

**AProforma** for Provisional Affiliation to Haryana State Board of Technical Education  
Bays 7-12, Sector-4, Panchkula-134112

1. To be filled by **New / Existing Polytechnic** Institutions willing to offer **PCI approved** diploma pharmacy course seeking Provisional Affiliation / Extension of Provisional Affiliation for 2022-23.
2. Please provide the actual information, if any information found false/incorrect may lead to disaffiliation of the Institute from HSBTE

INSTITUTE CODE: **025**

**PART-A: GENERAL INFORMATION**

<b>Institution</b>	
Name of the Institution:	Dehat Vikas College of Pharmacy, Tigaon
Complete Postal address:	V.P.O-Tigaon, Distt-Faridabad, Haryana
STD code & Telephone No. (LL) Mobile No.	0129-2975000
Fax No.	0129-2401790
E-mail	<a href="mailto:dvcpfbd@gmail.com">dvcpfbd@gmail.com</a>
Website	<a href="http://www.dvcptigaon.com">www.dvcptigaon.com</a>
Type of the Institute (Write the appropriate one)	Private <b>Anx-I</b>
Year of starting of the Institute	1992
Name of the Principal of the Institute	Ms. Poonam Yadav
Qualifications	M.Pharmacy
Date of Joining of the Institute	01.08.2011
Contact Nos. (LL with STD Code / Mobile No.)	8860566363
E-mail	<a href="mailto:dvcpfbd@gmail.com">dvcpfbd@gmail.com</a>
<b>Society / Trust / Company (U/S 25) (not applicable for Government Institutions)</b>	
Name & Address of the Society / Trust / Company (U/S 25 of Companies Act, 1956):	Dehat Vikas Educational Society, Tigaon
Complete Postal address:	V.P.O-Tigaon, Distt-Faridabad, Haryana
Society / Trust / Company Registration Number	HR019201300173
Date of Registration / Place of Registration	05.04.2013, Faridabad

**Signature of the Principal/ Head of the Institution**

Name of the Chairman / President of the Society / Trust / Company	Mr. Vinod Nagar
STD code & Telephone No. (LL) Mobile No.	0129-2401790 9911909797
Fax No.	0129-2401790
E-mail	<a href="mailto:dvcpfbd@gmail.com">dvcpfbd@gmail.com</a>

**PART-B: DETAILS OF THE LAND**  
**(Attach copy of all the land documents / NOC's)**

Classification of the Permanent Site (Please tick the applicable one & attach documents issued by the competent authority)	Mega / Metro	<input checked="" type="checkbox"/> <b>Urban</b>	Non-Urban	<b>Anx-II</b>
	<input checked="" type="checkbox"/> <b>Town and Country Planning Dept.</b>			
	Development Authority			
	State Revenue Authority			
Land (Area in acres)	<b>07 Kanal 02 Marla</b>			
Ownership of Land (Please tick the applicable one)	Government	Trust	<input checked="" type="checkbox"/> <b>Society</b>	
	Govt. Leased	Owned	Company (U/S 25)	
Resolution of Society for use of ear marked Land for establishment of Polytechnic	Available			
No encumbrances certificate (contiguous-in single patch)	Available			<b>Anx-III</b>
Change of Land Use Certificate (CLU) (Please tick the competent issuing authority & attach documents)	Available			<b>Anx-IV</b>
Khasra Plan / Master Plan (Please tick the competent issuing authority & attach documents)	Available			<b>Anx-V</b>
	Town and Country Planning Dept.			
	Development Authority			
	Revenue Authority			
Site Plan (Please tick the competent issuing authority & attach documents)	Available			<b>Anx-VI</b>
	Town and Country Planning Dept.			
	Development Authority			
	Revenue Authority			
Building Plan (Please tick the competent issuing authority)	Total built-up area: 2483 Sq.mt			<b>Anx-VII</b>
	Development Authority			

**Signature of the Principal/ Head of the Institution**

& attach documents)	Revenue Authority
	Municipal Authority
Occupancy certificate (Please tick the competent issuing authority & attach documents)	<input checked="" type="checkbox"/> Rural area: Tehsildar <b>Anx-VIII</b>  Urban area: Municipal Corporation / Municipal Committee / HUDA
Structural stability certificate issued by Registered Structural Engineer (applicable in case where occupancy certificate is more than 30 years old)	<b>Yes</b> <b>Anx-IX</b>
Access to the site (National Highway/ State Highway/ Village Road/ Kacha Road and Permission from competent authority to use	<b>Village Road</b>
NOC from Local Fire Service Authorities (to ensure fire and life safety measures)	<b>Yes</b>
Whether Earth leakage circuit breaker (ELCB) provided?	<b>Yes</b>
Whether Ramp provided for <i>Divyang</i> for easy access to and evacuation from the building?	<b>Yes</b>
Whether any High tension electric line pass across the premises?	<b>Yes</b>
Whether other Educational institutions / courses are also being run by the Trust / Institution in the same building / campus? If Yes, Give Status	<b>No</b>

**PART- C: APPROVAL STATUS OF THE INSTITUTE**

(for the previous session; attach copy of all the approval/affiliation letters)

<b>Approving authority</b>	<b>Letter Number</b>	<b>Date</b>	<b>Annexures</b>
Copy of AICTE approval letter	<b>N.A</b>		
Copy of PCI approval letter	<b>PCI-415</b>	<b>10.04.2020</b>	<b>Anx-X</b>
Copy of last affiliation letter of HSBTE	<b>494/Aff./HSBTE</b>	<b>10.08.2021</b>	<b>Anx-XI</b>

**Signature of the Principal/ Head of the Institution**

**PART-D: ORGANIZATION, GOVERNANCE AND ADMINISTRATION**

**1. Constitution of BOG with detailed qualification, experience of all the members**

**NOTE:** 1. Provide the details of all the members as per **Annexure –A;**

2. At least two meetings shall be held in a year ;

3. Is BOG constituted as per PCI / AICTE Norms? Yes

<b>NAME AND ADDRESS OF THE MEMBERS OF THE GOVERNING BODY AS PER THE COMPOSITION PRESCRIBED BY AICTE</b>							
<b>S. No</b>	<b>Name</b>	<b>Position</b>	<b>Qualification</b>	<b>Present Professional position / Occupation</b>	<b>Telephone Numbers</b>	<b>E-mail</b>	<b>Address</b>
01.	Mr. Vinod Nagar	Chairman	B. A	Business	9911909797	dvcpfbd@gmail.com	H.No.961, Sector 14, Faridabad
02.	Mr. Sudhir Kumar	Member Secretary	M.A, B.Ed	Service	9311711914	-do-	H.No.9/46, Sec-3, Rajinder Nagar, Ghaziabad
03.	Mr. Ram Singh	Members	5th	Agriculture	9873093107	-do-	Vill. Bhainsrawli, P.O Tigaon, Faridabad
04.	Mr. Sanjeev Kumar		MSc. Ph.D	Professional	8826444744	-do-	247,Doon Vihar, Rajpura Road, Dehradun, Uttaranchal
05.	Mr. Dharambir Nagar		B.A LLB.	Advocate	9891694302	-do-	Vill. Bhainsrawli, P.O Tigaon, Faridabad
06.	Mr. Suresh Chand		12th	Doc. Writer	9213211388	-do-	H.No. 216, Mahavir Colony, Ballabgarh
07.	Mr. Ashutosh Nagar		B.B.A, LLB	Advocate	9999666398	-do-	H.No.961, Sector 14, Faridabad

**Whether Anti-ragging committee (As per latest instructions of PCI) constituted, displayed in the campus of the institute and hoisted on the website of institute?**

Yes

**Whether Grievance Redressal Committee in the Institute constituted, displayed in the campus of the institute and hoisted on the website of institute?**

Yes

**Whether Internal Complaint Committee (ICC) (As per section 4 of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013) constituted, displayed in the campus of the institute and hoisted on the website of institute?**

Yes


**Whether Committee for SC/ST (As per the Scheduled Castes and the Scheduled Tribes (prevention of Atrocities) act, 1989, No. 33 of 1989, dated 11.09.1989) constituted, displayed in the campus of the institute and hoisted on the website of institute?**

