



GOVT GIRLS POLYTECHNIC
Byron Bazar, Raipur-492 001, C.G.
शासकीय कन्या पॉलीटेक्निक
बैरन बाजार, रायपुर – 492 001, छ.ग.

Web Site:- <http://ggpraipur.ac.in> E Mail:- principal.ggpraipur@gmail.com FAX: 0771-2424778 Phone.:- 0771-2423045

NO. GGPR / ESTT./ PHARMACY / 410 / 2018, Raipur

Dated : **15.05.2018**

To,

स्पीड पोस्ट

The Registrar-cum-Secretary
Pharmacy Council of India
Combined Council's Building
Temple Lane, Kotla Road
Ajwan-e-Ghalib Marg
NEW DELHI – 110 002.

Sub.: Conduction of Inspection towards the Extension of Approval (EOA) of the course "Diploma in Pharmacy".

Ref.: Our File No. 1/17-542/2010, SIF-A submitted on 30.08.2017.

Hereby, it is to bring to your kind notice that this institute has already submitted SIF-A on 30.08.2017, for the conduction of Inspection towards the Extension of Approval (EOA) for the **Diploma in Pharmacy**. But, still, we are waiting to receive the information / communication regarding the aforesaid inspection for EOA.

Therefore, it is an humble request to you to kindly make arrangements towards the conduction of the inspection for EOA for the course of **Diploma in Pharmacy**.

Hope for your kind co-operation and thanking you,

Sincerely Yours


[S D BURMAN]

Principal
Govt. Girls Polytechnic
Byron-Bazar, Raipur, CG



ENDT.NO. GGPR / ESTT./ PHARMACY / 411 / 2018, Raipur

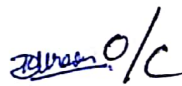
Dated : 15.05.2018

For information and necessary action copy to :-

The Director, Directorate of Technical Education, III-Block, 4th-Floor, Indravati Bhavan, Naya Raipur, CG


[S D BURMAN]

Principal
Govt. Girls Polytechnic
Byron-Bazar, Raipur, CG







GOVT GIRLS POLYTECHNIC

Byron Bazar, Raipur-492 001, C.G.

शासकीय कन्या पॉलीटेक्निक

बैरन बाजार, रायपुर - 492 001, छ.ग.

Web Site:- <http://ggpraipur.ac.in>

E Mail:- principal.ggpraipur@gmail.com

FAX: 0771-2424778

Phone:- 0771-2423045

NO. GGPR / PHARMACY / _____ / 2017,

Dated : 23.09.2017

SPED POST

To,

The Registrar cum Secretary,
Pharmacy Council Of India,
Combined Councils Building, Temple Lane,
Kotla Road ,Aiwan-E-Ghalib Marg,
Post Box No-7020,
NEW DELHI-110002

Sub : Submission SIF-A

Ref : Your latter No. 17-542 / 2010 – PCI / 77-79,

Dt.: 01, April, .2016

This is for your kind information that the this institute is already submitted Online SIF-A on 30.08.2017.

Hereby, find enclosed the hardcopy of the SIF-A with all requisite documents in triplicate for the needfulness and further action for pro-rata extension of the approval for the course of Diploma in Pharmacy for the coming years.

Hope for your kind perusals and thanking you.

Principal
Govt. Girls Polytechnic,
Byron-Bazar, Raipur.

ENDT. NO. GGPR / PHARMACY / _____ / 2017,

Dated : 23.09.2017

For Information copy to :-

The Director, Directorate of Technical Education CG, III-Block, IV-Floor, Indravati Bhavan,
Naya Raipur, CG

Principal
Govt. Girls Polytechnic,
Byron-Bazar, Raipur.

O/C

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23/09/17

Tracking Number: SIF/2017/100675

PHARMACY COUNCIL OF INDIA

Standard Inspection Format (S.I.F) for institutions conducting

D Pharm

To be filled and submitted to PCI by an organization seeking approval of the course / continuation of the approval)

(SIF-A)

To be filled up by PCI

Inspection No.:

FILE NO.:

To be filled up by inspectors

Date of Inspection:

NAME OF THE INSPECTORS: 1.
(IN BLOCK LETTERS)

2.

