

PHARMACY COUNCIL OF INDIA
Standard Inspection Format (S.I.F) for institutions conducting B. Pharm
(To be filled and submitted to PCI by an organization seeking approval of the
course / continuation of the approval)

(SIF-B)

To be filled up by P.C.I.

To be filled up by inspectors

Inspection No. :

Date of Inspection:

FILE No. :

NAME OF THE INSPECTORS: 1.
(BLOCK LETTERS)

2.

PART – I

A - GENERAL INFORMATION

<p>A – I .1 Name of the Institution: Complete Postal address: STD code Telephone No. Fax No. E-mail</p>	<p style="text-align: center;">B.B.S. INSTITUTE OF PHARMACEUTICAL & ALLIED SCIENCES Plot no.33, Knowledge Park-3, Greater Noida 0120, 6486552, 8800694413 Not working bbsipas2007@gmail.com</p>
<p>Year of Establishment</p>	<p>2007</p>
<p>Status of the course conducting body: Government / University / Autonomous / Aided / Private (Enclose copy of Registration documents of Society/Trust)</p>	<p>Private Society Annexure No.1</p>
<p>A – I .2 Name, address of the Society/Trust/ Management (attach documentary evidence) STD Code: Telephone No: Fax No: E-mail Web Site:</p>	<p style="text-align: center;">BENI MADHO SHIKSHA SAMITI 10 A, Ashok Marg, 1st Floor, Murali Bhawan, Lucknow 0522 0522-2286732 0522-2286731 dilipsingh293@gmail.com www.bbs.ac.in</p>
<p>A – I .3 Name, Designation and Address of person to be contacted by phone STD Code Telephone No Office Residence Mobile No. Fax No E-Mail</p>	<p style="text-align: center;">Mr. Dilip Singh Vice Chairman 0120 2323652 407, Mumfordganj, Allahabad 09415237619, 09839847619 09415237619, 09839847619 dilipsingh293@gmail.com</p>
<p>A – I .4 Name and Address of the Head of the Institution</p>	<p style="text-align: center;">Prof.(Dr.) Vijender Singh BBS Institution of Pharmaceutical & Allied Sciences Plot no.33, Knowledge Park-3, Greater Noida (Mob. No. 9810347087)</p>

A – I .5

Signature of the Head of the Institution

Signature of the Inspectors

FOR INSTITUTION SEEKING CONTINUATION OF APPROVAL

a. Details of Affiliation Fee Paid

Annexure no. 2

Name of the Course	Affiliation Fee paid up to	Receipt No	Dated	Remarks of the Inspectors
B. Pharm	2014-15	147502	22/08/2013	

b. APPROVAL STATUS:

Annexure no. 3,3a,3b&3c

Name of the Course	Approved up to	In take Approved and Admitted	PCI	STATE GOVERNMENT	UNIVERSITY	Remarks of the Inspectors
B. Pharm	2013-14	Approval Letter No and Date	17-1/2012-PCI/43064-483	1454/16-2010-112/2010	MTU/RO/Affiliation /2013/4774	
		Approved Intake	60	60	60	
		Actually Admitted	60	60	60	

c. STATUS OF APPLICATION

COURSES INSPECTED FOR

Faculty / Subject	Extension of Approval	Increase in Intake of Seats	Remarks	
			Current Intake	Proposed increase in Intake
B. Pharm	Yes	No	60	60

Note: Enclose relevant documents

A –I. 6

Whether other Educational Institutions/Courses are also being run by the Trust / Institution in the same

Building / campus? If Yes, Give Details

Yes

No

A – I. 6 a

Status of the Pharmacy Course:

Independent Building

Wing of another college

Separate Campus

Multi Institutional Campus

Examining Authority :
With complete postal
Address, Telephone No.
and STD Code.

Mahamaya Technical University
C-22, Sector-62, Noida, G.B. Nagar-201301
0120-2472704 / 708
Gautam Buddha Technical University
(Formerly UPTU)
I.E.T. Campus, Sitapur Road, Lucknow-226021
0522-2732194

Signature of the Head of the Institution

Signature of the Inspectors

B - DETAILS OF THE INSTITUTION

Annexure-4

B –I .1 Name of the Principal			Prof.(Dr.) Vijender Singh		
Qualification/ Experience	Qualification*		Teaching Experience Required	Actual experience	Remarks of the Inspectors
	M. Pharm	Yes	15 years, out of which 5 years as Prof. / HOD	29	
	PhD	Yes	10 years, out of which at least 05 years as Asst. Prof		

* Documentary evidence should be provided

B –I .2

For institution seeking continuation of affiliation

Annexure No.5

Course	Date of last Inspection	Remarks of the Previous Inspection Report	Complied / Not Complied	Intake reduced/Stopped in the last 03 years*
B. Pharm	14 & 15 Oct. 2011	Attached	Complied	Yea