Yes

**Signature of the Principal/ Head of the Institution**

**PART- E: STAFF STATUS & REQUIREMENT**

The faculty details for all the 02 years of the institute in the table:

<b>NAME OF THE PRINCIPAL: Ms. Poonam Yadav</b>										
<b>Stamp Size Photo</b>	<b>Date of Birth &amp; Age/Gender</b>	<b>Qualification with Class obtained starting from the highest Degree</b>	<b>University awarding Degree</b>	<b>Corresponding Specialization</b>	<b>Date of Joining</b>	<b>Scale of Pay</b>	<b>Present Basic Pay</b>	<b>Total emoluments</b>	<b>Aadhaar Number</b>	<b>Signature</b>
	<b>27.11.85</b>	<b>M.Pharmacy B.Pharmacy</b>	<b>RGTU, BHOPAL M.D.U, ROHTAK</b>	<b>Pharma chemistry</b>	<b>01.08.2011</b>	<b>37400-67000-8700</b>	<b>51886</b>	<b>70045</b>	<b>681799377447</b>	

**Note:** Documentary evidence should be provided.







<b>Teaching Experience</b>		
<b>Institution</b>	<b>Position</b>	<b>Years</b>
<b>DVCP,Tigaon</b>	<b>Lecturer</b>	<b>05</b>
<b>DVCP,Tigaon</b>	<b>Principal</b>	<b>06</b>

**Note:** 1. Qualifications and pay scales shall be as per AICTE/UGC/State Govt. / PCI

2. Documentary evidence should be provided.

**Signature of the Principal/ Head of the Institution**

**TEACHING FACULTY – QUALIFICATION**

Name of the Faculty Member with Stamp Size Photo	Designation	Department	Qualification with Class obtained starting from the highest Degree	University awarding Degree	Corresponding Specialization	Date of Birth & Age	Date of Joining	Scale of Pay	Present Basic Pay	Total emoluments	Aadhaar Number	Signature
 Dr. Rashmi Wadhwa	HOD	Pharmacy	M. Pharmacy B. Pharmacy	K.U.K University M.D.U, Rohtak	Pharma Cog. Phyto Chem.	18.06.1985 (37)	02.08.2010	15600-39100+8000	29408	39700	25770 78308 39	
 Mr. B.M. Sharma	Lecturer	Pharmacy	B. Pharmacy	Gulbarga university Karnataka	General	13.05.1967 (55)	01.07.2004	15600- 39100+8000	30340	40959	7873 0811 5257	
 Mr. Tarun Choudhary	Lecturer	Pharmacy	M. Pharmacy B. Pharmacy	Monad university , Hapur RGUHS, Bangalore 40	Pharma Chem.	31.12.1980 (42)	09.01.2007	15600- 39100+7600	29256	39495	7277 7182 4241	
 Ms. Swati Chaudhary	Lecturer	Pharmacy	M. Pharmacy B. Pharmacy	Pt. B.D Sharma University M.D.U, Rohtak	Drug Regulat ory affairs	03.06.1988 (34)	01.09.2014	15600- 39100+6000	24310	32818	8526 4938 1131	
 Mr. Rajesh Kr. Goyal	Lecturer	Pharmacy	M. Pharmacy B. Pharmacy	RGTU, BHOPAL RGTU, BHOPAL	Pharma ceutics	24.02.1977 (45)	01.09.2016	15600- 39100+6000	24310	32818	3252 0859 2704	
 Ms. Lalita Devi	Lecturer	Pharmacy	B. Pharmacy	Pt. B.D Sharma University Rohtak	General	22.5.1992 (30)	08.08.2022	15600- 39100+6000	21600	21600	4535 6673 1182	


Signature of the Principal/ Head of the Institution

- NOTE:** 1. Faculty Cadre Qualifications and pay scales shall be as per AICTE/UGC/State Govt. / PCI  
2. Documentary evidence should be provided.

### TEACHING FACULTY - EXPERIENCE

Sr. No	Name of the faculty Member	Teaching		
		Institution	Position	Years
1	Ms. Poonam Yadav	Dehat Vikas College of Pharmacy, Tigaon	Lecturer	5 Yrs
		Dehat Vikas College of Pharmacy, Tigaon	Principal	6 Yrs
2.	Dr. Rashmi wadhwa	Roorkee College of Pharmacy	Lecturer	1 Yrs
		Dehat Vikas college of Pharmacy, Tigaon	Lecturer	6 yrs
		Dehat Vikas College of Pharmacy, Tigaon	H.O.D	6 Yrs
4.	Mr. Brijmohan Sharma	Dehat Vikas College of Pharmacy	Lecturer	18 Yrs
5.	Mr. Tarun Chaudhary	Dehat Vikas College of Pharmacy, Tigaon	Lecturer	13 Yrs
6.	Ms. Swati Chaudhary	Dehat Vikas College of Pharmacy, Tigaon	Lecturer	8 Yrs
7.	Mr. Rajesh Kr. Goyal	RNS Pharmaceutical Science, Gwalior	Lab Technician	7 Yrs
		IPS College of Pharmacy, Gwalior	Lecturer	3 Yrs
		Dehat Vikas College of Pharmacy, Tigaon	Lecturer	6 Yrs

### LIBRARIAN AND PHYSICAL EDUCATION DIRECTOR

Name with Stamp Size Photo	Designation	obtained starting from	University awarding Degree	Experience	Date of Birth & Age/ Gender	Date of Joining	Scale of Pay	Present Basic Pay	Total emoluments	Aadhaar Number	Signature
	Librarian	M. A. M. lib	Vinayaka Mission's University	11	11.10.1982 40 F	03.08.2011	9300-34800+4200	16779	42326	2396 4526 4817	

Signature of the Principal/ Head of the Institution

	Physical Education Director	-----N.A-----											
<b>TECHNICAL SUPPORTING STAFF</b>													
<b>S. No</b>	<b>Name of the Staff</b>	<b>Department</b>	<b>Laboratory</b>	<b>Designation</b>	<b>Qualification</b>	<b>Experience</b>	<b>Date of Birth &amp; Age</b>	<b>Date of Joining</b>	<b>Scale of Pay</b>	<b>Present Basic Pay</b>	<b>Total emoluments</b>	<b>Aadhar Number</b>	<b>Signature</b>
1	Mr.Rohit Adhana	Pharmacy,	P.Ceutics	Lab. Tech.	D.Pharm.	03 Yr.	18.01.1997	24.4.2019	9300-34800+3200	14245	37538	9860-0753-8833	
2	Mr. Gaurav Nagar	Pharmacy,	Model Pharmacy	Lab. Tech.	D.Pharm.	01 Yr.	16.05.2001	16.03.2022	9300-34800+3200	12500	33000	7322 0231 6164	
3	Mr.Tej Singh	Pharmacy	P.Chem.	Lab. Asstt.	B.A.	15 Yr.	09.05.74	01.02.07	5200-20200+2000	14245	37538	7550-6736-4847	
4	Mr.Bhanwar Singh	Pharmacy	Physiology /Pharmacology & Pharma	Lab.Asstt.	10+2	15 Yr.	19.03.83	13.09.07	5200-20200+2000	14245	37538	2254-0314-5513	
5	Mr. Puneet Nagar	Pharmacy	Machine Room	Lab Asstt.	B.A.	03 Yr.	12.02.1988	01.03.2019	2500-20200+2000	10960	28996	5302-4807-9565	
6	Mr.Rakesh Kumar	Pharmacy	HCP	Lab.Attd..	10 <sup>th</sup>	07 Yr.	14.03.91	01.09.14	4440-7440+1650	9827	26051	6293-6978-1715	