PART-I

A-GENERAL INFORMATION

A - I.1

Name of the institution

Complete postal address

Telephone number with STD Code

Fax No

Email

Year of establishment

Status of the course conducting body

Govt. Women's Polytechnic A, RAIPUR

Byron Bazar, RAIPUR - 192 001

0771 2423045

ggpraipur@gmail.com

1987

Government

A - I.2

Name of the Society/Trust/Management

Address

Telephone Number with STD Code

Fax No

Email
Website

A - I.3

Name of the person to be contacted by phone

Shri S D Burman

Designation

Principal

Address

Govt. Girl's Polytechnic Campus Byron Bazar, RAIPUR - 492 001

STD Code

0771

Telephone Number

0771-2423045

Office

2423045

Residence

9425501272

Mobile

Fax No

Email

ggpraipur@gmail.com

A - I.4

Name of the Head of the Institution

Shri S D Burman

Address

Govt. Girl's Polytechnic Byron Bazar, RAIPUR - 492 001

Signature of the Head of the Institution

Signature of the Inspectors

A - I.5

FOR INSTITUTION SEEKING CONTINUATION OF APPROVAL

a. DETAILS OF AFFILIATION FEE PAID

Name of the Course	Affiliation Fee Paid Upto	Receipt No.	Dated	Remarks of the Inspectors
D Pharm	2017-18	DD 730369	27/02/2017	


25/02/17

HEAD

Department of Pharmacy
Polytechnic Raipur (C. G.)

b. APPROVAL STATUS

Name of the Course	Approved Upto	Intake Approved and Admitted	PCI	State Govt	University	Remarks of the Inspectors
D Pharm	2015-2017	Approved Letter No & Date	17-542/2010-PCI/77-79 dated-01-04-2016	Central/1-71055524/2012/EOA	csvtu/affil/2013-14/2013/1430	
		Approved Intake	30	32	32	
		Actually Admitted	32	32	32	

c. STATUS OF APPLICATION

Course	Extension of Approval	Increase in Intake of Seates	Current Intake	Remarks	Proposed increase in Intake
D Pharm	Yes	Yes	32		45

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

Yes

A - I.6 a

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

[Signature]
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Department of Pharmacy
Polytechnic Raipur (C. G.)

Examining Authority: Diploma Course
 Name with Complete Postal address: The Registrar Chhattisgarh Swami Vivekanand Technical University, North Park Avenue, Sector â€” 8, Bhalai â€” 490 009.
 Telephone No. and STD Code.

Signature of the Head of the Institution _____ Signature of the Inspectors _____

B - DETAILS OF THE INSTITUTION

B - I.1 Name of the Principal S D Sarman Dr Khomendra Kumar Sarwa

Qualification/ Experience	Qualification*		Teaching Experience Required	Actual experience	Remarks of the Inspectors
	M. Pharm	PhD (Desirable)			
	No	Yes	05 Years	10	
			02 Years		

* 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*
D Pharm	12/10/2015	1 Regula - qualified Principal HOD to be appointed 2 All faculty are on contract basis and part time so regular faculties to be appointed 3 D Pharma qualified lab technician to be appointed	Yes	No

Handwritten signature and date:
 05/09/18

Department of Pharmacy
 Polytechnic Raipur (C. G.)
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as per norms 4 Equipment and instruments required regular maintenance

* Enclose Documents

B - I.3

Pay Scales

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

B - I.4

D Pharm Course: Admission statement for the past three years

ACADEMIC YEAR	2015-2016	2016-2017	2017-2018
Sanctioned	32	32	32
No. of Admissions	32	32	32
Unfilled Seats	0	0	0
No of Excess Admission	0	0	0

B - I.5

Academic information: Percentage of D Pharm results for the past three years:

ACADEMIC YEAR	2015-2016	2016-2017	2017-2018
D Pharm	65	85	

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Signature of the Head of the Institution

