

Tracking Number: SIF/2014/100851

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 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	Roland Institute of Pharm. Sciences,Â
Complete postal address:	At: Ambapua, P.O. Khodasingh, BERHAMPUR - 760 010 Â (Distt. Ganjam)
Telephone number with STD Code	0680 2404199
Fax No	2404112
Email	principal@rips.ac.in
Year of establishment	1986
Status of the course conducting body	Private

A - I.2

Name of the Society/Trust/Management	Roland Institute of Pharmaceutical Sciences
Address	Smt. J. Jayalakshmi, Chairperson, Gandhi Nagar, 2nd Lane, Berhampur, Orissa
Telephone Number with STD Code	0680 2404199
Fax No	2404112
Email	principal@rips.ac.in
Website	www.rips.ac.in

A - I.3

Name of the person to be contacted by phone	Prof M E Bhanoji Rao
Designation	Principal
Address	Plot No. 101, 5th Lane, Alakapuri Housing Complex, Back side of ITI, Berhampur, Orissa Pin-760010
STD Code	0680
Telephone Number	
Office	2404199

Residence 2403107
 Mobile 9437060799
 Fax No 2404112
 Email drmebrao@yahoo.co.in

A - I.4

Name of the Head of the Institution Prof M E Bhanoji Rao
 Address Plot No. 101, 5th Lane, Alakapuri Housing Complex,
 Berhampur, Orissa Pin-760010

Signature of the Head of the Institution

Signature of the Inspectors

A - I.5

FOR INSTITUTION SEEKING CONTINUATION OF APPROVAL

a. DETAILS OF AFFLIATION FEE PAID

Name of the Course	Affiliation Fee Paid Upto	Receipt No.	Dated	Remarks of the Inspectors
D Pharm	2014-15	24436	27/06/2014	

b. APPROVAL STATUS

Name of the Course	Approved Upto	Intake Approved and Admitted	PCI	State Govt	University	Remarks of the Inspectors
D Pharm	2010-11	Approved Letter No & Date	17-302/2006-PCI-2030-31, dt.09.05.2008	ME-II-IXM-66/96-41066, dt. 30.9.1996	ME-II-IXM-66/96-41066, dt. 30.9.1996	
		Approved Intake	60	60	60	
		Actually Admitted	60	60	60	

c. STATUS OF APPLICATION

Course	Extension of Approval	Increase in Intake of Seates	Remarks	
			Current Intake	Proposed increase in Intake
D Pharm	Yes	No	60	60

Note: Enclose relevant documents

A - I.6

Whether other educational institutions/courses are also being run by the trust/instituion in the same building/campus?

If yes, give status

No

A - I.6 a

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

Examining Authority:	Diploma Course
Name with Complete Postal address, telephone No. and STD Code.	The Member-Secretary, Orissa State Board of Pharmacy,(Directorate of Drugs Control Building), P.O. Mancheswar, Railway Colony,Bhubaneshwar â€" 751 017.

Signature of the Head of the Institution

Signature of the Inspectors

B - DETAILS OF THE INSTITUTION

B - I.1

Name of the Principal

Prof M E Bhanoji Rao

Qualification/ Experience	Qualification*		Teaching Experience Required	Actual experience	Remarks of the Inspectors
	M. Pharm	Yes	05 Years	28	
	PhD (Desirable)	Yes	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	07/06/2013	1 AICTE VI Pay not implimented 2 More space to be provided for library and reading room 3 Annual addition of library books as	Yes	No

		per norms 4 More faculty to be recruited as per norms		
--	--	---	--	--

* 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	Yes	
Non-Teaching Staff	State Government	Yes	Yes	Yes	

B - I.4

D Pharm Course: Admission statement for the past three years

ACADEMIC YEAR	2013-2014	2014-2015	2015-2016
Sanctioned	0	0	--
No. of Admissions	0	0	--
Unfilled Seats	0	0	--
No of Excess Admission	0	0	--

B - I.5

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

ACADEMIC YEAR	2013-2014	2014-2015	2015-2016
D Pharm	0	0	--

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	
NSS Program Officer's Name	Sri Chittaraanjan Panda
Programme Conducted Details	
Whether students participating in University level cultural activities/Co-curricular/Sports activities	Yes
Physical Instructor	Not Available
Sports Ground	Shared