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<b>MINISTERIAL STAFF</b>												
<b>S. N.</b>	<b>Name of the Staff</b>	<b>Place of Work</b>	<b>Designation</b>	<b>Qualification</b>	<b>Experience</b>	<b>Date of Birth &amp; Age</b>	<b>Date of Joining</b>	<b>Scale of Pay</b>	<b>Present Basic Pay</b>	<b>Total emolument</b>	<b>Aadhar Number</b>	<b>Signature</b>
1	Mr. Vijay Singh	Pharmacy	Assistant Director	M.B.A.	06	07.11.1978	01.03.2017	consolidated	25504 Consolidated	25504	2469 2416 7977	
2	Mr. Rajesh Kumar	Pharmacy	Office Supdt.	B.A.	26 Yr.	19.01.1973	28.6.2004	9300-34800+32000	19014	49936	8282 6805 8059	
3	Mr. Anuj Garg	Pharmacy	Store-keeper	D.Pharm	05Yrs.	10.08.1994	02.01.2017	9300-34800+3200	14585	38422	7900 6622 6081	
4	Mr. Mahabir	Pharmacy	Clerk-cum-computer operator	B.A.	21 Yr.	08.05.1978	01-07-2004	5200-20200+2000	16594	43645	9983 7687 7170	
5	Mr. Rahul Nagar	Pharmacy	A/C/, Clerk	BBA	05 Year	22.08.1995	01.05.2018	5200-20200+2000	10960	28996	4687 5390 8554	
6	Mr. Joginder	Pharmacy	Peon	8th	23Yr.	01.02.78	28.06.04	4440-7440+1650	10960	28996	7488 6601 8352	
7	Mr. Bijender Kumar	Pharmacy	Peon	10 <sup>th</sup>	04Yrs.	11.04.1979	01.03.2019	4440-7440+1650	9827	26051	3293 4785 7097	
8	Mr. Kehar Singh	Pharmacy	Cleaner	5 <sup>th</sup>	26 Yr.	02.12.1968	28.06.2004	4440-7440+1650	12154	32101	6756 4750 8908	

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9	<b>Mr.Bhim Singh</b>	Pharmacy	Cleaner	9 <sup>th</sup>	19Yr.	07.9.1978	28.6.2004	4440-7440 +1650	11800	31180	6512 2970 2966	
10	<b>Mr. Mahender</b>	Pharmacy	Gardener	8 <sup>th</sup>	14Yrs.	01.01.71	28.06.2004	4440-7440 +1650	10960	28996	7488 6601 8352	

### PART F: INFRASTRUCTURE REQUIREMENT FOR DIPLOMA COURSES IN PHARMACY

Norms for Land requirement and built-up area for Diploma Level Technical Institution (for Diploma Courses as per PCI)

#### 1. Rooms:

Particulars	Number of rooms required	Minimum Carpet Area required	Carpet Area available	Shortfall w.r.t. Number of Rooms & Carpet Area
Computer Centre inclusive of Language Laboratory	01	75sqm	75 sqm	
Library	01	150sqm	150 sqm	
Seminar Hall	01	132 sqm	132 sqm	
Smart class room	01	66 sqm	66 sqm	
Class room for D. Pharmacy (To accommodate 60 students)	02	90 Sq. mts of each room	180 sqm	

#### 2. Laboratory requirement :

Sl. No.	Name of Infrastructure	Requirement as per Norms	Available		Remarks / Deficiency
			No.	Area in Sq. mts	
1	Laboratory Area for D. Pharm Course	50 Sq mts x n (n=05)	05	260	
2	Pharmaceutics Pharmaceutical Chemistry Physiology and Pharmacology Pharmacy Practice Pharmacognosy <b>Total no. of Labs for D. Pharm Course</b> *Animal House	01 Laboratory 01 Laboratory 01 Laboratory 01 Laboratory 01 Laboratory <b>05 Laboratories</b> 01 (10 sq.mts)	01 01 01 01 01 --	50 50 50 50 60	
3	Preparation Room for each lab (One room can be shared by two labs, if it is in between two labs)	10 Sq.mts (minimum)	03	40	
4	Area of the Machine Room	100 Sq mts	01	120	
5	Aseptic Room	25 Sq mts	01	25	
6	Store Room – I	1 (Area 20 Sq	01	25	

Signature of the Principal/ Head of the Institution

		mts)			
7	Store Room – II (For Inflammable chemicals)	1 (Area 20 Sq mts)	01	20	

**\* Not required if computer simulated software are available**

**Basic amenities to be provided in all the laboratories**

Sr. No.	Amenities required	Available/Not Available	Remarks
1.	All the Laboratories should be well lit & ventilated	<b>Available</b>	
2.	All Laboratories should be provided with basic amenities and services like exhaust fans and fume chamber to reduce the pollution wherever necessary.	<b>Available</b>	
3.	The workbenches should be smooth and easily cleanable preferably made of non -absorbent material.	<b>Available</b>	
4.	The water taps should be non-leaking and directly installed on sinks. Drainage should be efficient.	<b>Available</b>	
5.	Balance room should be attached to the concerned laboratories.	<b>Available</b>	
6.	Fire extinguishers shall be provided inside and outside the laboratory.	<b>Available</b>	
7.	Flooring of the lab shall be non-skid and non-static.	<b>Available</b>	
8.	Standard Operating Procedure (S.O.P.) for all the equipment and system must be prepared and properly displayed near the respective machine.	<b>Available</b>	
9.	All the electrically operated machinery should be properly earthed and bonded.	<b>Available</b>	

**3. Administration Area:**

Sl. No.	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms in area	Available		Remarks/ Deficiency
				No.	Area in Sq. mts	
1	Principal's Chamber	01	20 Sq mts	01	30	
2	Office – I Including Confidential Room	01	40 Sq mts	01	40	
3	Staff / Faculty Rooms for D. Pharm course	01	30 Sq mts	01	30	
4	Library with computer and reprographic facilities	01	100 Sq mts	01	150	
5	Museum	01	30 Sq mts (May be attached to the Pharmacognosy Lab)	01	30	

**Signature of the Principal/ Head of the Institution**

6	Auditorium / Multi Purpose Hall(Desirable)	01	250 – 300 seatingcapacity	--	--	
7	Herbal Garden(Desirable)	01	Adequate Number of Medicinal Plants	--	--	

#### 4. Student Facilities:

Sl. No.	Name of infrastructure	Requirement in number	Requirement In area	Available		Remarks/ Deficiency
				No.	Area inSq. mts	
1	Girl's Common Room (Essential)	01	40 Sq mts	01	40	
2	Boy's Common Room (Essential)	01	40 Sq mts	01	40	
3	Toilet Blocks for Boys	01	25 Sq mts	01	25	
4	Toilet Blocks for Girls	01	25 Sq mts	01	25	
5	Canteen (Desirable)	01	100 Sq mts	--	--	
6	Drinking Water facility Water Cooler (Essential)	01		01		
7	Boy's Hostel (Desirable)	01	9 Sq mts/ Room Single occupancy	--	--	
8	Girl's Hostel (Desirable)	01	9 Sq mts / Room (single occupancy) 20 Sq mts/ room (triple occupancy)	--	--	
9	Power Backup Provision (Desirable)	01		01		

#### 5. Computer and other Facilities:

Name	Required	Available	Available		Remarks of the Inspectors
			No.	Area inSq. mts.	
Computer (latest Configuration)	1 system for every 10 students	Available	20	75	
Printers	1 printer for every 10 computers	Available	02	-	
Xerox Machine	01	Available	01	-	
Multi Media Projector	02	Available	02	-	

#### 6. Amenities (Desirable):

Name	Requirement as	Available	Not	Remarks/
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Signature of the Principal/ Head of the Institution

	per Norms in area	No.	Area in Sq. mts.	Available	Deficiency
Principal quarters	80 Sq. mts	-	-	Not Available	
Staff quarters	6 x 80 Sq. mts	-	-	Not Available	
Parking Area for staff and students		01	250	Available	
Bank Extension Counter		-	-	Not Available	
Co operative Stores		-	-	Not Available	
Guest House	80 Sq. mts	-	-	Not Available	
Transport Facilities for students		-	-	Not Available	
Medical Facility (First Aid)		01	10	Available	