Signature of the Inspectors

B - II

Co-Curricular Activities / Sports Activities

Whether college has NSS Unit(Yes/No)?	Yes
If no give reasons	NA
NSS Program Officer's Name	Mrs Anjali Jain
Programme Conducted Details	1) 1 week camp by NSS Unit at Village Dhanell (Raipur) 2) Plantation in college campus 3) Other activities as per guideline
Whether students participating in University level cultural activities / Co-curricular/ Sports activities	Yes
Physical Instructor	Not Available
Sports Ground	Individual
Are you associated with other Organization/Institution/Trust/Society/Running Pharmacy Course Organization, Institution/Trust/Society Name	Yes
Complete Postal Address.	
Telephone No.	
Nature of Association	

Signature of the Head of the Institution

Signature of the Inspectors

C - FINANCIAL STATUS OF THE INSTITUTION

Audited financial Statement of Institute should be furnished

C.1 Resources and funding agencies (give complete list)

C.2 Please provide following Information


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Receipts		Expenditure		Remarks of the Inspector	
Sl. No.	Particulars	Amount	Sl. No.		Particulars
1.	Grants		CAPITAL EXPENDITURE		
2.	Government	67896000.00			
	Others	0.00			
	Union Fee	0.00			
3.	Library Fee	0.00	1.	Building	0.00
4.	Sports Fee	0.00	2.	Equipment	0.00
5.	Union Fee	0.00	3.	Others	0.00
6.	Others	0.00	REVENUE EXPENDITURE		
			1.	Salary	55026956.00
			2.	Maintenance Expenditure	
			1.	College	0.00
			ii.	Others	0.00
			3.	University Fee	0.00
			4.	Apex Bodies Fee	0.00
			5.	Government Fee	0.00
			6.	Deposit held by the College	0.00
			7.	Others	0.00
			8.	Misc. Expenditure	0.00
	Total	67896000.00		Total	62488145.00

Note: Enclose relevant documents

Signature of the Head of the Institution

Signature
of the
Inspectors

PART- II PHYSICAL INFRASTRUCTURE

- a. Building Own
- b Land: Own
- c. Building Own
- f) Leased or own Own
- Safe / Agreement deed (records to be enclosed) --
- Leased/Rented ac (Record to be enclosed) Enclosed
- If Own (Approved Building plan & sale deed to be enclosed) Enclosed
- d. Total Area of the college building in Sq.mts 5320
- Build up Area 5320
- Amenities and Circulation Area 798

2. Class Rooms

Class	Required	Available Numbers	Required Area * for each class room	Available Area in Sq. mts	Remarks of the Inspectors
D.Pharm	02	2	90 sq. mts each	91	
[* To accommodate 60 students]					

3. Laboratory requirement:

Sl.No.	Infrastructure for	Available No.	Area in Sq. mts	Remarks
1	Laboratory Area for D Pharm Course	5	361	
2	Pharmaceutics	1	72	
3	Pharmaceutical Chemistry	1	72	
4	Physiology and Pharmacology	1	72	
5	Pharmacy Practice	1	72	
6	Pharmaceutics	1	55	
7	Pharm. course	0	0	
8	Preparation Room for each lab	4	56	
9	Area of the Machine Room	1	118	
10	ASAPIC ROOM	0	0	
11	Store Room I	1	23	
12	Store Room II Inflammable chemicals	1	23	

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Signature of the Head of the Institution

Signature of the Inspectors

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-absorbent material.
4. The water taps should be non-leaking and directly installed on sinks 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	20 Sq. mts	1	38	
2	Office - I (including confidential room)	01	40 Sq. mts	1	38	
3	Staff / Faculty Rooms for D. Pharm course	01	30 Sq. mts	0	0	
4	Library with computer and reprographic facilities	01	100 Sq. mts	1	163	
5	Museum	01	30 Sq. mts (Maybe attached to the Pharmacognosy lab)	1	18	
6	Auditorium/ Multi Purpose Hall (Desirable)	01	250 - 300 seating capacity	1	546	
7	Herbal Garden (Desirable)	01	Adequate Number of Medica Plants	1	50	

[Signature]
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Department of Pharmacy
Polytechnic Raipur (C. G.)