Are you Associated with other Organization/Institution/Trust/Society Running Pharmacy Course	Yes
Organization/Institution/Trust/Society Name	
Complete Postal Address.	
Telephone No.	
Nature of Association	

Signature of the Head of the Institution

Signature of the Inspectors

C - FINANCIAL STATUS OF THE INSTITUTION

Audited financial Statement of Institute should be furnished

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

C .2 Please provide following Information

Receipts			Expenditure			Remarks of the Inspector
Sl. No.	Particulars	Amount	Sl. No.	Particulars	Amount	
1.	Grants		CAPITAL EXPENDITURE			
	a. Government	0.00				
	b. Others	0.00				
2.	Tuition Fee	29321800.00	1.	Building	6655616.00	
3.	Library Fee	0.00	2.	Equipment	677939.00	
4.	Sports Fee	0.00	3.	Others	479378.00	
5.	Union Fee	0.00	REVENUE EXPENDITURE			
6.	Others	149808.00	1.	Salary	19423262.00	
			2.	Maintenance Expenditure		
				i. College	349085.00	
				ii. Others	314152.00	
			3.	University Fee	77000.00	
			4.	Apex Bodies Fee	330000.00	
			5.	Government Fee	0.00	
			6.	Deposit held by the College	0.00	
			7.	Others	0.00	
			8.	Misc. Expenditure	18528120.00	
	Total	29471608.00		Total	39021619.00	

Note: Enclose relevant documents

Signature of the Head of the Institution

Signature of
the
Inspectors

PART- II PHYSICAL INFRASTRUCTURE

a. Building	Own
b Land:	
c. Building	Own
i) Leased or own	Own
Sale / Agreement deed (records to be enclosed)	--
i) Leased/Rented â€ (Record to be enclosed)	Enclosed
ii) If Own (Approved Building plan & sale deed to be enclosed)	Enclosed
d. Total Area of the college building in Sq.mts	Built up Area 6774
	Amenities and Circulation Area 2719

2. Class Rooms

Total Number of Class rooms provided					
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	163	

[* 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	20	1191	
2	Pharmaceutics	3	224	
3	Pharmaceutical Chemistry	2	157	
4	Physiology and Pharmacology	2	157	
5	Pharmacy Practice	1	171	
6	Pharmacognosy	1	76	
7	Animal House	2	76	
8	Preparation Room for each lab	6	56	
9	Area of the Machine Room	1	140	
10	Aseptic Room	1	67	
11	Store Room I	1	67	
12	Store Room II Inflammable chemicals	0	0	

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-absorbant material.
4. The water taps should be non-leaking and directly installed on skins Drainage should be efficient.
5. Balance room should be attached to the cocerned laboratories.

4. Administration Area

Sl. No.	Name of Infrastructure	Requirements as per Norms (in Number)	Requirements as per Norms (in Area)	Available		Remarks/Deficiency
				No.	Area in Sq.mts	
1	Principal's Chamber	01	20 Sq. mts	1	56	
2	Office - I (including confidential room)	01	40 Sq. mts	1	47	
3	Staff / Faculty Rooms for D. Pharm course	01	30 Sq. mts	8	135	
4	Library with computer and reprographic facilities	01	100 Sq. mts	1	93	
5	Museum	01	30 Sq. mts (Maybe attached to the Pharmacognosy lab)	1	50	
6	Auditorium/ Multi Purpose Hall (Desirable)	01	250 - 300 seating capacity	1	163	
7	Herbal Garden (Desirable)	01	Adequate Number of Medical Plants	1	100	

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	2	96	
2	Boy's Common Room (Essential)	01	40 Sq. mts	1	87	
3	Toilet Blocks for Girls	01	25 Sq. mts	3	45	
4	Toilet Blocks for Boys	01	25 Sq. mts	10	106	
5	Drinking Water facility - Water	01	--	4	10	

	cooler (Essential)					
6	Boy's Hostel (Desirable)	01	9 Sq. mts/Room Single occupancy	5	1134	
7	Girls's Hostel (Desirable)	01	9 Sq.mts/Room (Single occupancy) or 20 Sq.mts/Room (Triple occupancy)	8	1841	
8	Power Backup Provision (Desirable)	01	--	2	105	
9	Canteen	01	100 sq mts.	1	87	

