

PHARMACY COUNCIL OF INDIA

Standard Inspection Form (SIF-BP) for obtaining prior permission of Pharmacy Council of India for conducting the Bachelor of Pharmacy (Practice) course.

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

(SIF-BP)

To be filled up by P.C.I.

Inspection No. :

FILE No. :

To be filled up by inspectors

Date of Inspection:

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

2.

1. Name of the Course Conducting Authority	DIT University -Faculty of Pharmacy
2. Complete Postal Address of the Course Conducting Authority	DIT University -Faculty of Pharmacy Mussoorie Diversion Road,Vill: Makkawala, P.O: Bhagwantpur Dehradun. (Uttarakhand)
3. Year of start of the course	2005
4. Approval status of the Institution for conducting Bachelor of Pharmacy (B.Pharm) Course: (Copy of the latest approval to be enclosed)	Enclosed (Anx.1)
5. No objection / consent of affiliation from Examining Authority (i.e, University) for starting the course: (Copy of the letter to be enclosed)	Enclosed (Anx. 2)
6. Deficiencies as pointed out in the last Inspection Report: (Use separate sheet)	NA
7. Proposed date of commencement of the course:	2018- 2019
8. Proposed intake capacity : (maximum permissible intake is 40)	40
9. Proposed Time schedule for conducting the course (To be indicated by the course conducting authority)	Saturday: 09:00am to 04:00pm Sunday : 09:00am to 04:00pm
9 a) Whether the Jan Aushadhi Medical Store has been opened by your institution	Applied <input checked="" type="checkbox"/> Yes / No (Please tick (<input type="checkbox"/>) the relevant portion)

10. Details of teaching staff in the specified subject in the following format:

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Signature of the Inspectors

Name of the Department	Sl. No.	Name of the Teachers	Working experience in the Institution	Qualification	Experience	Existing Teaching Load	Any Experience in Hospital/Community/Clinical Research/Practice	Remarks of Inspectors
1	2	3	4	5	6	7	8	
Pharmaceutics	1	Prof.(Dr.) N.V. Satheesh Madhav	25yrs.	M.Pharm Ph.D.	24yrs.	8hrs.	05yrs.	
	2	Dr.Abhijeet Ojha	10yrs. 8months	M.Pharm Ph.D.	10yrs. 8months	16hrs.	--	
Pharmacology	3	Dr. Manmohan Singhal	10yrs. 7months	M.Pharm Ph.D.	10yrs. 7months	16hrs.	--	
Pharmacy Practice	4	Dr. Anuj Nautiyal	10yrs. 7months	M.Pharm Ph.D.	10yrs. 7months	16hrs.	03yrs.	
	5	Shikha Goswami*	01yr.	M.Pharm (P'cology)				
	6	Nitin kumar*	01yr.	M.Pharm (P'cognosy)				
	7	Kiran Dobhal*	4yrs.	M.Pharm (Ph'chemistry)				

***Identified**

11. Declaration of the teachers for teaching the additional Course: (Declarations from teachers to be enclosed) : Enclosed (Anx.3)

12. Whether visiting/part-time teachers is appointed: No (If yes, furnish the details in the following proforma)

Sl.No.	Name of the Teacher	Qualification	Practice Experience	Present attachment	Remarks of Inspectors

13. Enclose the acceptance from the visiting teachers as identified: NA

14. Whether the Institution/Trust is having a Model Community Pharmacy (80 sq.m.): NO

15. If not, is there any planning to start the same in near future? Yes, from session 2017- 2018

Signature of the Head of the Institution

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**Minimum requirement for obtaining the
approval of Pharmacy Council of India for
conducting the Bachelor of Pharmacy
(Practice) Course**

PART I – PRINCIPAL

(Anx.4)

Qualification/ Experience	Qualification	Teaching Experience	Available	Remarks of Inspectors
	M. Pharm	15 years, out of which 5 years as Prof. /HOD	25 yrs.	
	Ph.D	10 years, out of which at least 05 years as Asst. Prof		

PART II PHYSICAL INFRASTRUCTURE

(Anx.5)

1. Availability of Land (details)

a. Building : $\sqrt{\text{Own/rented}}$

b. Total built up area of the college building in Sq.mts : **Built up Area** **3816 sq.mts**

c. Amenities and Circulation Area: **1370 sq.mts**

2. Class rooms:

Total number of class rooms provided for D. Pharm and B. Pharm/Bachelor of Pharmacy (Practice) course
(* To accommodate 60 students): **07 class rooms**