5. Student Facilities

Sl. No.	Name of Infrastructure	Requirements (in Number)	Requirements (in Area)	Available		Remarks/Deficiency
				No.	Area in Sq.mts	
1	Girls's Common Room (Essential)	01	40 Sq. mts	1	40	
2	Boys's Common Room (Essential)	01	40 Sq. mts	0	0	
3	Toilet Blocks for Girls	01	25 Sq. mts	8	80	
4	Toilet Blocks for Boys	01	25 Sq. mts	4	40	
5	Drinking Water facility - Water cooler (Essential)	01	--	2	2	
6	Boys'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)	1	720	
8	Power Backup Provision (Desirable)	01	--	1	0	
9	Canteen	01	100 sq mts.	0	0	

5. Computer and other Facilities

Name	Required	Available		Remarks of the Inspectors
		No.	Area in Sq.mts	
Computer (Latest Configuration)	1 syste, for every 10 students (UG & PG)	20	0	
Printers	1 Printer for every 10	5	0	

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	computers			
Xerox Machine	01	--	--	
Multi Media Projector	02	2	0	

7. Amenities(Desirable)

Name	Requirement as per Norms in area	Available		Remarks/Deficiency
		No.	Area in Sq.mts	
Principal Quarters	80 Sq. Mtr.	1	191	
Staff Quarters	6 x 80 Sq. mts	47	1600	
Parking Area for staff and students		1	248	
Bank Extension Counter		0	0	
Cooperative Stores		0	0	
Guest House	80 Sq. mts	0	0	
Transport Facility for students		3	0	
Medical Facilities(First Aid)		5	0	

S.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	75	750 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	118	467	
2	Annual Addition of Books		75 books per year	22	22	
3	Periodicals Hard Copies/Online		06 National Journals	3	3	

[Signature]
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			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.		10:30am-5:00pm
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S.B. Subject wise Classification

S.No.	Subject	Available Titles	Available Numbers	Remarks of the Inspectors
1	Pharmaceutics I	10	73	
2	Pharmaceutical Chemistry I	11	77	
3	Pharmacognosy	8	65	
4	Biochemistry and Clinical Pathology	17	105	
5	Human Anatomy and Physiology	3	54	
6	Health Education and Community Pharmacy	7	58	
7	Pharmaceutics II	9	64	
8	Pharmaceutical Chemistry II	13	67	
9	Pharmacology and Toxicology	9	63	
10	Pharmaceutical Jurisprudence	9	58	
11	Drug Store and Business Management	7	67	
12	Hospital and Clinical Pharmacy	9	70	

S.C. Library Staff

Staff	Qualification	Required	Available	Remarks of the Inspectors
1 Librarian	D.Lib.	1	Not Available	


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 HEAD

Department of Pharmacy
Polytechnic Raipur (C. G.)

2	Library Attenders	10+2 / PUC	2	Available
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Note: The information provided will be assessed in giving the period of approval

Signature of the Head of the Institution

Signature of the Inspectors

PART III ACADEMIC REQUIREMENTS

Course Curriculum

1. Student Staff Ratio:

Reg. : 60:1 --- Theory -> 60:1 and Practicals -> 20:1 (If more than 20 students in a batch 2 staff members to be present and the lab is spacious.)