6. 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)	45	70	
Printers	1 Printer for every 10 computers	10	10	
Xerox Machine	01	--	--	
Multi Media Projector	02	2	3	

7. Amenities(Desirable)

Name	Requirment as per Norms in area	Available		Not Availabl e	Remarks/Deficienc y
		No.	Area in Sq.mt s		
Principal Quarters	80 Sq. Mtr.	0	0	Having own house	
Staff Quarters	6 x 80 Sq. mts	2	70		
Parking Area fro staff and students		1	198		
Bank Extension Counter		0	0	Students and staff have bank account nearest to residence	

Cooperative Stores		0	0	Shopping complex available near the institution	
Guest House	80 Sq. mts	1	105		
Transport Facility for students		1	1		
Medical Facilities(First Aid)		1	15		

8.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	1792	12757	
2	Annual Addition of Books		75 books per year	17	54	
3	Periodicals Hard Copies/Online		06 National Journals 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.	23	23	
4	Library timings			10.00 AM to 7.00 PM		

8.B. Subject wise Classification

Sl. No.	Subject	Available Titles	Available Numbers	Remarks of the Inspectors
1	Pharmaceutics 1	348	2534	
2	Pharmaceutical Chemistry 1	164	873	

3	Pharmacognosy	118	702	
4	Biochemistry and Clinical Pathology	18	98	
5	Human Anatomy and Physiology	56	543	
6	Health Education and Community Pharmacy	10	69	
7	Pharmaceutics II	56	512	
8	Pharmaceutical Chemistry II	218	1395	
9	Pharmacology and Toxicology	249	1552	
10	Pharmaceutical Jurisprudence	22	345	
11	Drug Store and Business Management	12	143	
12	Hospital and Clinical Pharmacy	51	171	

8.C.Library Staff

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

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:

(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
D. Pharm	60:1	20:1	

2. Date of Commencement of session

Commencement	Completion
01/07/2010	15/05/2011

3. Vacation

	No of Days		No of Days
Summer :	47	Winter :	0

4. Total No. of working days

227

5. Time Table copy Enclosed

Yes

6. Whether the prescribed numbers of classes are being conductud as per PCI norms

I D.Pharm

Class/Subj ect	Theory		Practicals				Remark of the Inspect or
	Prescrib ed No of Hours	No of Hours Conduct ed	Prescrib ed No of Hours	No of Hours Conduct ed	Prescrib ed No of Classes	No of Classes Conduct ed	

	y	ls	y	ls	y	ls	y	ls	
I D.Pharm	--	--	--	--	--	--	--	--	
II D.Pharm	--	--	--	--	--	--	--	--	

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			
			Th	Pr	Th	Pr		
1	Dr. B V V RAVI KUMAR	Biochemistry	0	0	0	0	0	
2	Dr. Bibhu Prasad Panda							
3	Dr. CH NIRANJAN PATRA	Pharmaceutics Pharmaceutics VII	0	0	0	0	0	
4	Dr. J PADMANABHA	Pharmaceuti II Pharmachemistry II Pharmachemistry III Pharmachemistry IV	0	0	0	0	0	
5	Dr. K SRINIVASA RAO							
6	Dr. M E BHANOJI RAO							
7	Dr. M MATHRUSRI ANNAPURNA							
8	Dr. SUBRATA KUMAR BHATTAMISRA							
9	Miss. PRATIVA BISWASROY							
10	Miss. SANGEET SARITA MISHRA							
11	Miss. SASMITA KUMARI ACHARJYA							
12	Mr. ANJAN KUMAR	Pharmaceutical Chemistry V Pharmaceutical Chemistry VI	0	0	0	0	0	
13	Mr. BIMALENDU CHOWDHURY	Hospital pharmacy Pharmacology	0	0	0	0	0	
14	Mr. BISHWA MOHAN SAHOO	Pharm Analysis Phytochemistry	0	0	0	0	0	
15	Mr. JNYANA RANJAN PANDA	Elective II Pharm Chemistry Pharm Chemistry I	0	0	0	0	0	
16	Mr. KAHNU CHARAN PANIGRAHI							
17	Mr. PIUSH RANJAN MISHRA	Marketing Management Pharmacology I Pharmacology I I	0	0	0	0	0	
18	Mr. RAJENDRA KUMAR PANDA	Ph Jurisprudence and ethics Pharmacognosy II Pharmacognosy III	0	0	0	0	0	
19	Mr. SAGAR SUMAN PANDA	Adv Pharma Analysis Environmental science Pharma analysis II Pharma analysis II	0	0	0	0	0	
20	Mrs. J SRUTI	Pharmaceutics III Pharmaceutics V	0	0	0	0	0	