### 7. 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
				Titles	Numbers	
1	Number of books	75	750 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	834	7125	
2	Annual addition of books		75 books per year	75 Books per year		
3	Periodicals Hard copies / online		<b>06 National Journals</b> Indian Journal of Pharmaceutical Sciences Indian Journal of Pharmaceutical Education and Research Journal of Hospital Pharmacy Indian Journal of Pharmacology CIMS, MIMS Indian Journal of Experimental Biology.	<b>Available</b>	08	
4	<b>Library Timings: (9.30am -4.30pm)</b>					

### B. Subject wise Classification:

Sl. No	Subject	Available		Remarks
		Titles	Numbers	
1	Pharmaceutics – I	143	685	
2	Pharmaceutical Chemistry – I	110	676	
3	Pharmacognosy	73	640	
4	Biochemistry and Clinical Pathology	55	663	

Signature of the Principal/ Head of the Institution

5	Human Anatomy and Physiology	56	502	
6	Health Education and Community Pharmacy	26	541	
7	Pharmaceutics – II	55	701	
8	Pharmaceutical Chemistry – II	94	679	
9	Pharmacology and Toxicology	96	682	
10	Pharmaceutical Jurisprudence	35	537	
11	Drug Store and Business Management	30	408	
12	Hospital and Clinical Pharmacy	39	386	

### C. Library Staff:

	Staff:	Qualification	Required	Available	Remarks
1	Librarian	D. Lib	1	1	
2	Library Attenders	10+ 2 /PUC	1	1	

**Note: The information provided will be assessed in giving the period of approval**

### PART G – EQUIPMENT AND APPARATUS

(Department wise List of Minimum equipments required for D. Pharm)

#### PHARMACEUTICS

Sr. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks
1.	Continuous Hot Extraction Equipment	05	05	Yes	
2.	Conical Percolator	05	15	Yes	
3.	Tincture Press	01	02	Yes	
4.	Hand Grinding Mill	01	02	Yes	
5.	Disintegrator	01	01	Yes	
6.	Ball mill	01	01	Yes	
7.	Hand operated Tablet machine	01	03	Yes	
8.	Tablet Coating Pan unit with hot air blower laboratory size	01	01	Yes	
9.	Polishing pan laboratory size	01	01	Yes	
10.	Monsanto's hardness tester	01	01	Yes	
11.	Pfizer type hardness tester	01	01	Yes	
12.	Tablet disintegration test apparatus IP	01	01	Yes	
13.	Tablet dissolution test apparatus IP	01	01	Yes	
14.	Granulating sieve set	10	10	Yes	
15.	Tablet counter – small size	05	05	Yes	
16.	Friability tester	01	01	Yes	
17.	Collapsible tube – Filling and sealing equipment	01	01	Yes	
18.	Capsule filling machine – Lab size	01	01	Yes	
19.	Digital balance	01	01	Yes	
20.	Distillation unit for distilled water	02	02	Yes	
21.	Deionization unit	01	01	Yes	
22.	Glass distillation unit for water for injection	01	01	Yes	

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23.	Ampoule washing machine	01	01	Yes	
24.	Ampoule filling and sealing machine	01	01	Yes	
25.	Sintered glass filters for bacterial proof filtration(four different grades)	Adequate	Adequate	Yes	
26.	Millipore filter (3 grades)	Adequate	Adequate	Yes	
27.	Autoclave	01	01	Yes	
28.	Hot air sterilizer	01	01	Yes	
29.	Incubator	01	01	Yes	
30.	Aseptic cabinet	01	01	Yes	
31.	Ampoule clarity test equipment	01	01	Yes	
32.	Blender	01	01	Yes	
33.	Sieves set (Pharmacopoeia standard)	02	02	Yes	
34.	Lab Centrifuge	01	01	Yes	
35.	Ointment slab	Adequate	40	Yes	
36.	Ointment spatula	Adequate	40	Yes	
37.	Pestle and mortar porcelain	Adequate	66	Yes	
38.	Pestle and mortar glass	Adequate	21	Yes	
39.	Suppository moulds of three sizes	Adequate	27	Yes	
40.	Refrigerator	01	01	Yes	

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

#### PHARMACEUTICAL CHEMISTRY

Sr. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks
1.	Refractometer	01	01	Yes	
2.	Polarimeter	01	01	Yes	
3.	Photoelectric colorimeter	01	01	Yes	
4.	pH meter	01	01	Yes	
5.	Atomic model set	02	02	Yes	
6.	Electronic balance	01	01	Yes	
7.	Periodic table chart	Adequate	01	Yes	

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

#### PHYSIOLOGY & PHARMACOLOGY LABORATORY

Sr. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks
1.	Haemoglobinometer	20	20	Yes	
2.	Haemocytometer	10	10	Yes	
3.	Student's organ bath	1	2	Yes	
4.	Sherington's rotating drum	1	3	Yes	
5.	Frog board	Adequate	Adequate	Yes	
6.	Tray (dissecting)	Adequate	05	Yes	
7.	Frontal writing lever	Adequate	Adequate	Yes	
8.	Aeration tube	Adequate	Adequate	Yes	
9.	Telethermometer	1	1	Yes	
10.	Pole climbing apparatus	1	1	Yes	
11.	Histamine chamber	1	1	Yes	

**Signature of the Principal/ Head of the Institution**

12.	Simple lever	Adequate	Adequate	<b>Yes</b>	
13.	Staring heart lever	Adequate	10	<b>Yes</b>	
14.	Aerator	Adequate	05	<b>Yes</b>	
15.	Histological Slides	Adequate	60	<b>Yes</b>	
16.	Sphygmomanometer (B.P. apparatus)	5	5	<b>Yes</b>	
17.	Stethoscope	5	5	<b>Yes</b>	
18.	First aid equipment	Adequate	Adequate	<b>Yes</b>	
19.	Contraceptive device	Adequate	Adequate	<b>Yes</b>	
20.	Dissecting (surgical) instruments	Adequate	5	<b>Yes</b>	
21.	Balance for weighing small Animals	1	1	<b>Yes</b>	
22.	Kymograph paper	Adequate	Adequate	<b>Yes</b>	
23.	Actophotometer	1	1	<b>Yes</b>	
24.	Analgesiometer	1	1	<b>Yes</b>	
25.	Thermometer	Adequate	2	<b>Yes</b>	
26.	Plastic animal cage	Adequate	2	<b>Yes</b>	
27.	Double unit organ bath with thermostat	1	1	<b>Yes</b>	
28.	Refrigerator	1	1	<b>Yes</b>	
29.	Single pan balance	1	1	<b>Yes</b>	
30.	Charts	Adequate	Adequate	<b>Yes</b>	
31.	Human skeleton	1	1	<b>Yes</b>	
32.	Anatomical specimen (Heart, brain, eye, ear, reproductive system etc.,)	1 set	1 set	<b>Yes</b>	
33.	Electro-convulsimeter	1	1	<b>Yes</b>	
34.	Stop watch	Adequate	Adequate	<b>Yes</b>	
35.	Clamp, boss heads, screw clips	Adequate	Adequate	<b>Yes</b>	
36.	Syme's Cannula	Adequate	Adequate	<b>Yes</b>	

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

#### PHARMCOGNOSY LABORATORY

Sr. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks
1.	Projection Microscope	01	01	<b>Yes</b>	
2.	Charts (different types)	Adequate	20	<b>Yes</b>	
3.	Models (different types)	Adequate	50	<b>Yes</b>	
4.	Permanent Slides	Adequate	100	<b>Yes</b>	
5.	Slides and Cover Slips	Adequate	500	<b>Yes</b>	

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

#### PHARMACY PRACTICE LABORATORY

Sr. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks
1.	Colorimeter	2	2	<b>Yes</b>	
2.	Microscope	Adequate	Adequate	<b>Yes</b>	
3.	Permanent slides (skin, kidney, pancreas, smooth muscle, liver etc.,)	Adequate	Adequate	<b>Yes</b>	
4.	Watch glass	Adequate	Adequate	<b>Yes</b>	