Class	Theory	Practicals	Remarks of the Inspectors
D. Pharm	32:1	16:1	

2. Date of Commencement of session

Commencement	Completion
01/07/2016	05/04/2017

3. Vacation

No of Days	Winter :	No of Days
50	Summer :	0

4. Total No. of working days 239

5. Time Table copy Enclosed Yes

6. Whether the prescribed numbers of classes are being conducted as per PCI norms I D.Pharm

Class/Subject	Theory		Practicals		Remark of the Inspector
	Prescribed No of Hours	No of Hours Conducted	Prescribed No of Hours	No of Hours Conducted	

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Class/Subject	Theory		Practicals				Remark of the Inspector
	Prescribed No of Hours	No of Hours Conducted	Prescribed No of Hours	No of Hours Conducted	Prescribed No of Classes	No of Classes Conducted	
Pharmaceutics -I	75	75	100	100	25	25	
Pharmaceutics Chemistry -I	75	75	75	75	25	25	
Pharmacognosy	75	61	75	75	25	25	
Biochemistry and Clinical Pathology	50	59	75	75	25	25	
Human Anatomy and Physiology	75	75	50	50	25	25	
Health Education and Community Pharmacy	50	40	--	0	--	25	

II D.Pharm

Class/Subject	Theory		Practicals				Remark of the Inspector
	Prescribed No of Hours	No of Hours Conducted	Prescribed No of Hours	No of Hours Conducted	Prescribed No of Classes	No of Classes Conducted	
Pharmaceutics -II	75	75	100	100	25	25	
Pharmaceutics Chemistry -II	100	100	75	75	25	25	
Pharmacology and Toxicology	75	75	50	50	25	25	
Pharmaceutical Jurisprudence	50	50	--	--	--	--	
Drug Store and Business Management	75	75	--	--	--	--	
Hospital and Clinical Pharmacy	75	75	50	50	25	25	

7. Whether Internal Assessments are conducted periodically as per PCI norms

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8. 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	

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Department of Pharmacy
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I	D.Pharm	0.00	29.00	17.00	1.00	6.00	0.00	0.00	7.00	0.00	
II	D.Pharm	0.00	29.00	14.00	0.00	11.00	0.00	0.00	4.00	0.00	

9. Work load of Faculty members for D. Pharm

S No	Name of Faculty	Subjects Taught:	D. Pharm			Total Work Load	Remarks of the Inspectors
			I.D. Ph	II.D. Ph	Pr		
1	DR. HOMENDRA KUMAR SARTAL	PHARMACEUTICS - PHARMACEUTICS 2	3	8	0	11	
2	Miss SWATI SINGH	PHARMACOLOGY PHARMACOLOGY AND TOXICOLOGY	3	6	0	9	
3	M. CHANESHWAR URAON	HOSPITAL AND CLINICAL PHARMACY HUMAN ANATOMY AND PHYSIOLOGY PHARMACEUTICAL JURISPRUDENCE	0	0	3	3	
4	MRS. SHALIEE KESHARWANI	biochemistry clinical part HEALTH EDUCATION AND COMMUNITY PHARMACY Pharmaceuticals	2	6	0	8	
			3	0	0	3	
			0	0	4	4	
			0	0	6	6	
						10	

Signature of the Head of the Institution

Signature of the Inspectors

**IV - PERSONNEL
TEACHING STAFF**

1. Details of Teaching Faculty for D. Pharm Course to be enclosed in the format mentioned below:

S No	Name	Designation	Qualification	Date of Joining	Teaching Experience After UG in Years	Teaching Experience After PG in Years	State Pharmacy Council Reg No	Signature of the Faculty	Remarks of the Inspectors
1	SHALIEE KESHARWANI	Lecturer	M Pharm	09/07/2017	06	90	13238		

**2. Qualification and Number of Staff Members
Number of staff members required: 07**

Qualification		
B Pharm	M Pharm	PhD
		Others

Handwritten signature and date: 09/09/17

11	0	0	0	0	Part Time
----	---	---	---	---	-----------

3. Details of Faculty Retention for:

Name of Faculty Member	Period	Percentage
	Duration of 15 year and above	
	Duration of 10 year and above	
1) Mrs. Shaili Kesharwani	Duration of 5 year and above	25
2) Dr. S. Singh 2) Mrs. Shaili Kesharwani 3) Dr. Khomendra Kumar Sarwa 4) Mr. Dhanshwer Uraon	Less than 5 years	100