* Enclose Documents

B –I .3

Status of Governing Council:	Society /	(Annexure no. 1)
Details of the Governing Body	/ Enclosed	(Annexure no. 6)
Minutes of the last Governing council Meeting	/ Enclosed	(Annexure no. 7)

B –I .4

Pay Scales:

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

B –I .5

B. Pharm Course: Admission Statement for the Past Three Years

ACADEMIC YEAR	Year 2010-11	Year 2011-12	Year 2012-13
Sanctioned	60	60	60
No. of Admissions	45	44	36
Unfilled Seats	15	16	24
No. of Excess Admissions	-	-	-

Signature of the Head of the Institution

Signature of the Inspectors

B – I.6**Academic information: Percentage of UG results for the past three years based on University Calendar**

ACADEMIC YEAR	Year 2010-11	Year 2011-12	Year 2012-13
1st year	37.5%	50%	47.8%
2nd year	10%	27.2%	75%
3rd year	75%	90%	80%
Final year	94.4%	36.11%	80%
Pass % (Final Year)	36%	36%	80%

B – II**Co – Curricular Activities / Sports Activities**

Whether college has NSS Unit (Yes/No)? If no give reasons	No Student are not interested
NSS Programme Officer's Name	-
Programme conducted (mention details)	-
Whether students participating in University level cultural activities / Co- curricular/sports activities	√Yes/No
Physical Instructor	√ Available / (Part Time)
Sports Ground	√ Individual

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)

Annexure no. 8

C .2 Please provide following Information

Receipts			Expenditure			Remarks of the Inspectors
Sl. No.	Particulars	Amount	Sl. No.	Particulars	Amount	
1.	Grants a. Government b. Others	Nil	CAPITAL EXPENDITURE			
2.	Tuition Fee	7059873	1.	Building		
3.	Library Fee	Nil	2.	Equipment		
4.	Sports Fee	Nil	3.	Others		
5.	Union Fee	Nil	REVENUE EXPENDITURE			
6.	Others	308493	1	Salary	5037700	
			2.	MAINTENANCE EXPENDITURE		
				i	College	88009
				ii	Others	800
			3.	University Fee (If any)	50000	
			4.	Apex Bodies Fee	115000	
			5.	Government Fee		
			6.	Deposit held by the College		
			7.	Others	2784536	
			8.	Misc.Expenditure		
			Total		8076045	
Total		7368366				

Note: Enclose relevant documents

Signature of the Head of the Institution

Signature of the Inspectors

PART- II PHYSICAL INFRASTRUCTURE

1. a. Availability of Land (B. Pharm courses) : **Available / Not Available**
 a) 2.5 acres District HQ/Corporation/Municipality limit 5.25 Acres
 b) 0.5 acre for City / Metros
- b. Building : **√ Own/Rented/Leased**
- c. Land Details to be in name of Trust and Society **Annexure -9**
 Records to be enclosed
 Sale deed : **√ Enclosed/Not available**
- d. Building[†]:
 i) Approved Building plan, to be Enclosed : **√ Enclosed/Not available** **Annexure -10**
- e. Total Built Area of the college building in Sq.mts : Built up Area **6605 Sq.mts**
 Amenities and Circulation Area **1730 Sq.mts**

2. Class rooms:

Total Number of Class rooms provided at the end of 4 Year Course

Class	Required Nos	Available Nos	Required Area * for each class room	Available Area in Sq.mts	Remarks of the Inspectors
B. Pharm	04	04	90 Sq. mts each (Desirable) 75 Sq. mts each (Essential)	102 X 4 (408 Sq.mts.)	

(*To accommodate 60 students).

3. Laboratory requirement at the end of 4 Years

Sl. No.	Infrastructure for	Requirement as per Norms	Available No. & Area in Sq mts	Remarks/ Deficiency
1	Laboratory Area for B.Pharm Course (12 Labs)	90 Sq .mts x n (n=10) - Including Preparation room - Desirable 75 Sq. mts – Essential	(10) 1010 Sq.mt	
2	Pharmaceutics Pharmaceutical Chemistry Pharmaceutical Analysis Pharmacology Pharmacognosy Pharmaceutical Biotechnology (Including Aseptic Room) Total no. Laboratories for B.Pharm course	03 Laboratories 02 Laboratories 01 Laboratory 02 Laboratories 01 Laboratories 01 Laboratory 10 Laboratories *	(03) 298 Sq.mt (02) 222 Sq.mt (01) 76. Sq.mt (02) 186. Sq.mt (01) 117. Sq.mt (01) 111 Sq.mt (10) 1010 Sq.mt	
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)	07 (100.Sq.mt)	
4	Area of the Machine Room	80-100 Sq.mts	117 Sq.mt	
5	Central Instrumentation Room	80 Sq.mts with A/ C	82. Sq.mt	
6	Store Room – I	1 (Area 100 Sq mts)	100 Sq.mt	
7	Store Room - II (For Inflammable chemicals)	1 (Area 20 Sq mts)	20 Sq.mt	

*Number of laboratories required for entire course of 4 years.