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5.	Centrifuge	1	1	<b>Yes</b>	
6.	Biochemical reagents for analysis of normal and pathological constituents in urine and blood facilities	Adequate	Adequate	<b>Yes</b>	
7.	Filtration equipment	2	2	<b>Yes</b>	
8.	Filling Machine	1	1	<b>Yes</b>	
9.	Sealing Machine	1	1	<b>Yes</b>	
10.	Autoclave sterilizer	1	1	<b>Yes</b>	
11.	Membrane filter	1 Unit	1 Unit	<b>Yes</b>	
12.	Sintered glass funnel with complete filtering assemble	Adequate	Adequate	<b>Yes</b>	
13.	Small disposable membrane filter for IV admixture filtration	Adequate	Adequate	<b>Yes</b>	
14.	Laminar air flow bench	1	1	<b>Yes</b>	
15.	Vacuum pump	1	1	<b>Yes</b>	
16.	Oven	1	1	<b>Yes</b>	
17.	Surgical dressing	Adequate	Adequate	<b>Yes</b>	
18.	Incubator	1	1	<b>Yes</b>	
19.	PH meter	1	1	<b>Yes</b>	
20.	Disintegration test apparatus	1	1	<b>Yes</b>	
21.	Hardness tester	1	1	<b>Yes</b>	
22.	Centrifuge	1	1	<b>Yes</b>	
23.	Magnetic stirrer	1	1	<b>Yes</b>	
24.	Thermostatic bath	1	1	<b>Yes</b>	

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

#### **MUSEUM**

**Every Institution shall maintain a museum of crude drugs, herbarium sheets, botanical specimens of the drugs, and plants, mentioned in the course in addition the following are recommended.**

<b>Sr. No.</b>	<b>Requirement Prescribed by PCI</b>	<b>Available/Not Available</b>	<b>Remarks</b>
1.	Colored slides of medicine plants.	<b>Available</b>	
2.	Display of popular patent medicines, and	<b>Available</b>	
3.	Containers of common usage in medicines.	<b>Available</b>	

#### **PART: H ESSENTIAL AND DESIRABLE REQUIREMENTS**

<b>ESSENTIAL AND DESIRABLE REQUIREMENTS</b>			
<b>Sr. No</b>	<b>Description</b>	<b>Availability [YES / NO]</b>	<b>Details to be provided.</b>

**Signature of the Principal/ Head of the Institution**

			[Number, if so required]
<b>Essential Requirements</b>			
1.	Display of information submitted to PCI (including the accreditation status and Board of Governors) along with mandatory disclosures in the Web site of the Institution. <b>(Annexure-B)</b>	<b>YES</b>	
2.	Establishment of Online Grievance Redressal Mechanism	<b>YES</b>	
3.	Establishment of Anti Ragging Committee	<b>YES</b>	
4.	Establishment of Grievance Redressal Committee in the Institution	<b>YES</b>	
5.	Establishment of Internal Complaint Committee (ICC)	<b>YES</b>	
6.	Establishment of Committee for SC/ ST (As per the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989, No. 33 of 1989, dated 11.09.1989)*	<b>YES</b>	
7.	Internal Quality Assurance Cell*	<b>YES</b>	
8.	Barrier Free Built Environment for disabled and elderly persons	<b>YES</b>	
9.	Fire and Safety Certificate	<b>YES</b>	
10.	Implementation of mandatory Internship policy for students**	<b>YES</b>	
11.	Facilitate teachers for undergoing Pedagogical training	<b>YES</b>	
12.	Implementation of student Induction Programme***	<b>YES</b>	
13.	At least 5 MoUs with Industries	<b>YES</b>	
14.	Implementation of examination reforms	<b>YES</b>	
15.	Compliance of the National Academic Depository (NAD) as per MoE directives, (Applicable for Standalone Institutions and Universities)	<b>YES</b>	
16.	Safety and Security measures in the Campus	<b>YES</b>	
17.	Implementation of Food Safety and Standards Act, 2006 at the Institution	<b>YES</b>	
18.	Digital payment for all financial transactions as per MoE directives	<b>YES</b>	
19.	Display of information submitted to PCI (including the accreditation status and Board of Governors) along with mandatory disclosures in the prime location of the Web site(as a quick link) of the Institution	<b>YES</b>	
20.	Language Laboratory (for institutions having Diploma and Degree Programs)	<b>YES</b>	
21.	Potable Water supply and outlets for drinking water at strategic locations	<b>YES</b>	
22.	Electrical Grid Power Supply Connection	<b>YES</b>	

**Signature of the Principal/ Head of the Institution**

23.	Backup Electric Supply	<b>YES</b>	
24.	Sports facilities	<b>YES</b>	
25.	Waste Management and environment improvement measures to ensure a sustainable Green Campus	<b>YES</b>	
26.	Sewage Disposal System	<b>YES</b>	
27.	Display board within the premises as well as on the Web site of the of Institution indicating the feedback facility of students and Faculty	<b>YES</b>	
28.	First aid, Medical and Counseling Facilities	<b>YES</b>	
29.	Students Safety Insurance	<b>YES</b>	
30.	Group Accident Policy to be provided for the employees	<b>YES</b>	
31.	Facility to watch MOOCs through SWAYAM & SWAYAM PRABHA	<b>YES</b>	
32.	Road suitable for use by Motor vehicle- Motorized Road	<b>YES</b>	
33.	Institution-Industry Cell	<b>YES</b>	
34.	Applied for membership of National Digital Library	<b>YES</b>	
35.	Copies of AICTE/PCI approvals (LoA and EoA of subsequent years) obtained since inception of the Institution till date shall be placed on the Web site of the Institution and Information about available Courses at the Entrance of the Institution	<b>YES</b>	
36.	Appointment of Student Counselor	<b>YES</b>	
37.	Vehicle Parking	<b>YES</b>	
38.	General Notice Board and Departmental Notice Boards	<b>YES</b>	
39.	Provision / Facilities to conduct online meetings, Webinars, classes and examinations	<b>YES</b>	
40.	Display of Course(s) and "Approved Intake" in the Institution at the entrance of the Institution.	<b>YES</b>	
<p>* Appointment of Committees/ IQAC/ Grievance Mechanism should be made before commencement of the session, however, an to that effect need to be submitted by the new Technical Institution at the time of inspection by Expert Visit Committee</p> <p>** An Affidavit to be uploaded on the Portal for the compliance of Implementation of Internship Policy of PCI.</p> <p>*** An Undertaking to be uploaded on the Portal that the Institution shall possess an UHV Induction Programme trained Faculty for every 20 newly joined students before AY 2022-23.</p> <p>**** An Undertaking to be uploaded on the Portal that the Internal Assessment &amp; Laboratory Work shall be carried out following PCI Exam Reforms and all the existing Faculty shall be trained for the same.</p> <p><b>Note:</b> The above mentioned documents need to be uploaded before downloading the EoA. The Council shall verify their implementation at any point of time.</p>			

**Signature of the Principal/ Head of the Institution**

<b>Desirable Requirements</b>			
1.	Implementation of the schemes announced by Government of India	No	
2.	Offering of Skill development Courses approved by the Council	No	
3.	Fabrication facility Laboratory (FABLAB)/ AICTE-IDEA LAB/Tinkering Laboratory/ Innovation Laboratory	No	
4.	Availability of at least ONE Smart Class Room per Department	Yes	
5.	Installation of grid connected solar rooftops/ Power Systems	No	
6.	Public announcement system at strategic locations for general announcements/ paging and announcements in emergency.	Yes	
7.	Enterprise Resource Planning (ERP) Software for Student-Institution-Parent interaction	No	
8.	Efforts to encourage Final Year students to appear in various competitive Examinations.	Yes	
9.	Efforts to encourage students to participate in National/International competition.	Yes	
10.	Efforts to encourage students to take-up internship and project work in Indian Knowledge System related Areas/Topics/Disaster Management	No	
11.	Transport	No	
12.	Banking Facility/ Automated Teller Machine	No	
13.	LCD (or similar) projectors in Class Rooms	Yes	
14.	Auditorium	No	
15.	Staff Quarters	No	
16.	Course(s) taken through duly recognized MOOCs shall be used as Supplementary Course(s)	No	
17.	General Insurance provided for assets against fire, burglary and other calamities	Yes	
18.	Intellectual Property Right Cell	No	
19.	Implementation of Unnat Bharat Abhiyan/ Saansad Adarsh Gram Yojana (SAGY)	No	
20.	Implementation of Startup Policy	No	
21.	Innovation Cell/Club	No	
22.	Social Media Cell	No	
23.	Participation in the National Institutional Ranking Framework (NIRF)	No	
24.	Participation in the National Innovation Ranking(ARIIA)	No	
25.	Plastic Free Campus	No	

**Signature of the Principal/ Head of the Institution**

26.	Measures for Cyber security	No	
27.	Availability of quality sanitary napkins through sanitary napkin vending machines and ensuring safe and environmental friendly disposal of used sanitary napkin through sanitary napkin incinerator	No	
28.	Rainwater Harvesting	No	

### PART I – FINANCIAL & PHYSICAL RESOURCES

#### Budgeted Expenditure for the Past Three Years

Budgeted Expenditure for the year **2018-19**.