4. Details of Faculty Turnover

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
1) Miss. Sush Singh 2) Mrs. Shaili Kesharwani 3) Dr. Khomendra Kumar Sarwa 4) Mr. Dhanshwer Uraon	% of faculty retained in last 3 yrs	No	No	No	Yes

5. Number of Non-teaching staff available for D. Pharm. course for intake of 60 students:

Sl No.	Designation	Required Number	Required Qualification	Available Number	Qualification	Remarks of the Inspectors
1	Laboratory technician	02	D. Pharm	2	ITI	
2	Laboratory Assistants/ Attenders	04	SSLC	2	12	
3	Office Superintendent	1	Degree	1	12	
4	Accountant cum Clark	1	Degree	1	Graduation	
5	Store keeper	1	D. Pharm	1	12	
6	Computer Data Operator	1	10 + 2 with computer training	1	PGDCA	
7	Peon	2	SSLC	1	08	
8	Cleaning personnel	04	---	3	4	
9	Gardener	01	---	1	8	

Department of Pharmacy,
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6. 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	PT	Deductions TDS	EPF	Bank A/C No	PAN No	EPF A/C No	Total	Signature
1	SHALBEESH KESHAWANI	B Pharm	Lecturer	15500	0	2555%	0	75	0	0	0	0	30904564350	4SLPK6515H	441199		
2	KHOMENDRA KUMAR SARMA	B Pharm	Lecturer	15500	0	2555%	0	75	0	4956/1000	0			BURPSS8008J	452395		
3	DEVATI SINGH CHANESHWAR URACH	B Pharm	Lecturer	15500	0	2555%	0	75	0	4956/1000	0	20179295942	FDP/PS5078R	452395			
4		B Pharm	Lecturer	15500	0	2555%	0	75	0	0	0	30276571732	ADHPU6583C		452995		

7. Whether facilities for Research / Higher studies are provided to the faculty?

(Inspectors to verify documents pertaining to the above)

Yes No

8. Whether faculty members are allowed to attend workshops and seminars?

(Inspectors to verify documents pertaining to the above)

Yes No

9. Scope for the promotion for faculty: Promotions

10. Gratuity Provided

Yes No

11. Details of Non-teaching staff members (list to be enclosed)

Name	Designation	Qualification	DOJ	Experience
S R Trikey	Laboratory Technician	ITI	09/03/1995	21
Tata Rao	Laboratory Technician	ITI	10/01/1994	22
S L Patel	Laboratory Assistant	12	26/12/1995	20
D K Sarbu	Laboratory Assistant	12	09/07/2004	12
Top Singh Jemra	Office Superintendent	12	11/01/1983	34
Narmada Varay	Store Keeper	12	18/01/1994	23
Kajjan Gadya	Computer Data Operator	PGDCA	03/04/1995	20

[Signature]
02/09/17
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Polytechnic Raipur (C. G.)

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09/09/17

[Signature]

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

T S DAU	Administrative Officer	11	18/06/1981	36
Komal Sahu	Cleaning personnel	4	13/11/1992	24
Mukesh Baghel	Cleaning personnel	10	09/11/1992	24
Shalendra Bhanu	Cleaning personnel	7	19/02/1985	32
Purusottam Vishwakarma	Gardener	8	01/07/1984	29
Namala Surendra	Lab Assistant	ITI DMC	24/04/1995	22
Pramod Pandey	Senior Lab Asst	B.Com	01/12/1997	15
Sukranu	Person	08	11/07/1983	30
M U DAS	Accountant	Graduator	01/05/1989	26

Yes No

Signature of the Head of the Institution

Signature of the Inspectors

PART V - DOCUMENTATION

Sl. No.	Records	Yes/No	Remarks of the Inspectors
1	Admission Registers	Yes	
2	Individual Service Register	Yes	
3	Staff Attendance Registers	Yes	
4	Sessional Marks Register	Yes	
5	Final Marks Register	Yes	
6	Student Attendance Registers	Yes	
7	Minutes of meetings-Teaching Staff	Yes	
8	Fee Paid Registers	Yes	
9	Acquittance Registers	Yes	