Signature of the Head of the Institution

Signature of the Inspectors

† **The Institutions will not be permitted to run the courses in 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 fume chamber to reduce the pollution wherever necessary.
3. The work benches 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	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	30 Sq .mts	01	30 Sq.mts	
2	Office – I - Establishment	01	60 Sq. mts	01	62 Sq.mts	
3	Office – II - Academics					
4	Confidential Room					

5. Staff Facilities:

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	HODs for B.Pharm Course	Minimum 4	20 Sq mts x 4	04	100 Sq.mts	
2	Faculty Rooms for B.Pharm course		10 Sq mts x n (n=No of teachers)	06	180 Sq.mts	

6. Museum, Library, Animal House and other Facilities

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	Animal House	01	80 Sq mts	01	115 Sq.mts	
2	Library	01	150 Sq mts	01	165 Sq.mts	
3	Museum	01	50 Sq mts (May be attached to the Pharmacognosy lab)	01	Attached with Pharmacognosy lab	
4	Auditorium / Multi Purpose Hall (Desirable)	01	250 – 300 seating capacity	-	-	
5	Seminar Hall	01		01	204 Sq.mts	
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	01	500 Sq.mts	

Signature of the Head of the Institution

Signature of the Inspectors

7. Student Facilities:

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	Girl's Common Room (Essential)	01	60 Sq.mts	01	82 Sq.mts	
2	Boy's Common Room (Essential)	01	60 Sq.mts	01	82 Sq.mts	
3	Toilet Blocks for Boys	01	24 Sq.mts	02	50 Sq.mts	
4	Toilet Blocks for Girls	01	24 Sq.mts	02	50 Sq.mts	
5	Drinking Water facility – Water Cooler (Essential).	01		01	-	
6	Boy's Hostel (Desirable)	01	9 Sq .mts / Room Single occupancy	28 (Rooms)	560 Sq.mts	
7	Girl's Hostel (Desirable)	01	9 Sq .mts / Room (single occupancy) 20 Sq mts / Room (triple occupancy)	12 (Rooms)	560 Sq.mts	
8	Power Backup Provision (Desirable)	01		01 (82.50 KVA)		

8. Computer and other Facilities:

Name	Required	Available		Remarks of the Inspectors
		No.	Area in Sq. mts	
Computer Room for B.Pharm Course	01 (Area 75 Sq mts)	01	82. Sq.mts	
Computer (Latest Configuration)	1 system for every 10 students	30	30 Sq.mts	
Printers	1 printer for every 10 computers	03	-	
Multi Media Projector	01	01		
Generator (5KVA)	01	01 (82.5 KVA)	-	

Signature of the Head of the Institution

Signature of the Inspectors

9. Amenities (Desirable)

Name	Requirement as per Norms in area	Available		Not Available	Remarks/ Deficiency
		No.	Area in Sq. mts		
Principal quarters	80 Sq. mts	-	-		
Staff quarters	16 x 80 Sq. mts	-	-		
Canteen	100 Sq. mts	01	300 Sq.mts		
Parking Area for staff and students		01	500Sq.mts		
Bank Extension Counter		-	-		
Co operative Stores		-	-		
Guest House	80 Sq. mts	0	-		
Transport Facilities for students		02	Available		
Medical Facility (First Aid)		01	30 Sq.mts.		

10. A. Library books and periodicals

The minimum norms for the initial stock of books, yearly addition of the books and the number of journals to be subscribed are as given below:

Annexure -11&11a

Sl. No.	Item	Titles (No)	Minimum Volumes (No)	Available		Remarks of the Inspectors
				Title	Numbers	
1	Number of books	150	1500 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	435	3552	
2	Annual addition of books		100 to 150 books per year	39	238	
3	Periodicals Hard copies / online		10 National 05 International periodicals	15	15	
4	CDS		Adequate Nos	-		
5	Internet Browsing Facility		Yes/No (Minimum ten computers)	Yes		
6	Reprographic Facilities: Photo Copier Fax Scanner		01 01 01	Yes Yes Yes		
7	Library Automation and Computerized System		Yes			
8	Library Timings		9:00 A.M– 6:00 P.M			

10.B. Library Staff:

	Staff	Qualification	Required	Available	Remarks of the Inspectors
1	Librarian	M. Lib	1	01	
2	Assistant Librarian	D. Lib	1	01	
3	Library Attenders	10 +2 / PUC	2	02	

Signature of the Head of the Institution

Signature of the Inspectors

PART III ACADEMIC REQUIREMENTS

Course Curriculum:

1. Student Staff Ratio: Theory Practicals Remarks of the Inspectors

(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	Practicals	Remarks of the Inspectors
B.Pharm I	21:1	21:1	
B.Pharm II	08:1	08:1	
B. Pharm III	10:1	10:1	
B.Pharm IV	10:1	10:1	

2. Scheme of B. Pharm Course: Annual Semester

Annexure - 12

3. Date of Commencement of session / sessions:	Commencement	Completion	
	Odd Semester	17/08/2012	13/01/2013
	Even Semester	28/01/2013	14/06/2013