<b>Expenditure Heads</b>	<b>Budget (In lakhs)</b>	<b>Actual Expenditure</b>	<b>Shortfall if any</b>
<b>I. Academic Buildings:</b> - Construction - Maintenance Expenses	<b>200000</b>	<b>178980</b>	
<b>II. Laboratories/Computing Centre</b> - New Equipment - Furniture - Operation & Maintenance	<b>50000</b> <b>20000</b> <b>30000</b>	<b>33595</b> <b>15000</b> <b>14080</b>	
<b>III. Salary</b> - Salary of Teaching Staff - Salary of Non-Teaching Staff	<b>3500000</b> <b>6000000</b>	<b>3098879</b> <b>5964779</b>	
<b>IV. Faculty/Staff Development</b> (Seminars/Workshops/Incentive Schemes/Training/Higher Studies)	<b>50000</b>	<b>35000</b>	
<b>V. Library</b> - Books - Journals ,e-journals - E-library	<b>90000</b> <b>50000</b>	<b>78200</b> <b>45570</b>	
<b>VI. Services</b> - Administration/Transport/Hostels/Canteen/Security/Water/Electricity/P&T: - Hostel Maintenance - Landscaping - Internet facility	<b>350000</b> <b>60000</b> <b>25000</b>	<b>360936</b> <b>42000</b> <b>23500</b>	
<b>VII. Students Activities</b> - Extracurricular/Co-curricular/ Sports/Cultural /extra classes	<b>30000</b> <b>70000</b>	<b>23109</b> <b>61279</b>	
<b>VIII. Medical Expenses</b> -Full time or otherwise	<b>50000</b>	<b>45500</b>	
<b>IX. Any Other, please specify</b>		<b>941369</b>	

Signature of the Principal/ Head of the Institution

Budgeted Expenditure for the Year **2019-20**.

<b>Expenditure Heads</b>	<b>Budget (In lakhs)</b>	<b>Actual Expenditure</b>	<b>Shortfall if any</b>
<b>I. Academic Buildings:</b>			
- Construction	<b>250000</b>	<b>238431</b>	
- Maintenance Expenses	<b>40000</b>	<b>37165</b>	
<b>II. Laboratories/Computing Centre</b>	<b>50000</b>	<b>43790</b>	
- New Equipment	<b>65000</b>	<b>63728</b>	
- Furniture	<b>35000</b>	<b>13750+21950</b>	
- Operation & Maintenance			
<b>III. Salary</b>	<b>5600000</b>	<b>5621278</b>	
- Salary of Teaching Staff	<b>3100000</b>	<b>3098879</b>	
- Salary of Non-Teaching Staff			
<b>IV. Faculty/Staff Development</b> (Seminars/Workshops/Incentive Schemes/Training/Higher Studies)	<b>50000</b>	<b>48000</b>	
<b>V. Library</b>			
- Books	<b>85000</b>	<b>84230</b>	
- Journals ,e-journals	<b>24000</b>	<b>22264</b>	
- E-library			
<b>VI. Services</b>			
- Administration/Transport/Hostels/Canteen/Security/Water/Electricity/P&T:	<b>340000</b>	<b>338349</b>	
- Hostel Maintenance	<b>50000</b>	<b>43229</b>	
- Landscaping	<b>21000</b>	<b>21026</b>	
- Internet facility			
<b>VII. Students Activities</b>	<b>40000</b>	<b>38280</b>	
- Extracurricular/Co-curricular/Sports/Cultural /extra classes	<b>75000</b>	<b>73180</b>	
<b>VIII. Medical Expenses</b> -Full time or otherwise	<b>50000</b>	<b>48000</b>	
<b>IX. Any Other, please specify</b>		<b>1696790</b>	

Signature of the Principal/ Head of the Institution

Budgeted Expenditure for the Year **2020-21**.

<b>Expenditure Heads</b>	<b>Budget (In lakhs)</b>	<b>Actual Expenditure</b>	<b>Shortfall if any</b>
<b>I. Academic Buildings:</b>			
- Construction	<b>750000</b>	<b>734842</b>	
- Maintenance Expenses	<b>50000</b>	<b>49840</b>	
<b>II. Laboratories/Computing Centre</b>			
- New Equipment	<b>125000</b>	<b>123290</b>	
- Furniture	<b>10000</b>	<b>6500</b>	
- Operation & Maintenance	<b>40000</b>	<b>40334</b>	
<b>III. Salary</b>			
- Salary of Teaching Staff	<b>3300000</b>	<b>3304692</b>	
- Salary of Non-Teaching Staff	<b>6500000</b>	<b>6335913</b>	
<b>IV. Faculty/Staff Development</b> (Seminars/Workshops/Incentive Schemes/Training/Higher Studies)	<b>50000</b>	<b>10000</b>	
<b>V. Library</b>			
- Books	<b>43000</b>	<b>4311</b>	
- Journals ,e-journals	<b>25000</b>	<b>25410</b>	
- E-library			
<b>VI. Services</b>			
- Administration/Transport/Hostels/Canteen/Security/Water/Electricity/P&T:	<b>150000</b>	<b>142582</b>	
- Hostel Maintenance			
- Landscaping	<b>50000</b>	<b>45608</b>	
- Internet facility	<b>35000</b>	<b>34552</b>	
<b>VII. Students Activities</b>			
- Extracurricular/Co-curricular/ Sports/Cultural /extra classes	<b>50000</b> <b>20000</b>	<b>50780</b> <b>16459</b>	
<b>VIII. Medical Expenses</b> -Full time or otherwise	<b>65000</b>	<b>65458</b>	
<b>IX. Any Other, please specify</b>		<b>1305875</b>	

Latest Balance Sheet of the Society certified from CA is to be attached.

### **PART J – ACADEMIC REQUIREMENT**

#### **1. Student Staff Ratio:**

- a. Theory: 1:60
- b. Practicals: 1:20

(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

#### **2. Date of Commencement of session:**

**Signature of the Principal/ Head of the Institution**

<b>Commencement</b>	<b>Completion</b>
<b>01/10/2021</b>	<b>30/06/2022</b>

**3. Vacation:**

- a. No. of Days in Summer:00
- b. No. of Days in Winter: 09

**4. Total Number of working days: 180****5. Time Table:**

Time Table for I and II D. Pharm Enclosed: Yes

**6. Academic Performance of Last three Years (Attach Annexure if required)**

S. No.	Course	Year	Sanctioned intake	No. of students admitted	Number of students Appeared in Board Exams	Students Passed	Passed with 1 <sup>st</sup> Division	Pass Percentage
					A	Number (B)		(B/A)* 100
1.	D.Pharmacy (2018-19)	1 <sup>st</sup> year	60	59	59	53	41	90
		2 <sup>nd</sup> year	60	64	64	38	33	59
2.	D.Pharmacy (2019-20)	1 <sup>st</sup> year	60	60	60	59	47	98
		2 <sup>nd</sup> year	60	59	59	59	59	100
3.	D.Pharmacy (2020-21)	1 <sup>st</sup> year	69	69	67	63	42	94
		2 <sup>nd</sup> year	69	64	65	60	55	92