3. Laboratory requirement for both D. Pharm and B. Pharm and Bachelor of Pharmacy (Practice) course.

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Sl. No.	Infrastructure for	Requirement as per Norms	Available No. & Area in Sq mts	Remarks/ Deficiency
1	Laboratory Area for B. Pharm Course (10 Labs) Laboratory area for D. Pharm Course (03 Labs)	90 Sq .mts x n (n=10) - Including Preparation room - Desirable 75 Sq. mts - Essential	13labs (958sq.mts.)	
2	Pharmaceutics Pharmaceutical Chemistry Pharmaceutical Analysis Pharmacology Pharmacognosy Pharmaceutical Biotechnology (Including Aseptic Room) Total n o . Laboratories for B.Pharm and D.Pharm Course	03 Laboratories 03 Laboratories 01 Laboratory 03 Laboratories 02 Laboratories 01 Laboratory 13 Laboratories *	03 (237sq.mts.) 02 (158sq.mts.) 01(79sq.mts.) 02(158sq.mts.) 01(79sq.mts.) 01(79sq.mts.)	
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)	08 (80sq.mts.)	
4	Area of the Machine Room	80-100 Sq.mts	01 (80sq.mts.)	
5	Central Instrument Room	80 Sq.mts with A/ C	01 (81sq.mts.)	
6	Store Room – I	1 (Area 100 Sq mts)	01 (100sq.mts.)	
7	Store Room – II (For Inflammable chemicals)	1 (Area 20 Sq mts)	01 (34 sq.mts.)	

For D. Pharm and B. Pharm both.

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 wherever 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.

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4. Administration Area:

Sl. No.	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms in area	Available		Remarks of the Inspectors
				Number	Area in Sq. mts.	
1	Principal's Chamber	01	30 Sq .mts	1	30	
2	Office – I – Establishment	01	60 Sq. mts	1	60	
3	Office – II – Academics			1	60	
4	Confidential Room			1	60	

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	1	20	
2	Faculty Rooms for D.Pharm & B.Pharm course		10 Sq mts x n (n=No of teachers)	6	100	
3	Faculty Rooms for Bachelor of pharmacy (practice) course		10 Sq mts x n (n=No of teachers)	4	20	

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 of the Inspectors
				Number	Area in Sq. mts.	
1	Animal experimentation learning modules (software mode)	01		02	158sq.mts.	
2	Library	01	150 Sq. mts	01	161sq.mts.	

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3	Museum	01	50 Sq. mts (May be attached to the Pharmacognosy lab)	1	50sq.mts.	
4	Model Pharmacy <u>Essential:</u> Running Model Community Pharmacy <u>Desirable</u> Drug Model Store	01	80 Sq.mts (including 10 Sq.mt for Drug Information Centre & 10 Sq.mt. for Patient Counselling)	1	50sq.mts.	
5	Auditorium / Multi Purpose Hall (Desirable)	01	250 – 300 Seating capacity	1	1216sq.mts.	
6	Herbal Garden (Desirable)	01	Adequate number of medicinal <u>Plants</u>	1	200	

7. Student Facilities:

Sl. No.	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms in area	Available		Remarks of the Inspectors
				Number	Area in Sq. mts.	
1	Girl's Common Room (Essential)	01	60 Sqmts	1	60	
2	Boy's Common Room (Essential)	01	60 Sq.mts	1	60	
3	Toilet Blocks for Boys	01	24 Sq.mts	2	24	
4	Toilet Blocks for Girls	01	24 Sq.mts	2	25	
5	Drinking Water facility – Water cooler (Essential).	01		1	3	
6	Boy's Hostel (Desirable)	01	9 Sq mts/ Room Single occupancy	1	12	
7	Girl's Hostel (Desirable)	01	9 Sq mts / Room (single occupancy) 20 Sq mts / Room (triple occupancy)	1	12	
8	Power Backup Provision (Desirable)	01		1	50	

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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)	1	78	
Computer Room for Model Pharmacy	As required for teaching and practice purposes and for drug information service	1	158	
Computer (Latest configuration)	1 system for every 10 students (UG & PG)	42	2	
Printers	1 printer for every 10 computers	4	1	
Multi Media Projector	01	1	1	
Generator (5KVA)	01	1	50	

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9. Library books and periodicals**(Anx.6)**

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:

