152298	DIO345F883
12	C KARUPPASAMY	B Pharm, M Pharm,	Asstt. Professor	20000	0	4700	1500	0	600	200	0	0		IDO894K980
13	S.HANIFA BEE	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0		POD130I467
14	A VISHNUVARDHAN	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0	1254836	COD746U878
15	ARUN KUMAR	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0	125486	
16	N RUMA SHEETAL	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0	15248	CKHMN7235G
17	K INDUMADHI	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0	15248	CUGPK7401K
18	G.HEMALATHA	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0	152235	
19	S SURESH	B Pharm, M Pharm,	Asstt. Professor	12000	0	4200	1200	0	600	0	150	0	155006	NCA345C893
20	MD ABDUL MAAJID	M.Sc (Bio Chem.)	Asstt. Professor	12000	0	4200	1200	0	600	150	0	0	155203	POG344J127

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)

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Name	Designation	Qualification	Date of Joining	Experience	Signature	Remarks of the Inspectors
ZAKIR HUSSAIN	Laboratory Technician	DPHARMACY	15/02/2008	06 Yrs		
ANURADHA	Laboratory Technician	DPHARMACY	12/12/2009	05 Yrs		
S MAHABOOB BASHA	Accountant	B.Com	02/08/2006	08 Yrs		
SYED MOHAMMAD	Administrative Officer	B.Sc Computers	05/06/2009	05 Yrs		
B.V.NAGAMAHESWARI	Librarian	M.L,IC	04/04/2015	3 month		
S MUNEEER AHMED	Office Superintendent	B Sc	28/12/2008	06 Yrs		
S ANWAR BASHA	Peon	SSC	02/03/2006	7 Yrs		
MAHABOOB BASHA	Typist	BA	28/03/2005	9 Yrs		
S HUSSAIN BASHA	Laboratory Assistants	SSC	26/04/2008	6 Yrs		
RABIA BEE	Cleaning personnel	00	01/03/2010	4 Yrs		
S KALEEMULLA	Laboratory Technician	D PHARMACY	01/07/2011	03 Yrs		
RAMESH	Laboratory Technician	D PHARMACY	10/02/2009	05 Yrs		
RAMANA	Laboratory Technician	D PHARMACY	03/02/2010	04 Yrs		
S FAROOQ BASHA	Laboratory Assistants	INTER	06/02/2009	05 Yrs		
S SHAIK SHA VALI	Laboratory Assistants	INTER	06/05/2008	06 Yrs		
S MAHABOOB	Peon	SSC	03/05/2009	05 Yrs		
P NAZEER AHMED	Peon	INTER	16/05/2010	04 Yrs		
LAKSHMI DEVI	Cleaning personnel	0	02/05/2006	08 Yr		

15. Whether Supporting Staff (Technical and Administrative) are encouraged for skill up gradation programs.

Yes
 No

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	

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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	No	
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	

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	
500000	500000	0	610000	610000	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	94500	0	Chemicals	89600	0	Chemicals	--	--	
Glassware	25450	0	Glassware	28500	0	Glassware	--	--	
Equipment	201600	0	Equipment	335650	0	Equipment	--	--	

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Books	120700	0	Books	132500	0	Books	--	--	
Journals	57750	0	Journals	23750	0	Journals	--	--	

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

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	0	Yes	
8	Models for various organs	0	0	Yes	
9	Specimen for various organs and systems	0	0	Yes	
10	Skeleton and bones	0	0	Yes	
11	Different Contraceptive Devices and Models	0	0	Yes	
12	Muscle electrodes	1	1	Yes	
13	Lucas moist chamber	1	1	Yes	
14	Myographic lever	1	1	Yes	
15	Stimulator	1	1	Yes	
16	Centrifuge	1	1	Yes	
17	Electronic Balance	1	1	Yes	
18	Physical /Chemical Balance	1	1	Yes	
19	Sherrington's Kymograph Machine / Polyrite	10	10	Yes	
20	Sherrington Drum	10	10	Yes	
21	Perspex bath assembly (single unit)	10	10	Yes	
22	Aerators	10	10	Yes	
23	Computer with LCD	1	1	Yes	
24	Software packages for experiment	1	1	Yes	
25	Standard graphs of various drugs	0	0	Yes	
26	Actophotometer	1	1	Yes	
27	Rotarod	1	1	Yes	
28	Pole climbing apparatus	1	1	Yes	
29	Analgesiometer (Eddy's hot plate and radiant heat methods)	1	1	Yes	
30	Convulsiometer	1	1	Yes	
31	Plethysmograph	1	1	Yes	
32	Digital pH meter	1	1	Yes	

Appratus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
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.