No of Days

No of Days

4. Vacation: Regular Summer: Winter:

5. Total No. of working days:

6. Time Table: (Odd & Even Semester 2012-13) Annexure – 13 & 13a

Time Table for B. Pharm course Enclosed Yes No

7. Whether the prescribed numbers of classes are being conducted as per university norms

I B. Pharm:

Annexure – 14

Subject	No of Theory Classes		Practicals			Remarks of the Inspectors
	Prescribed No of Hrs	No of Hours Conducted	Prescribed No of Hours	No of Hours Conducted	No of Classes Conducted to fulfill Prescribed Number of Hours as in Column 5 No. of classes x hours per class	
1	2	3	4	5		
			Enclosed (Odd & Even Sem.)			

II B. Pharm:

Annexure – 14a

Subject	No of Theory Classes	Practicals	Remarks of the Inspectors

Signature of the Head of the Institution

Signature of the Inspectors

1	Prescribed No of Hrs 2	No of Hours Conducted 3	Prescribed No of Hours 4	No of Hours Conducted 5	No of Classes Conducted to fulfill Prescribed Number of Hours as in Column 5 No. of classes x hours per class	
			Enclosed (Odd & Even Sem.)			

III B. Pharm:

Annexure – 14b

Subject 1	No of Theory Classes		Practicals			Remarks of the Inspectors
	Prescribed No of Hrs 2	No of Hours Conducted 3	Prescribed No of Hours 4	No of Hours Conducted 5	No of Classes Conducted to fulfill Prescribed Number of Hours as in Column 5 No. of classes x hours per class	
			Enclosed (Odd & Even Sem.)			

IV B. Pharm:

Annexure – 14c

Subject 1	No of Theory Classes		Practicals			Remarks of the Inspectors
	Prescribed No of Hrs 2	No of Hours Conducted 3	Prescribed No of Hours 4	No of Hours Conducted 5	No of Classes Conducted to fulfill Prescribed Number of Hours as in Column 5 No. of classes x hours per class	
			Enclosed (Odd & Even Sem.)			

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

9. Number of Guest Lectures / Seminars / Work shops / Symposia / Presentations conducted during last Three years.

A.

Name of the Event	Year 2010-11	Year 2011-12	Year 2012-13
Guest Lectures	02	03	04
Seminars	Nil	Nil	Nil
Workshops	Nil	Nil	Nil
Symposia	Nil	Nil	Nil

B. Papers Presented / Published during last three years

	Year 2010-11		Year 2011-12		Year 2012-13	
	National	International	National	International	National	International
Published	01	-	02	-	06	01
Presented						

Signature of the Head of the Institution

Signature of the Inspectors

10. Whether Internal Assessments are conducted periodically as per university norms

Yes No

Class	I Sessional Dates DD/MM/YY		II Sessional Dates DD/MM/YY		III Sessional Dates DD/MM/YY		Remarks of the Inspectors
	Theory	Practicals	Theory	Practicals	Theory	Practicals	
I B. Pharm	04/03/2013	11/03/2013	08/04/2013	15/04/2013	01/05/2013	06/05/2013	
II B. Pharm	04/03/2013	11/03/2013	08/04/2013	15/04/2013	01/05/2013	06/05/2013	
III B. Pharm	04/03/2013	11/03/2013	08/04/2013	15/04/2013	01/05/2013	06/05/2013	
IV B. Pharm	04/03/2013	11/03/2013	08/04/2013	15/04/2013	01/05/2013	06/05/2013	

11. Whether Evaluation of the internal assessments is Fair Yes No

Class (2009-10)	No. of Candidates scored more than 80%		No. of Candidates scored between 60 - 80%		No. of Candidates scored between 50 - 60%		No. of Candidates Less than 50%		Remarks of the Inspectors
	Th	Pr	Th	Pr	Th	Pr	Th	Pr	
I B. Pharm	23	23	0	0	0	0	0	0	
II B. Pharm	08	08	0	0	0	0	0	0	
III B. Pharm	10	10	0	0	0	0	0	0	
IV B. Pharm	10	10	0	0	0	0	0	0	

12. Work load of Faculty members for B. Pharm

Annexure – 15 & 15a

Sl. No	Name of the Faculty	Subjects taught	B. Pharm		Total work load	Specific Remarks of the Inspector
			Th	Pr		
			Enclosed			

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

Details	Year 2010-11	Year 2011-12	Year 2012-13
No. of Students Appeared	Nil	06	03
No. of Students Qualified	Nil	01	Nil
Percentage	N/A	16.67%	00

14. Whether the Institution has an Industry – Institution Interaction cell Yes No

If applicable please give the details for the previous Year

Events	Details for the Previous Year
No. of Industrial visits	06
Industrial Tour	01
Industrial Training	08
No. of Resource Persons from the Industry for Guest Lectures	01
No. of Collaboration projects with Industry	Nil