21	Mrs. SRADHASINI ROUT						
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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:

2. Qualification and Number of Staff Members

Number of staff members required: 07

Qualification							
B Pharm		M Pharm		PhD		Others	
31		28		15		1	Part Time

3. Details of Faculty Retention for:

Name of Faculty Member	Period	Percentage
Prof. M.E.Bhanoji Rao Dr. M.M.Annapurna Dr. J.Surya Rao	Duration of 15 year and above	13.2
Dr. Bibhu Prasad Panda Dr. B.V.V.Ravi Kumar	Duration of 10 year and above	9
Dr. K.Srinivasa Rao Sri Bimalendu Chowdhury Sri Piyush Ranjan Mishra Dr. Jyoti Prasad Pattanayak Sri Chittaranjan Panda Sri Krushna Prasad Dash Miss Sasmita Kumari Acharjya Dr. Anjan Kumar Dr. Jnyanaranjan Panda Smt. J.Sruti Sri Syrya Kant Swain Sri Biswo Mohan Sahu Sri Sagar Suman Panda Sri Rajendra Kumar Panda	Duration of 5 year and above	50
Dr. Ch. Niranjan Patro Dr. Subrat Kumar Bhattamishra Sri Kaustav Kumar Panda	Less than 5 years	26.4

4. Details of Faculty Turnover

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
Prof. M.E.Bhanoji Rao Dr. J.Surya Rao Dr. M.M.Annapurna Dr. B.V.V.Ravi Kumar Dr. Bibhu Prasad Panda Dr. K.Srinivasa Rao Dr. Subrat Kumar Bhattamishra Dr. Ch. Niranjan Patro Dr. Bimalendu Chowdhury Dr. Jyoti Prasad Pattanayak Sri Krushna Prasad Dash Dr Piyush Ranjan Mishra Miss Sasmita Kumari Acharjya Mr. Surya Kanta Swain Sri Chittaranjan Panda Dr. Biswo Mohan Sahoo Sri. Sagar Suman Panda Sri Rajendra Panda Mrs. Sradhasini Rout Miss Sangeet Sarita Mishra Mr. Kanhu Charan Pan	% 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	7 Diploma in Civil Eng	

2	Labortory Assistants/ Attenders	04	SSLC	15 7th Standard	
3	Office Superintendent	1	Degree	0	
4	Accountant cum Clark	1	Degree	2 M C A	
5	Store keeper	1	D. Pharm	1 BA	
6	Computer Data Operator	1	10+2 with computer training	0	
7	Peon	2	SSLC	7 7th Standars	
8	Cleaning personnel	04	---	5 3rd Standard	
9	Gardener	01	---	1 10th Standard	