Item	Titles (No)	Minimum Volumes (No)	Available		Remarks of Inspectors
			Titles	No.	
Number of books	150	1500 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	820	6739 Books	
Annual addition of books		150 books per year	150 books		
Periodicals Hard copies / online		10 National 05 International periodicals	13 National 7 International		
CDS		Adequate Nos	135		
Internet Browsing Facility		Yes/No (Minimum ten Computers)	Yes, LAN based (Centralized 20 computers)		
Reprographic Facilities: Photo Copier Fax <u>Scanner</u>		01 01 <u>01</u>	Yes		

10. A. Subject wise Classification:

Sl. No	Subject			Remarks of Inspectors
		Titles	Numbers	
1	Pharmaceutics	4	125	
2	Pharmaceutical Chemistry	2	32	
3	Pharmacognosy	5	160	
4	Biochemistry and Clinical Pathology	3	22	
5	Human Anatomy and Physiology	4	170	
6	Health Education and Community Pharmacy	4	31	
7	Pharmacy Practice	1	15	
8	Pharmacology and Toxicology	2	7	
9	Pharmaceutical Jurisprudence	1	5	
10	Drug Store and Business Management	2	20	
11	Hospital and Clinical Pharmacy	5	24	
12	Social Pharmacy	1	10	

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10. B. Library Staff:**(Anx.7)**

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

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PART III ACADEMIC REQUIREMENTS

A. Faculty requirements:

1. Student Staff Ratio:

(Required ratio --- Theory \rightarrow 40:1 and Assignment \rightarrow 10:1:

Theory

40:1

Assignment 10:1

2. Minimum No. of working days for B. PHARM PRACTICE:

180

3. Staff Pattern for B. Pharm & B.Pharm (Practice) courses department

wise: Professor : Asst. Professor : Lecturer

Department / Division	Name of the post	For strength of 60 students of B.Pharm & 40 students of B.Pharm (Practice)	Available	Remarks of Inspectors
Department of Pharmaceutics	Professor	1	1	
	Asst. Professor	1	4	
	Lecturer	4	8	
Department of Pharmaceutical Chemistry (including Pharmaceutical Analysis)	Professor	1	0	
	Asst. Professor	1	3	
	Lecturer	4	1*	
Department of Pharmacology	Professor	1	0	
	Asst. Professor	1	1	
	Lecturer	5	1*	
Department of Pharmacognosy	Professor	1	0	
	Asst. Professor	1	2	
	Lecturer	2	1*	
Department of Pharmacy Practice	Professor	1	0	
	Asst. professor	2	1	
	lecturer	2	1	

***Identified**

4. Teaching Staff required year wise exclusively for B. Pharm (Practice) for intake of 40 Students.

	Staff required for I B. Pharm Practice	Staff required for II B. Pharm Practice	Available		Remarks of Inspector s
			Ist Year	IInd Year	
Principal	1	1	--	--	
Pharmacology	1	1	NA		
Pharmaceutics	1	1			

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Pharmacy Practice	2	2	NA	
Part time teaching Staff For pathophysiology and pharmacotherapeutics	As required	As required		

At least 2 teachers shall possess M.Pharm (Pharmacy Practice) or Pharm D. Qualification.

5. Number of non-teaching staff available for D. Pharm and B. Pharm course for intake of 60 students:
(Anx.6)

Sl. No.	Designation	Required Number	Required Qualification	Available		Remarks of the Inspectors
				Number	Qualification	
1	Laboratory Technician	1 for each Dept	D. Pharm	4	B.Sc. D.Pharm	
2	Labortory Assistants/ Attenders	1 for each Lab (minimum)	SSLC	9	XII	
3	Office Superintendent	1	Degree	1	MA, BA,BLIB, Diploma in computer Application	
4	Accountant	1	Degree	2	M.Com	
5	Store keeper	1	D. Pharm/ Degree	1	D.Pharm	
6	Computer Data Operator	1	BCA / Graduate with Computer Course	--	--	
7	First Division Assistant	1	Degree	--	--	
8	Second Division Assistant	2	Degree	--	--	
9	Peon	2	SSLC	--	--	
10	Cleaning personnel	Adequate	---	--	--	
11	Gardener	Adequate	---	--	--	

B. DOCUMENTATION

Records to be maintained: Essential

Sl. No	Records	Available	Remarks of 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	

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10.	Accession Register for books and Journals in Library	Yes	
11.	Log book for chemicals and Equipment costing more than Rupees one lakhs	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	
17.	Record of submission of Assignments by students	Yes	
18.	Record of Case presentation/Seminars conducted	Yes	

PART IV – EQUIPMENT AND APPARATUS

**The institution shall comply fully by having all equipments as prescribed for B.Pharm course
Provided**

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