**Up keep of Attendance Record of Students**

S. No.	Course / with year/ Semester	Hours of teaching from start of session	Total students on roll	Number of students				Remarks
				Above 75%	Above 70%	Above 65%	Above 60%	
1.	D.Pharmacy 1 <sup>st</sup> year	----	69	69	00	00	00	
2.	D. Pharmacy 2 <sup>nd</sup> year	----	64	64	00	00	00	

Signature of the Principal/ Head of the Institution



**Details of classes conducted for D. Pharm 1<sup>st</sup> Year & 2<sup>nd</sup> Year**

Class / Subject	Theory		Practicals				Remarks
	Prescribed No of Hours	No of Hours Conducted	Prescribed No of Hours	No of Hours Conducted	Prescribed No of classes	No of classes Conducted	
<b>D. Pharm 1<sup>st</sup> Year</b>							
Pharmaceutics – I	75	87	100	84	25	28	
Pharmaceutical Chemistry – I	75	81	75	90	25	30	
Pharma Cognosy	75	89	75	87	25	29	
Social Pharmacy	75	87	75	96	25	32	
Human Anatomy and Physiology	75	84	75	87	25	29	
<b>D. Pharm 2<sup>nd</sup> Year</b>							
Pharmaceutics – II	75	87	100	116	25	29	
Pharmaceutical Chemistry – II	100	120	75	99	25	33	
Pharmacology and Toxicology	75	92	50	64	25	32	
Pharmaceutical Jurisprudence	50	58	---	--	---	--	
Drug Store and Business Management	75	94	---	--	---	--	
Hospital and Clinical Pharmacy	75	91	50	59	25	29	

**8. Workload of faculty members for D. Pharm**

Signature of the Principal/ Head of the Institution

Sl. No	Name of the Faculty	Subjects taught	D. Pharm				Total work load	Remarks
			I D. Ph		II D. Ph			
			Th	Pr	Th	Pr		
1.	Ms. Poonam Yadav	Pharmacology	00	00	03	05	08	
2.	Dr. Rashmi Wadhwa	Pharmacognosy & H.C.P (Practical)	03	09	00	04	16	
3.	Ms. Ekta Broka	Social Pharmacy & Pharmaceutics II	03	00	03	10	16	
4.	Mr. B.M Sharma	Pharmaceutics I & H.C.P	03	08	03	02	16	
5.	Mr. Tarun Chaudhary	Pharmachemistry II	00	03	04	09	16	
6.	Ms. Swati Chaudhary	Pharmachemistry I & Pharmajurisprudence	03	09	02	02	16	
7.	Mr. Rajesh Kr. Goyal	H.A.P & D.S.B.M	03	09	03	01	16	

### **Details:**

- i. Merit position/toppers branch wise in the HSBTE Exams, if any.
- ii. Awards awarded by the Polytechnic to the academic toppers of the Polytechnic.
- iii. Steps taken for improving the academic results.
- iv. Conduct of extra classes for weak/ needy students (Please attach copy of time table also).
- v. Total no. of working days observed in Semester (Please attach copy of time table also).
- vi. Whether Alumni association is formed or not.
- vii. Efforts made for quality teaching/ improving pedagogy/ personality development & improvement in Communication Skill of students.
- viii. Steps taken for improving academic ambiance of the Polytechnic like land scaping, horticulture, tree plantation etc.
- ix. Utilization of student fund for student welfare activities.
- x. Teaching-Learning process:
  - a. Whether Academic Calendar implemented? (Yes )
  - b. Whether Teaching Aids used? (Yes )
  - c. Whether Student Feedback implemented? (Yes )
  - d. Any new innovation/ practice / technique adopted in teaching? (Yes )
  - e. Whether Teacher's Diary maintained? (Yes )

### **Industry Institution Interaction & Placements**

#### **(a) Mention the following details if any.**

- i. Details of industrial tours/visits/ seminar etc. organized in the previous academic session
- ii. Consultancy
- iii. Industrial Project Work
- iv. Seminars/Conferences/Lectures with industry partnership
  - Seminar on Pharmacist: A life to turn Challenges into Opportunities on 13.02.2019
  - Seminar on : Opportunities in Pharmacy on 20.08.19
  - Seminar on: Public Engagement on Health And Development in India on 19.09.19
  - Seminar on: Pharmacist Role in Hospital on 29.11.19
  - Seminar on: Professional Effective Program on 25.02.20
  - Seminar on: Career Prospects in Pharmacy on 08.03.2021
  - Seminar on: Awareness of T.B in collaboration with PHC, Tigaon on 28.12.2021

**Signature of the Principal/ Head of the Institution**

- Webinar on: Cancer Prevention to palliation on 04.01.2022

**(b) Student's Placement:**

- Whether training and placement cell has been established? **Yes**
- Name of the Training and Placement Officer : **Mr. B.M Sharma**
- Qualification and Experience of Training and Placement Officer: **B.Pharmacy, 18 Yrs**
- Number of companies which visited the Institute during the last three years for campus interviews (Please supply the list of companies) & efforts made for improving Industrial Institution Interaction.
  - Global Healthline Pvt Ltd, New Delhi
  - Blulax laboratories Pvt. Ltd. Faridabad
  - MITS healthcare Pvt. Ltd. Chandigarh
  - R & G healthcare Pvt. Ltd. Gurgaon
  - Guardian healthcare Pvt. Ltd. Gurgaon
  - Jayell Healthcare Pvt Ltd, New Delhi
  - Rx Health Management Pvt Ltd, Faridabad
  - Lifecare Health Private Ltd, Faridabad
  - Pacencia Consumers Goods Pvt Ltd, Faridabad
  - 1mg Healthcare Solutions Pvt Ltd, Gurgaon
  - Stanqualis Healthcare Pvt Ltd, Faridabad
- Number of extension lectures delivered by outside experts during the last three years : 01
- Course wise number of students placed during the last 3 years:

Course	No. of Eligible Students	No. of Students Placed	Percentage
<b>D. Pharmacy (2020-21)</b>	<b>60</b>	<b>47</b>	<b>78</b>
<b>D. Pharmacy (2019-20)</b>	<b>59</b>	<b>27</b>	<b>46</b>
<b>D. Pharmacy (2018-19)</b>	<b>38</b>	<b>32</b>	<b>84</b>

**Extra Curricular Activities**

Brief account of the activities/ achievements of the Institute during the previous year:

- Hospital visit on 10 January 2020**
- Polio Eradication Programme on 19 January 2020**
- Sports day on 6<sup>th</sup> March 2020**
- Precautionary measures against corona on 22.11.2021**
- Polio Eradication Programme on 27 January 2022**

**PART K – FACULTY DEVELOPMENT INITIATIVES**

- Number of faculty sponsored by the institute since its inception to till date for improvement of academic qualification teaching skills etc.
- Number of faculty sponsored to attend training conference and other professional meeting within and outside the country and the total amount spent for this purpose by the Institute/ Trust/ Society.
- Number of faculty sponsored for industrial training.
- Does the institute possess any faculty development plan, if so give the details.

**Signature of the Principal/ Head of the Institution**

**PART L– OTHERS**

1. Please state whether the applicant is running and / or managing any other technical / professional institution which is approved in the premises on sharing basis. If so, please give the name of the programs / courses being conducted.
2. Whether the applicant has any Court Case in respect of violation of provisions of State Govt. / UGC or that of any other statutory body including AICTE / NCHMCT / PCI.
3. Has the institute ever been served show cause notice by the Board for indulging in malpractices in conduct of Board examination? If Yes, Please mention the details and its present status.
4. Has the institute ever been served show cause notice by the DTE / AICTE / PCI / NCHMCT / HSBTE for indulging in malpractices / violation of rules, etc? If Yes, Please mention the details and its present status.
5. Please submit status of compliance in respect of various conditions / guidelines as per latest AICTE approval Letter.
6. Please submit status of compliance in respect of Grievance Redressal Committee for students.
7. Please submit status of compliance in respect of various conditions / guidelines as per latest DTE / State Govt. NOC.
8. Whether any deficiencies were reported by the PCI during last two years? If Yes, Please submit the compliance of these deficiencies.
9. Whether any deficiencies were reported by the DTE / HSBTE during last two years? If Yes, Please submit the compliance of these deficiencies.
10. Please describe briefly future plans for improvements in infrastructure / expansion in academic and other activities to fully meet the norms and standards.