6. Scale of pay for Teaching faculty (to be enclosed):

S. No.	Name	Qualification	Designation	Basic Pay	D.P	DA	H R A	CCA & Additional Pay	Other Allowances	Deductions			Bank A/C No	PAN No	EPF A/C No	Total	Signature
										P T	T S	E F					
1	J PADMAN ABHA	M. Sc, B Pharm,	Professor	16000	0	0	0	0	0	150	0	0	10859172593	ADXPJ5651J		16000	
2	M E BHANOJI RAO	M Pharm, Phd, B Pharm,	Principal/Director	394000	13700	31329	7965	0	0	200	10000	780	10111301736	ABXPM8826E	OR/4675/20	92394	
3	M MATHRU SRI ANNAPU RNA	B Pharm, M Pharm, Phd,	Professor	19100	820	16107	2730	0	3000	200	0	780	10443032637	AFVPMO993C	OR/4675/24	49137	
4	B V V RAVI KUMAR	B Pharm, M Pharm, PHD, PHD,	Professor	18650	820	15842	2685	0	3000	200	0	780	30206737899	AENPB1640M	OR/4675/62	48377	
5	K SRINIVASA RAO	B Pharm, M Pharm, Phd,	Professor	17750	820	15311	2595	0	0	200	0	780	30206736396	AEVPR8105P	OR/4675/88	43856	
6	SUBRATA KUMAR BHATTA MISRA	B Pharm, M Pharm, Phd,	Professor	17750	820	15311	2595	0	3000	200	0	780	10376215573	AFXBP3281Q	OR/4675/138	46856	
7	PIUSH RANJAN MISHRA	M Pharm, B Pharm, PHD,	Lecturer	9100	400	7729	1310	0	0	200	0	780	30206739068	APDPM3596F	OR/4675/108	22139	
8	BIMALENDU CHOWDHURY	B Pharm, M Pharm,	Asstt. Professor	12000	600	10620	1800	0	0	200	0	780	30206730032	AEBPC6831J	OR/4675/103	30420	
9	SASMITA KUMARI ACHARJYA	B Pharm, M Pharm, PHD,	Lecturer	9100	400	7729	1310	0	0	200	0	780	30206746258	AGJXPA5444L	OR/4675/112	22139	

10	JNYANA RANJAN PANDA	B Pharm, M Pharm, PHD,	Lecturer	882 5	400 0	756 7	12 83	0	0	2 0 0	0	78 0	3020671 9213	ATDPP8 700A	OR/467 5/116	216 75
11	SAGAR SUMAN PANDA	B Pharm, M Pharm,	Lecturer	800 0	400 0	708 0	12 00	0	0	1 5 0	0	78 0	3083752 2864		OR/467 5/137	202 80
12	ANJAN KUMAR	B Pharm, M Pharm, PHD,	Lecturer	910 0	400 0	772 9	13 10	0	0	2 0 0	0	78 0	3022501 2054	AMCPK6 527A	OR/467 5/115	221 39
13	BISHWA MOHAN SAHOO	B Pharm, M Pharm, PHD,	Lecturer	827 5	400 0	724 2	12 28	0	0	1 5 0	0	78 0	1013450 6703	CHEPS7 642M	OR/467 5/131	207 45
14	J SRUTI	M Pharm, B Pharm,	Lecturer	827 5	400 0	774 2	12 28	0	0	1 5 0	0	78 0	1040348 2153	AGEPJ0 068P	OR/467 5/21	207 45
15	CH NIRANJA N PATRA	M Pharm, Phd, B Pharm,	Professor	143 00	715 0	126 56	21 45	0	0	2 0 0	0	78 0	1040344 0666	AETPC5 129H	OR/467 5/139	362 51
16	RAJEND RA KUMAR PANDA	M Pharm, B Pharm,	Lecturer	800 0	400 0	708 0	12 00	0	0	1 5 0	0	78 0	3004216 1160	ARHPP4 721F	OR/467 5/143	202 80
17	Bibhu Prasad Panda	B Pharm, M Pharm, PHD,	Professor	177 50	820 0	153 31	25 95	0	3000	2 0 0	0	78 0	2000363 2110	AJRPP72 38F	OR/467 5/60	468 56
18	KAHNU CHARAN PANIGRA HI	B Pharm, M Pharm,	Asstt. Professor	844 0	0	0	0	0	0	0	0	15 60	3152685 4116	BBAPP0 974J	OR/467 5/161	100 00
19	SRADHA SINI ROUT	B Pharm, M Pharm,	Asstt. Professor	140 00	0	0	0	0	0	0	0	15 60	3169349 8277	BCQPR4 667D	OR/467 5/160	140 00
20	PRATIVA BISWASR OY	B Pharm, M Pharm,	Asstt. Professor	100 00	0	0	0	0	0	0	0	15 60	2001030 9278	ANAPB2 174P	OR/467 5/162	100 00
21	SANGEE T SARITA MISHRA	M Pharm, B Pharm,	Asstt. Professor	140 00	0	0	0	0	0	0	0	15 60	3080538 4625	ANAPB2 174P	OR/467 5/159	140 00