Signature of the Head of the Institution

Signature of the Inspectors

15. Percentage of students Placed through the College Placement Cell in the Last Three Years

Year	Year 2010-11	Year 2011-12	Year 2012-13
No. of students appeared for campus interview	14/24	07/17	07/07
% Placed	60%	40%	100%

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

Yes	No /
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Signature of the Head of the Institution

Signature of the Inspectors

PART IV - PERSONNEL

TEACHING STAFF:

Annexure - 16

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

Sl No	Name	Designation	Qualification	Date of Joining	Teaching Experience	State Pharmacy Council Reg No.	Signature of the faculty	Remarks of the Inspectors
					After PG			
					Enclosed			

2. Qualification and number of Staff Members

Qualification		
M. Pharm	PhD	Others - Part Time
15	02	03

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

	No. of staff required for I *B.Pharm	Available	No. of staff required for II B.Pharm	Available	No. of staff required for III B.Pharm	Available	No. of staff required for IV B.Pharm	Available
Principal	1		1		1		1	1
Pharmaceutical Chemistry	1		2		3		4	4
Pharmaceutical Analysis	1		--		-		1	1
Pharmacology	1		2		3		4	3
Pharmacognosy	1		2		3		3	4
Pharmaceutics	1		2		3		4	4
Total	6		9		13		17	17
Part time teaching Staff	3		-		-		03	03
Remarks of the Inspection Team								

***Part time teaching staff for Mathematics, Biology and Computer Science can be appointed.**

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

Signature of the Head of the Institution

Signature of the Inspectors

Department / Division	Name of the post	For strength of 60 students	Provided by the institution	Remarks of inspection team
Department of Pharmaceutics	Professor	1		
	Asst. Professor	1		
	Lecturer	4	04	
Department of Pharmaceutical Chemistry (Including Pharmaceutical Analysis)	Professor	1		
	Asst. Professor	1		
	Lecturer	4	05	
Department of Pharmacology	Professor	1		
	Asst. Professor	1		
	Lecturer	3	03	
Department of Pharmacognosy	Professor	1	01	
	Asst. Professor	1		
	Lecturer	2	04	

5. Selection criteria and Recruitment Procedure for Faculty:

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

6. Details of Faculty Retention for:

Name of Faculty Member	Period	%
	Duration of 15 yrs. and above	Nil
	Duration of 10 yrs. and above	Nil
	Duration of 5 yrs. and above	Nil
All faculty members	Less than 5 yrs.	100%

7. Details of Faculty Turnover:

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
	% of faculty retained in last 3 yrs				√

Signature of the Head of the Institution

Signature of the Inspectors

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

Sl. No.	Designation	Required (Minimum)	Required Qualification	Available		Remarks of the Inspection team
				Number	Qualification	
1	Laboratory Technician	1 for each Dept	D. Pharm	04	D.Pharm	
2	Laboratory Assistants / Attenders	1 for each Lab (minimum)	SSLC	07	SSLC	
3	Administrative Officer	1	Degree	01	B.tech, MBA	
4	Accountant	1	Degree	01	B.Com	
5	Store keeper	1	D. Pharm/ Degree	01	D.Pharm	
6	Computer Data Operator	1	BCA / Graduate with Computer Course	01	B.C.A	
7	Office Superintendent / Office Staff I	1	Degree	01	Ph.D, MBA	
8	Office Staff II	2	Degree	02	B.A	
9	Peon	2	SSLC	02	SSLC	
10	Cleaning personnel	Adequate	---	02	N/A	
11	Gardener	Adequate	---	02	N/A	

Signature of the Head of the Institution

Signature of the Inspectors

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

Annexure - 17

Sl. No	Name	Qualification	Designation	Basic pay Rs.	DA Rs.	HRA Rs.	CCA Rs.	Other allowance Rs.	Deductions			Bank A/C No	PAN No	EPF A/c no.	Total	Signature
									P T	TDS	EPF					
Enclosed																

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

(Inspectors to verify documents pertaining to the above)s

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

(Inspectors to verify documents pertaining to the above)

12. Scope for the promotion for faculty: Promotions

Yes No

13. Gratuity Provided

Yes No

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

Annexure - 18

Sl No	Name	Designation	Qualification	Date of Joining	Experience	Signature	Remarks of the Inspectors
Enclosed							

15. Whether Supporting Staff (Technical and Administrative) are encouraged for skill up gradation programs. √ Yes/ No

Signature of the Head of the Institution

Signature of the Inspectors

PART V - DOCUMENTATION**Records Maintained: Essential**

Sl. No	Records	Yes	No	Remarks of the Inspectors
1	Admissions Registers	Yes		
2.	Individual Service Register	Yes		
3.	Staff Attendance Registers	Yes		
4.	Sessional Marks Register	Yes		
5.	Final Marks Register	Yes		
6.	Student Attendance Registers	Yes		
7.	Minutes of meetings- Teaching Staff	Yes		
8.	Fee paid Registers	Yes		
9.	Acquittance Registers	Yes		
10.	Accession Register for books and Journals in Library	Yes		
11.	Log book for chemicals and Equipment costing more than Rupees one lakh	Yes		
12.	Job Cards for laboratories	Yes		
13.	Standard Operating Procedures (SOP's) for Equipment	Yes		
14.	Laboratory Manuals	Yes		
15.	Stock Register for Equipment	Yes		
16.	Animal House Records as per CPCSEA	Yes		