10	Accession Register for books and Journals in Library	Yes
11	Log Book for chemicals and Equipment costing more than Rupees one lakh	Yes
12	Job Cards for laboratornes	Yes
13	Standrad operating Procedures (SOP's) for Equipment	Yes
14	Laboratory Manuals	Yes
15	Stock Register for Equipment	Yes
16	Animal House Records as per CPCSEA	No

PART - VI

Financial Resource Allocation and Utilization for the past Three Years
(Audited Accounts for the previous year to be enclosed)

Expenditure in Rs. 2015-2016				Expenditure in Rs. 2016-2017				Expenditure in Rs. 2017-2018				Remarks of the Inspectors*
Total budget sanctioned	Recurring	Non Recurring	Total budget allocated	Sanctioned	Recurring	Non Recurring	Total budget sanctioned	Sanctioned	Recurring	Non Recurring		
56751530		0	0	57896000		0	0	61245000	2305000	58940000		

Total amount spent on Chemical, Glassware, Equipments, Books and Journals for the past Three Years
(Enclose purchase invoice)

Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Remarks of the Inspectors*
Chemicals	0	0	Chemicals	0	0	Chemicals	0	0	
Glassware	0	0	Glassware	0	0	Glassware	0	0	
Equipment	0	0	Equipment	0	0	Equipment	0	0	
Books	0	0	Books	0	0	Books	10000	0	
Journals	0	0	Journals	0	0	Journals	2900	0	

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

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PART VII (B) EQUIPMENT AND APPARATUS

1. Department wise List of Minimum equipments required for D Pharm

Pharmaceutics
Equipments:

Sl No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Continuous Hot Extraction Equipment	5	5	Yes	
2	Circular Percolator	5	16	Yes	
3	Tablet Press	1	1	Yes	
4	Hand Grinding Mill	1	2	Yes	
5	Disintegrator	1	1	Yes	
6	Ball mill	1	1	Yes	
7	Hand operated Tablet machine	1	1	Yes	
8	Tablet Coating Pan unit with 1000g powder laboratory size	1	1	Yes	
9	Polishing pan laboratory size	1	1	Yes	
10	Morhamdeh's hardness tester	1	1	Yes	
11	Frizer type hardness tester	1	1	Yes	
12	Tablet disintegration test apparatus IP	1	1	Yes	
13	Tablet dissolution test apparatus IP	1	1	Yes	
14	Granulating sieve set	10	20	Yes	
15	Tablet counter set, small size	5	6	Yes	
16	Tablet tester	1	1	Yes	
17	Glass die table set filling and sealing equipment	1	1	Yes	
18	Tablet filling machine set, Lab size	1	1	Yes	
19	Tablet balance	1	7	Yes	
20	Distillation unit for distilled water	2	4	Yes	
21	Distillation unit	1	1	Yes	
22	Glass distillation unit for water for injection	1	2	Yes	
23	Tablet washing machine	1	1	Yes	
24	Tablet filling and sealing machine	1	1	Yes	
25	Sterile glass filters for bacteria proof filtration (four different grades)	0	4	Yes	
26	Millipore filter (3 grades)	0	0	Yes	

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27	Autoclave	1	1	Yes	
28	Hot air sterilizer	1	1	Yes	
29	Incubator	1	1	Yes	
30	Aspic cabinet	1	1	Yes	
31	Particle clarity test equipment	1	1	Yes	
32	Blender	1	1	Yes	
33	Sieves set (Pharmacopoeial standard)	2	10	Yes	
34	Lat Centrifuge	1	1	Yes	
35	Concent slab	0	10	Yes	
36	Concent spatula	0	10	Yes	
37	Pestle and mortar porcel	0	10	Yes	
38	Pestle and mortar glass	0	10	Yes	
39	Suppository moulds of 7-44 125	0	10	Yes	
40	Refrigerator	1	1	Yes	