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

Yes No

(Inspectors to verify documents pertaining to the above)

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

Yes No

(Inspectors to verify documents pertaining to the above)

9. Scope for the promotion for faculty: Promotions

Yes No

10. Gratuity Provided

Yes No

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

Name	Designation	Qualification	DOJ	Experience
Miss. A. Roja	Accountant	M C A	21/07/1992	23yrs
Sri G. Venkateswar Rao	Accountant	B A	07/02/2000	15yrs
Sri M. Madhu Sudan Rao	First Division Assistant	I Com	01/01/1999	13yrs
Sri Bhabani Sankar patnaik	Steno Grapher	B Com DCA	09/01/2004	9yrs
Miss. Sunita Panigrahi	Second Division Assistant	MCA	01/07/2005	8yrs
Sri K. Mohan Rao	Second Division Assistant	BA DCA	01/02/2008	5yrs
Sri A Srinivas	Laboratory Technician	Diploma in Civil Engineering	19/12/1992	21yr
Smt. Sabita Manjari Biswal	Librarian	BSc M Lib	28/02/2002	11 yrs
Sri Pradeep Kumar Panigrahi	Laboratory Technician	M Sc	04/11/1994	19yr
Sri kedar Chandra Nahak	Laboratory Technician	M Sc Diploma in Pharmacy	19/07/1995	18yr
Smt. Namita Kumari Panda	Laboratory Technician	B Sc Diploma in Pharmacy	11/02/1995	18yr
Sri P. Nabina Kumar Patro	Laboratory Technician	Diploma in Pharmacy	01/09/2002	11 yrs
Sri Anuja Kumar panda	Laboratory Technician	Diploma in Pharmacy	05/02/2008	2yrs
Sri Ranjit Kumar Sabat	Laboratory Technician	B Sc	05/02/2010	3mon
Sri M. Durga Prasad	Laboratory Assistants	7th Standard	28/08/1986	27yr
Sri Sujana Behera	Laboratory Assistants	7th Standard	03/02/1987	26yr
Sri K. Vasanta Rao	Laboratory Assistants	7th Standard	02/02/1987	26yr
Sri M. Kali Prasad	Laboratory Assistants	7th Standard	03/08/1987	26yr
Sri A.K.Sabat	Laboratory Assistants	10th Standard	02/03/1993	20yr
Sri Hadu Bandhu Pradhan	Laboratory Assistants	10th Standard	31/05/1994	19yr
Sri Prakash Goudo	Laboratory Assistants	10th Standard	06/01/1995	18yr
Sri Santosh Kumar Pradhan	Laboratory Assistants	10th standard	01/02/1998	15yr
Sri Ramakanta Mahapatro	Laboratory Assistants	7th Standard	01/09/2002	11 yrs
Sri N.Dillip Babu	Laboratory Assistants	9th standard	06/07/2005	8yrs
Sri Manoj Kumar Panigrahi	Laboratory Assistants	10th Standard	14/09/2005	8yrs
Sri Dibakar Behera	Laboratory Assistants	10th Standard	01/02/2008	5yrs
Sri Durga Prasad Sahu	Laboratory Assistants	10th Standard	01/02/2008	5yrs
Sri G.Vijaya Babu	Peon	7th Standars	07/08/1989	24yr
Sri M.Liladri Patro	Laboratory Assistants	10th Standard	01/06/1994	19yr
Krushna Chandra Pradhan	Laboratory Assistants	8th Standard	01/08/1999	14yr
Krushna Chandra	Peon	8th Standard	07/08/2000	4yr

Mahakuda				
Sri Manoj Kumar Sethy	Peon	9th Standard	08/04/2010	3mon
Sri Andha Behera	Peon	Intermediate Arts	20/10/2008	5yrs
Sri K.Dhruba Prasad Das	Gardener	10th Standard	19/01/2009	4yr
Sri Rajendra Behera	Cleaning personnel	3rd Standard	01/07/2000	13yr
Sri Narasingha Bisoyi	Cleaning personnel	Nil	01/10/2008	5yrs
Sri Sanatana Nayak	Cleaning personnel	Nil	01/05/2010	3yr
Sri Ch. Ashok Kumar	Store keeper	BA	19/01/2012	1yr
Sri Bimal Prasad Panda	Peon	7th	17/07/1995	18
Ram Bahadur Srasht	Peon	7th	07/07/1999	14
Abhimanyu Nayak	Peon	7th standard	01/10/2007	5 yr
Surendra Hati	Cleaning personnel	10 th standard	01/05/2012	1yr
Anita Hati	Cleaning personnel	9th standard	01/05/2012	1yr
Santosh Kumar Padhy	Second Division Assistant	BA	10/07/2010	3 yr