Signature of the Head of the Institution

Signature of the Inspectors

PART - VI

**1. Financial Resource allocation and utilization for the past three years:
(Audited Accounts for previous year to be enclosed)**

Annexure - 8

Sl	Expenditure in Rs. 2010-11			Expenditure in Rs. 2011-12			Expenditure in Rs. 2012-13			Remarks of the Inspectors*
No.	Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Returning	Total budget sanctioned	Recurring	Non Returning	
	12500000	7823633		6500000	6037806	305268	7200000	6860925	297242	

2. Total amount spent on chemicals and glassware for the past three years:

Sl	Expenditure in Rs. 2010-11			Expenditure in Rs. 2011-12			Expenditure in Rs. 2012-13			Remarks of the Inspectors*
No.	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
	Chemicals	35000	31083	Chemicals	25200	23074	Chemicals	15000	12655	
	Glassware	110000	118462	Glassware	4500	4639	Glassware	5000	4295	

**3. Total amount spent on equipments for the past three years:
(Enclose purchase invoice)**

Sl	Expenditure in Rs. 2010-11			Expenditure in Rs. 2011-12			Expenditure in Rs. 2012-13			Remarks of the Inspectors*
No.	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
	Equipment	2000000	2029723	Equipment	35000	-	Equipment	35000	-	

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4. Total amount spent on Books and Journals for the past three years:

SI No.	Expenditure in Rs. 2010-11			Expenditure in Rs. 2011-12			Expenditure in Rs 2012-13			Remarks of the Inspectors*
	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
1	Books	670000	664235	Books	15000	12268	Books	50000	44527	
2	Journals	3550	3550	Journals	2550	2550	Journals	30000	18800	

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

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PART VII – EQUIPMENT AND APPARATUS

Department wise list of minimum equipments required for B. Pharm (for a batch of 20 students)

DEPARTMENT OF PHARMACOLOGY

Equipment:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Microscopes	15	15	Yes	
2	Haemocytometer with Micropipettes	20	20	Yes	
3	Sahli's haemocytometer	20	20	Yes	
4	Hutchinson's spirometer	01	01	Yes	
5	Spygmomanometer	05	05	Yes	
6	Stethoscope	05	05	Yes	
7	Permanent Slides for various tissues	One pair of each tissue Organs and endocrine glands One slide of each organ system	Available Available Available	Yes Yes Yes	
8	Models for various organs	One model of each organ system	10	Yes	
9	Specimen for various organs and systems	One model for each organ system	8	Yes	
10	Skeleton and bones	One set of skeleton and one spare bone	2 set	Yes	
11	Different Contraceptive Devices and Models	One set of each device	5 set	Yes	
12	Muscle electrodes	01	01	Yes	
13	Lucas moist chamber	01	01	Yes	
14	Myographic lever	01	01	Yes	
15	Stimulator	01	01	Yes	
16	Centrifuge	01	01	Yes	
17	Digital Balance	01	01	Yes	
18	Physical /Chemical Balance	01	01	Yes	
19	Sherrington's Kymograph Machine / Polyrite	10	10	Yes	

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20	Sherrington Drum	10	10	Yes	
21	Perspex bath assembly (single unit)	10	10	Yes	
22	Aerators	10	10	Yes	
23	Computer with LCD	01	01	Yes	
24	Software packages for experiment	01	01	Yes	
25	Standard graphs of various drugs	Adequate number	Available in sufficient quantity		
26	Actophotometer	01	01	Yes	
27	Rotarod	01	01	Yes	
28	Pole climbing apparatus	01	01	Yes	
29	Analgesiometer (Eddy's hot plate and radiant heat methods)	01	01	Yes	
30	Convulsiometer	01	01	Yes	
31	Plethysmograph	01	01	Yes	
32	Digital pH meter	01	01	Yes	

Apparatus:

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

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

DEPARTMENT OF PHARMACOGNOSY

Equipment:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Microscope with stage micrometer	15	15	Yes	
2	Digital Balance	02	02	Yes	
3	Autoclave	02	02	Yes	
4	Hot air oven	02	02	Yes	

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5	B.O.D.incubator	01	01	Yes	
6	Refrigerator	01	01	Yes	
7	Laminar air flow	01	01	Yes	
8	Colony counter	02	02	Yes	
9	Zone reader	01	01	Yes	
10	Digital pH meter	01	01	Yes	
11	Sterility testing unit	01	01	Yes	
12	Camera Lucida	15	15	Yes	
13	Eye piece micrometer	15	15	Yes	
14	Incinerator	01	01	Yes	
15	Moisture balance	01	01	Yes	
16	Heating mantle	15	15	Yes	
17	Flourimeter	01	01	Yes	
18	Vacuum pump	02	02	Yes	
19	Micropipettes (Single and multi channeled)	02	02	Yes	
20	Micro Centrifuge	01	01	Yes	
21	Projection Microscope	01	01	Yes	