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

Pharmaceutical Chemistry

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Pipette	1	1	Yes	
2	Pipette	1	1	Yes	
3	Photoelectric colorimeter	1	2	Yes	
4	pH meter	1	2	Yes	
5	Atomic model set	2	10	Yes	
6	Electronic balance	1	3	Yes	
7	Periodic table chart	0	3	Yes	

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

Physiology & Pharmacology Laboratory

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Haemoglobinometer	20	20	Yes	
2	Haemocytometer	10	10	Yes	
3	Student's organ bath	1	5	Yes	

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4	Sterngongolde™ s rotating drum	1	5	Yes	
5	Frog Board	0	5	Yes	
6	Tray (dissecting)	0	2	Yes	
7	Frontal wiring level	0	0	Yes	
8	Perforation tube	0	2	Yes	
9	Thermometer	1	1	Yes	
10	Pole drinking apparatus	1	1	Yes	
11	Humidity chamber	1	1	Yes	
12	Simple level	0	0	Yes	
13	Starting heart level	0	0	Yes	
14	Aerator	0	2	Yes	
15	Historical Slides	0	10	Yes	
16	Sprygonmanometer & apparatus	5	5	Yes	
17	Stethoscope	5	5	Yes	
18	First aid equipment	0	2	Yes	
19	Contraceptive device	0	2	Yes	
20	Dissecting (surgical) instruments	0	10	Yes	
21	Balance for weighing small amounts	1	1	Yes	
22	Micrograph paper	0	10	Yes	
23	Microphotometer	1	1	Yes	
24	Analysometer	1	1	Yes	
25	Thermometer	0	10	Yes	
26	Plastic animal cage	0	5	Yes	
27	Double unit organ bath with thermostat	1	1	Yes	
28	Refrigerator	1	1	Yes	
29	Digital balance	1	2	Yes	
30	Charts	0	20	Yes	
31	Human skeleton	1	1	Yes	
32	Anatomical specimen (heart, brain, eye, ear, reproductive system etc.)	0	20	Yes	
33	Electro-conductometer	1	1	Yes	
34	Slide watch	0	5	Yes	
35	Clamp, Doss, Heads, screw, pins	0	20	Yes	
36	Conrad's Camera	0	5	Yes	

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

Pharmacoognosy Laboratory

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
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1	Projection Microscope	1	1	Yes	
2	Charts (different types)	0	5	Yes	
3	Models (different types)	0	5	Yes	
4	Permanent Slides	0	5	Yes	
5	Slides and Cover Slips	0	20	Yes	

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

Pharmacy Practice Laboratory

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
1	Calometer	2	2	Yes	
2	Microscope	0	15	Yes	
3	Permanent slides (various sizes) - JACOBI (various)	0	30	Yes	
4	Water glass	0	10	Yes	
5	Centrifuge	1	1	Yes	
6	Biochemical reagents for analysis of various and pathological constituents in urine and blood factors	0	5	Yes	
7	Filtration equipment	2	2	Yes	
8	Flame Machine	1	1	Yes	
9	Sealing Machine	1	1	Yes	
10	Autoclave sterilizer	1	1	Yes	
11	Membrane filter	0	0	Yes	
12	Standard glass funnel with complete fitting assemble	0	1	Yes	
13	Shake disposable membrane filter for lyophilization	0	0	Yes	
14	Laminar air flow bench	1	1	Yes	
15	Vacuum pump	1	2	Yes	
16	Glove	1	1	Yes	
17	Surgical dressing	0	15	Yes	
18	Incubator	1	1	Yes	
19	Refrigerator	1	2	Yes	
20	Disintegration test apparatus	1	1	Yes	
21	Hardness tester	1	2	Yes	
22	Centrifuge	1	1	Yes	
23	Magnetic stirrer	1	1	Yes	
24	Thermostatic bath	1	1	Yes	

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

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Polytechnic Raipur (C. G.)

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Signature of the Head of the Institution

Signature of the Inspectors

Observations of the Inspectors:

Compliance of the last recommendations by Inspectors

Specific observations if not complied

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.

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 09/10/17
 PEBKD

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Signature of the Head of the Institution

Signature
of the
Inspectors