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



Yes



No

Signature of the Head of the Institution

Signature of the Inspectors

PART V - DOCUMENTATION

Records Maintained (Essential)		
Sl. No.	Records	Yes/No Remarks of the Inspectors
1	Admission Registers	Yes
2	Individual Service Register	Yes
3	Staff Attendance Registers	Yes
4	Sessional Marks Register	Yes
5	Final Marks Register	Yes
6	Student Attendance Registers	Yes
7	Minutes of meetings-Teaching Staff	Yes
8	Fee Paid Registers	Yes
9	Acquittance Registers	Yes
10	Accession Register for books and Journals in Library	Yes
11	Log Book for chemicals and Equipment costing more than Rupees one lakh	Yes
12	Job Cards for laboratories	Yes
13	Standard operating Procedures (SOP's) for Equipment	Yes
14	Laboratory Manuals	Yes

15	Stock Register for Equipment	Yes	
16	Animal House Records as per CPCSEA	Yes	

PART - VI

**Financial Resource Allocation and Utilization for the past Three years
(Audited Accounts for the 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 sancti oned	Recur ring	Non Recur ring	Total budget sancti oned	Recur ring	Non Recur ring	Total budget sancti oned	Recur ring	Non Recur ring	
350000 00	15089 28	295000 00	250199 95	242649 95	7550 00	--	--	--	

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

Total budge t alloca ted	Sanctio ned	Incur red	Total budge t alloca ted	Sanctio ned	Incur red	Total budge t alloca ted	Sanctio ned	Incur red	Remarks of the Inspect ors*
Chemicals	20000 0	14309 8	Chemicals	3000 0	1900 0	Chemicals	--	--	
Glassware	10000 0	1703 2	Glassware	2000 0	1600 0	Glassware	--	--	
Equipment	0	500000	Equipment	7000 0	20000 0	Equipment	--	--	
Books	200000	13404	Books	50000	30000	Books	--	--	
Journals	20000 0	34440 6	Journals	25000	15000	Journals	--	--	