Name and Signature of the Principal /  
Director of the Institution.

Counter signed by:

(Chairman / President of the Society / Trust / Board)

(Two Members on Society/Trust/Board)

**Signature of the Principal/ Head of the Institution**

**Annexure-A****MEMBER /INDIVIDUAL DETAILS****Details of the Individuals/ members/office bearers of organization**

1. Name.....
2. Father Name.....
3. Designation in the Trust/Society/Mission/Company etc..  
.....
4. Permanent Address.....  
.....
5. Correspondence Address.....  
.....
6. E-Mail ID.....
7. Occupation.....
8. Qualification Details.....
9. Telephone/Mobile Number/FAX Number.....
10. Work place address.....
11. Pan Number.....
12. Aadhar Number.....
13. DIN Number.....

Affix latest passport size photo
--

**Note:-**Information regarding all the members as per the constitution of the Society/Company/Trust/etc. have to be provided. This is to be filled up by each member separately.

**Date:**

**Place:**

**(Signature)**

**Signature of the Principal/ Head of the Institution**

## Annexure -B

### Mandatory Disclosure

The following information shall be given in the information Brochure besides being hosted on the Institution's official Website.

**The onus of the authenticity of the information lies with the Institution ONLY and not on AICTE.**

**1 Name of the Institution**

- Address including Telephone, Mobile, E-Mail

**2 Name and address of the Trust/ Society/ Company and the Trustees**

- Address including Telephone, Mobile, E-Mail

**3 Name and Address of the Principal/ Director**

- Address including Telephone, Mobile, E-Mail

**4 Name of the affiliating Board**

**5 Governance**

- Members of the Board and their brief background
- Members of Academic Advisory Body
- Frequency of the Board Meeting and Academic Advisory Body
- Organizational chart and processes
- Nature and Extent of involvement of Faculty and students in academic affairs/improvements
- Mechanism/ Norms and Procedure for democratic/ good Governance
- Student Feedback on Institutional Governance/ Faculty performance
- Grievance Redressal mechanism for Faculty, staff and students
- Establishment of Anti Ragging Committee
- Establishment of Online Grievance Redressal Mechanism
- Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University
- Establishment of Internal Complaint Committee (ICC)
- Establishment of Committee for SC/ ST
- Internal Quality Assurance Cell

**6 Programmes**

- Name of Programmes approved BY PCI
- Name of Programmes Accredited
- Status of Accreditation of the Courses
  - Total number of Courses
  - No. of Courses for which applied for Accreditation
  - Status of Accreditation – Preliminary/ Applied for SAR and results awaited/ Applied for SAR and visits completed/ Results of the visits awaited/ Rejected/ Approved for ..... Courses
- For each Programme the following details are to be given:
  - Name
  - Number of seats
  - Duration
  - Cut off marks/rank of admission during the last three years
  - Fee
  - Placement Facilities

**Signature of the Principal/ Head of the Institution**

- Campus placement in last three years with minimum salary, maximum salary and average salary
- Name and duration of programme(s) having Twinning and Collaboration with Foreign University(s) and being run in the same Campus along with status of their approval. If there is Foreign Collaboration, give the following details:
  - Details of the Foreign University
    - Name of the University
    - Address
    - Website
    - Accreditation status of the University in its Home Country
    - Ranking of the University in the Home Country
    - Whether the degree offered is equivalent to an Indian Degree? If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and job both within and outside the country
    - Nature of Collaboration
    - Conditions of Collaboration
    - Complete details of payment a student has to make to get the full benefit of Collaboration
- For each Programme Collaborated provide the following:
  - Programme Focus
  - Number of seats
  - Admission Procedure
  - Fee
  - Placement Facility
  - Placement Records for last three years with minimum salary, maximum salary and average salary
- Whether the Collaboration Programme is approved? If not whether the Domestic/Foreign University has applied for approval

## 7. Faculty

- Branch wise list Faculty members:
  - Permanent Faculty
  - Adjunct Faculty
  - Permanent Faculty: Student Ratio
- Number of Faculty employed and left during the last three years

## 8. Profile of Director/ Principal/ Faculty

For each Faculty give a page covering with Passport size photograph

- i. Name
- ii. Date of Birth
- iii. Unique id
- iv. Education Qualifications
- v. Work Experience
  - Teaching
  - Research
  - Industry
  - others
- vi. Area of Specialization
- vii. Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level
- viii. Research guidance
  - No. of papers published in National/ International Journals/ Conferences
  - Master

**Signature of the Principal/ Head of the Institution**

- Ph.D.
- ix. Projects Carried out
- x. Patents
- xi. Technology Transfer
- xii. Research Publications
- xiii. No. of Books published with details

#### **9. Fee**

- Details of fee, as approved by State Fee Committee, for the Institution
- Time schedule for payment of fee for the entire programme
- No. of Fee waivers granted with amount and name of students
- Number of scholarship offered by the Institution, duration and amount
- Criteria for fee waivers/scholarship
- Estimated cost of Boarding and Lodging in Hostels

#### **10. Admission**

- Number of seats sanctioned with the year of approval
- Number of Students admitted under various categories each year in the last three years
- Number of applications received during last two years for admission under Management Quota and number admitted

#### **11. Admission Procedure**

- Calendar for admission against Management/vacant seats:
  - Last date of request for applications
  - Last date of submission of applications
  - Dates for announcing final results
  - Release of admission list (main list and waiting list shall be announced on the same day)
  - Date for acceptance by the candidate (time given shall in no case be less than 15 days)
  - Last date for closing of admission
  - Starting of the Academic session
  - The waiting list shall be activated only on the expiry of date of main list
  - The policy of refund of the fee, in case of withdrawal, shall be clearly notified

#### **12. List of Applicants**

- List of candidate whose applications have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidate who have applied along with percentage and percentile score for Management quota seats.

#### **13. Information of Infrastructure and Other Resources Available**

- Number of Class Rooms and size of each
- Number of Tutorial rooms and size of each
- Number of Laboratories and size of each
- Number of Drawing Halls with capacity of each
- Number of Computer Centres with capacity of each
- Central Examination Facility, Number of rooms and capacity of each
- Barrier Free Built Environment for disabled and elderly persons
- Occupancy Certificate
- Fire and Safety Certificate
- Hostel Facilities
- **Library**
  - Number of Library books/ Titles/ Journals available (program-wise)
  - List of online National/ International Journals subscribed

**Signature of the Principal/ Head of the Institution**



- E- Library facilities
- **Laboratory and Workshop**
  - List of Major Equipment/Facilities in each Laboratory/ Workshop
  - List of Experimental Setup in each Laboratory/ Workshop
- **Computing Facilities**
  - Internet Bandwidth
  - Number and configuration of System
  - Total number of system connected by LAN
  - Total number of system connected by WAN
  - Major software packages available
  - Special purpose facilities available
- Innovation Cell
- Social Media Cell
- **List of facilities available**
  - Games and Sports Facilities
  - Extra-Curricular Activities
  - Soft Skill Development Facilities
- **Teaching Learning Process**
  - Curricula and syllabus for each of the programmes as approved by the Board
  - Academic Calendar of the Board
  - Academic Time Table with the name of the Faculty members handling the Course
  - Teaching Load of each Faculty
  - Internal Continuous Evaluation System and place
  - Student's assessment of Faculty, System in place
- **Special Purpose**
  - Software, all design tools in case
  - Academic Calendar and frame work

#### **14. Enrollment of students in the last 3 years**

#### **15. List of Research Projects/ Consultancy Works**

- Number of Projects carried out, funding agency, Grant received
- Publications (if any) out of research in last three years out of masters projects
- Industry Linkage
- MoUs with Industries (minimum 3)

#### **16. LoA and subsequent EoA till the current Academic Year**

#### **17. Accounted audited statement for the last three years**

#### **18. Best Practices adopted, if any**

Note: Suppression and/or misrepresentation of information shall invite appropriate penal action.

The Website shall be dynamically updated with regard to Mandatory Disclosures.