Apparatus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Reflux flask with condenser	20	20	Yes	
2	Water bath	20	20	Yes	
3	Clavengers apparatus	10	10	Yes	
4	Soxhlet apparatus	10	10	Yes	
6	TLC chamber and sprayer	10	10	Yes	
7	Distillation unit	01	01	Yes	

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

DEPARTMENT OF PHARMACEUTICAL CHEMISTRY

Equipment:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Hot plates	05	05	Yes	
2	Oven	03	03	Yes	
3	Refrigerator	01	01	Yes	

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4	Analytical Balances for demonstration	05	05	Yes	
5	Digital balance 10mg sensitivity	10	10	Yes	
6	Digital Balance (1mg sensitivity)	01	01	Yes	
7	Suction pumps	06	06	Yes	
8	Muffle Furnace	01	01	Yes	
9	Mechanical Stirrers	10	10	Yes	
10	Magnetic Stirrers with Thermostat	10	10	Yes	
11	Vacuum Pump	01	01	Yes	
12	Digital pH meter	01	01	Yes	
13	Microwave Oven	02	02	Yes	

Apparatus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Distillation Unit	02	02	Yes	
2	Reflux flask and condenser single necked	20	20	Yes	
3	Reflux flask and condenser double / triple necked	20	20	Yes	
4	Burettes	40	40	Yes	
5	Arsenic Limit Test Apparatus	20	20	Yes	
6	Nessler's Cylinders	40	40	Yes	

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

DEPARTMENT OF PHARMACEUTICS

Equipment:

Sl. No.	Name	Minimum Required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Mechanical stirrers	10	10	Yes	
2	Homogenizer	05	05	Yes	
3	Digital balance	05	05	Yes	
4	Microscopes	05	05	Yes	
5	Stage and eye piece micrometers	05	05	Yes	
6	Brookfield's viscometer	01	01	Yes	
7	Tray dryer	01	01	Yes	
8	Ball mill	01	01	Yes	

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9	Sieve shaker with sieve set	01	01	Yes	
10	Double cone blender	01	01	Yes	
11	Propeller type mechanical agitator	05	05	Yes	
12	Autoclave	01	01	Yes	
13	Steam distillation still	01	01	Yes	
14	Vacuum Pump	01	01	Yes	
15	Standard sieves, sieve no. 8, 10, 12,22,24, 44, 66, 80	10 sets	15	Yes	
16	Tablet punching machine	01	01	Yes	
17	Capsule filling machine	01	01	Yes	
18	Ampoule washing machine	01	01	Yes	
19	Ampoule filling and sealing machine	01	01	Yes	
20	Tablet disintegration test apparatus IP	01	01	Yes	
21	Tablet dissolution test apparatus IP	01	01	Yes	
22	Monsanto's hardness tester	01	01	Yes	
23	Pfizer type hardness tester	01	01	Yes	
24	Friability test apparatus	01	01	Yes	
25	Clarity test apparatus	01	01	Yes	
26	Ointment filling machine	01	01	Yes	
27	Collapsible tube crimping machine	01	01	Yes	
28	Tablet coating pan	01	01	Yes	
29	Magnetic stirrer, 500ml and 1 liter capacity with speed control	05 EACH	10	Yes	
30	Digital pH meter	02	02	Yes	
31	All purpose equipment with all accessories	01	01	Yes	
32	Aseptic Cabinet	01	01	Yes	
33	BOD Incubator	02	02	Yes	
34	Bottle washing Machine	01	01	Yes	
35	Bottle Sealing Machine	01	01	Yes	
36	Bulk Density Apparatus	02	02	Yes	
37	Conical Percolator (glass/ copper/ stainless steel)	10	10	Yes	
38	Capsule Counter	02	02	Yes	
39	Energy meter	02	02	Yes	
40	Hot Plate	02	02	Yes	

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41	Humidity Control Oven	01	01	Yes	
42	Liquid Filling Machine	01	01	Yes	
43	Mechanical stirrer with speed regulator	02	02	Yes	
44	Precision Melting point Apparatus	01	01	Yes	
45	Distillation Unit	01	01	Yes	

Apparatus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Ostwald's viscometer	15	15	Yes	
2	Stalagmometer	15	15	Yes	
3	Desiccator*	05	05	Yes	
4	Suppository moulds	20	20	Yes	
5	Buchner Funnels (Small, medium, large)	05 each	20	Yes	
6	Filtration assembly	01	01	Yes	
7	Permeability Cups	05	05	Yes	
8	Andreason's Pipette	03	03	Yes	
9	Lipstick moulds	10	10	Yes	