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

Signature of the Head of the Institution

Signature of the Inspectors

PART VII "EQUIPMENT AND APPARATUS

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

Pharmaceutics

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working	Remarks of the Inspectors
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1	Continuous Hot Extraction Equipment	5	5	Yes	
2	Conical Percolator	5	12	Yes	
3	Tincture Press	1	1	Yes	
4	Hand Grinding Mill	1	1	Yes	
5	Disintegrator	1	1	Yes	
6	Ball mill	1	1	Yes	
7	Hand operated Tablet machine	1	2	Yes	
8	Tablet Coating Pan unit with hot air blower laboratory size	1	2	Yes	
9	Polishing pan laboratory size	1	1	Yes	
10	Monsanto's hardness tester	1	2	Yes	
11	Pfizer type hardness tester	1	1	Yes	
12	Tablet disintegration test apparatus IP	1	2	Yes	
13	Tablet dissolution test apparatus IP	1	3	Yes	
14	Granulating sieve set	10	10	Yes	
15	Tablet counter "small size"	5	5	Yes	
16	Friability tester	1	3	Yes	
17	Collapsible tube "Filling and sealing equipment"	1	1	Yes	
18	Capsule filling machine "Lab size"	1	2	Yes	
19	Digital balance	1	3	Yes	
20	Distillation unit for distilled water	2	2	Yes	
21	Deionisation unit	1	1	Yes	
22	Glass distillation unit for water for injection	1	0	No	
23	Ampoule washing machine	1	1	Yes	
24	Ampoule filling and sealing machine	1	1	Yes	
25	Sintered glass filters for bacteria proof filtration (four different grades)	0	0	No	
26	Millipore filter (3 grades)	0	0	No	
27	Autoclave	1	1	Yes	
28	Hot air sterilizer	1	1	Yes	
29	Incubator	1	5	Yes	
30	Aseptic cabinet	1	1	Yes	
31	Ampoule clarity test equipment	1	1	Yes	
32	Blender	1	1	Yes	
33	Sieves set (Pharmacopoeial standard)	2	4	Yes	
34	Lab Centrifuge	1	1	Yes	
35	Ointment slab	0	0	No	
36	Ointment spatula	0	0	No	
37	Pestle and mortar porcelain	0	0	No	
38	Pestle and mortar glass	0	0	No	
39	Suppository moulds of three sizes	0	0	No	
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	Refractometer	1	1	Yes	
2	Polarimeter	1	1	Yes	
3	Photoelectric colorimeter	1	2	Yes	
4	Ph meter	1	1	Yes	
5	Atomic model set	2	0	No	
6	Electronic balance	1	1	Yes	
7	Periodic table chart	0	1	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	20	Yes	
3	Student's organ bath	1	1	Yes	
4	Sherington's rotating drum	1	41	Yes	
5	Frog board	0	15	Yes	
6	Tray (dissecting)	0	15	Yes	
7	Frontal writing lever	0	1	No	
8	Aeration tube	0	12	Yes	
9	Telethermometer	1	1	Yes	
10	Pole climbing apparatus	1	1	Yes	
11	Histamine chamber	1	1	Yes	
12	Simple lever	0	0	Yes	
13	Sterling heart lever	0	1	Yes	
14	Aerator	0	12	Yes	
15	Histological Slides	0	0	No	
16	Sphygmomanometer (B.P. apparatus)	5	12	Yes	
17	Stethoscope	5	11	Yes	
18	First aid equipment	0	1	Yes	
19	Contraceptive device	0	1	Yes	
20	Dissecting (surgical) instruments	0	1	Yes	
21	Balance for weighing small Animals	1	1	Yes	
22	Kymograph paper	0	1	Yes	
23	Actophotometer	1	1	Yes	
24	Analgesiometer	1	1	Yes	
25	Thermometer	0	1	Yes	
26	Plastic animal cage	0	1	Yes	
27	Double unit organ bath with thermostat	1	1	Yes	
28	Refrigerator	1	1	Yes	
29	Digital balance	1	1	Yes	
30	Charts	0	1	Yes	
31	Human skeleton	1	1	Yes	
32	Anatomical specimen (Heart, brain, eye, ear, reproductive system etc.,)	0	1	Yes	
33	Electro-convulsimeter	1	1	Yes	
34	Stop watch	0	1	Yes	
35	Clamp, boss heads, screw clips	0	1	Yes	
36	Syme's Cannula	0	1	Yes	

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

Pharmacognosy Laboratory

Equipments:

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

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	Colorimeter	2	3	Yes	
2	Microscope	0	5	No	
3	Permanent slides (skin, kidney, pancreas, smooth muscle, liver etc..)	0	108	Yes	
4	Watch glass	0	30	Yes	
5	Centrifuge	1	1	Yes	
6	Biochemical reagents for analysis of normal and pathological constituents in urine and blood facilities	0	1	Yes	
7	Filtration equipment	2	2	Yes	
8	Filling Machine	1	1	Yes	
9	Sealing Machine	1	1	Yes	
10	Autoclave sterilizer	1	2	Yes	
11	Membrane filter	0	0	No	
12	Sintered glass funnel with complete filtering assemble	0	6	Yes	
13	Small disposable membrane filter for IV admixture filtration	0	0	No	
14	Laminar air flow bench	1	1	Yes	
15	Vacuum pump	1	1	Yes	
16	Oven	1	1	Yes	
17	Surgical dressing	0	5	Yes	
18	Incubator	1	1	Yes	
19	PH meter	1	1	Yes	
20	Disintegration test apparatus	1	1	Yes	
21	Hardness tester	1	1	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.

Signature of the Head of the Institution

Signature of the Inspectors

Observations of the Inspectors:

Compliance of the last recommendations by Inspectors
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Specific obserations if not compiled

Signature of Inspectors:

1.

2.

Note:

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

Signature of the Head of the Institution

**Signature of
the
Inspectors**