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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	

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2	Reflux flask and condenser single necked	20	20	Yes	
3	Reflux flask and condenser double / triple necked	20	20	Yes	
4	Burettes	40	40	Yes	
5	Arsenic Limit Test Apparatus	20	20	Yes	
6	Nessler's Cylinders	40	40	Yes	

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

Department of Pharmaceutics

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Homogenizer	5	5	Yes	
2	Digital balance (10 mg sensitivity)	5	5	Yes	
3	Microscopes	5	5	Yes	
4	Stage and eye piece micrometers	5	5	Yes	
5	Brookfield's viscometer	1	1	Yes	
6	Ball mill	1	1	Yes	
7	Sieve shaker with sieve set	1	1	Yes	
8	Double cone blender	1	1	Yes	
9	Propeller type mechanical agitator	5	5	Yes	
10	Autoclave	1	1	Yes	
11	Steam distillation still	1	1	Yes	
12	Vacuum Pump	1	1	Yes	
13	Standard sieves, sieve no. 8, 10, 12,22,24, 44, 66, 80	0	0	Yes	
14	Tablet punching machine	1	1	Yes	
15	Capsule filling machine	1	1	Yes	
16	Ampoule washing machine	1	1	Yes	
17	Ampoule filling and sealing machine	1	1	Yes	
18	Tablet disintegration test apparatus IP	1	1	Yes	
19	Tablet dissolution test apparatus IP	1	1	Yes	
20	Monsanto's hardness tester	1	1	Yes	
21	Pfizer type hardness tester	1	1	Yes	
22	Friability test apparatus	1	1	Yes	
23	Clarity test apparatus	1	1	Yes	
24	Ointment filling machine	1	1	Yes	
25	Collapsible Tube Crimping Machine	1	1	Yes	
26	Tablet coating pan	1	1	Yes	
27	Magnetic stirrer, 500ml and 1 liter capacity, with variable speed control.	10	10	Yes	
28	Digital pH meter	2	2	Yes	
29	All purpose equipment with all accessories	1	1	Yes	
30	Aseptic Cabinet	1	1	Yes	
31	BOD Incubator	2	2	Yes	
32	Bottle washing Machine	1	1	Yes	
33	Bottle Sealing Machine	1	1	Yes	
34	Bulk Density Apparatus	2	2	Yes	
35	Conical Percolator (glass/ copper/ stainless steel)	10	10	Yes	
36	Capsule Counter	2	2	Yes	
37	Energy meter	2	2	Yes	
38	Hot Plate	2	2	Yes	
39	Humidity Control Oven	1	1	Yes	
40	Liquid Filling Machine	1	1	Yes	
41	Mechanical stirrer with speed regulator	2	2	Yes	
42	Precision Melting point Apparatus	1	1	Yes	
43	Tray Drier	1	1	Yes	
44	Distillation Unit	1	1	Yes	

Appratus:

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

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

Pharmaceutical Biotechnology

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Orbital shaker incubator	1	1	Yes	
2	Rheometer	1	1	Yes	
3	Lyophilizer (Desirable)	1	1	Yes	
4	Gel Electrophoresis (Vertical and Horizontal)	1	1	Yes	
5	Phase contrast/Trinocular Microscope	1	1	Yes	
6	Refrigerated Centrifuge	1	1	Yes	
7	Fermenters of different capacity (Desirable)	1	1	Yes	
8	Tissue culture station	1	1	Yes	
9	Laminar airflow unit	1	1	Yes	
10	Diagnostic kits to identify infectious agents	1	1	Yes	
11	Viscometer	1	1	Yes	
12	Micropipettes (single and multi channeled)	0	0	No	
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	0	No	
5	Digital Balance (1mg sensitivity)	1	1	Yes	
6	Nephelo Turbidity meter	1	0	No	
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	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	

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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 observations if not compiled

Signature of Inspectors:	1.
	2.

Note:

1. The Inspection Team is instructed to physically verify the details and records filled up by the college in the application form submitted by the college, which is with you now and record the observations, opinions and recommendations in clear and explicit terms.
2. The team is requested to record their comments only after physical verification of records and details.

Signature of the Head of the Institution

Signature of the Inspectors

Signature of the Head of the Institution

Signature of the Inspectors