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

PHARMACEUTICAL BIOTECHNOLOGY

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Orbital shaker incubator	01	01	Yes	
2	Lyophilizer (Desirable)	01	01	Yes	
3	Gel Electrophoresis (Vertical and Horizontal)	01	01	Yes	
4	Phase contrast/Trinocular Microscope	01	01	Yes	
5	Refrigerated Centrifuge	01	01	Yes	
6	Fermenters of different capacity (Desirable)	01	01	Yes	
7	Tissue culture station	01	01	Yes	
8	Laminar airflow unit	01	01	Yes	

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9	Diagnostic kits to identify infectious agents	01	01	Yes	
10	Rheometer	01	01	Yes	
11	Viscometer	01	01	Yes	
12	Micropipettes (single and multi channeled)	01 each	01	Yes	
13	Sonicator	01	01	Yes	
14	Respinometer	01	01	Yes	
15	BOD Incubator	01	01	Yes	
16	Paper Electrophoresis Unit	01	01	Yes	
17	Micro Centrifuge	01	01	Yes	
18	Incubator water bath	01	01	Yes	
19	Autoclave	01	01	Yes	
20	Refrigerator	01	01	Yes	
21	Filtration Assembly	01	01	Yes	
22	Digital pH meter	01	01	Yes	

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

CENTRAL INSTRUMENTATION ROOM:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Colorimeter	01	01	Yes	
2	Digital pH meter	01	01	Yes	
3	UV- Visible Spectrophotometer	01	01	Yes	
4	Flourimeter	01	01	Yes	
5	Digital Balance (1mg sensitivity)	01	01	Yes	
6	Nephelo Turbidity meter	01	01	Yes	
7	Flame Photometer	01	01	Yes	
8	Potentiometer	01	01	Yes	
9	Conductivity meter	01	01	Yes	
10	Fourier Transform Infra Red Spectrometer (Desirable)	01	-	-	
11	HPLC	01	01	Yes	
12	HPTLC (Desirable)	01	-	-	

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13	Atomic Absorption and Emission spectrophotometer (Desirable)	01	-	-	
14	Biochemistry Analyzer (Desirable)	01	-	-	
15	Carbon, Hydrogen, Nitrogen Analyzer (Desirable)	01	-	-	
16	Deep Freezer (Desirable)	01	01	Yes	
17	Ion- Exchanger	01	01	Yes	
18	Lyophilizer (Desirable)	01	-	-	

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Signature of the Inspectors

Observation 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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Signature of the Inspectors

BBS INSTITUTE OF PHARMACEUTICAL & ALLIED SCIENCES, GREATER NOIDA
B. PHARM (TEACHING FACULTY)

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

Sl.No.	Name	Designation	Qualification	Date of Joining	Teaching Experience	State Pharmacy Council Reg No.
					After PG	
1	Dr.Vijender Singh	M.Pharm. Ph.D	Prof. & Director	03/08/2012	T- 20 Year I-9.6 Year	3843
2	Mrs. Sarita Chaurasia	M.Pharma	Assistant Professor	04/03/2010	4 Year	25880
3	MS. Jyoti Dixit	M.Pharma	Assistant Professor	15/02/2011	3 Year	20749
4	Mrs. Yasmin Khatoon	M.Pharma	Assistant Professor	22/08/2012	1 Year	34117
5	Mrs. Rashmi Yadav	M.Pharma	Assistant Professor	27/08/2012	2.5 Year	45598
6	Mrs. Gunjan	M.Pharma	Assistant Professor	05/10/2012	T- 4 Year I-4.8 Year	12936/A1
7	Mrs. Charu Pahuja	M.Pharma	Assistant Professor	30/10/2012	3 Year	16975
8	Mr. Rahul Kaushik	M.Pharma	Assistant Professor	01/11/2012	2.5 Year	41722
9	Mrs. Vijeta Gupta	M.Pharma	Assistant Professor	01/08/2013	2 Year	51746
10	Mrs. Deepa Shukla	M.Pharma	Assistant Professor	01/08/2013	57155
11	Ms. Renu	M.Pharma	Assistant Professor	16/08/2013	43193
12	Mr. Mohd Tabish	M.Pharma	Assistant Professor	23/08/2013	47231
13	Ms. Neha Rana	M.Pharma	Assistant Professor	02/09/2013	2 Year	50609
14	Ms. Sushmita Mishra	M.Pharma	Assistant Professor	25/10/2013	3.7 Year	1920
15	Ms. Neha Tyagi	M.Pharma	Assistant Professor	16/12/2013	2.5 Year	20592
16	Mr. Md Saquib Hasnain	M.Pharma	Assistant Professor	17/12/2013	2 Year	20253
17	Ms. Neeti Chauhan	M.Pharma	Assistant Professor	23/12/2013	51316
18	Mr. Gaurav Garg	M.Sc (Math)	Part time Faculty	28/08/2012	7 Year	NA

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Signature of the Inspectors