

Tracking Number: SIF/2016/100756

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

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

Sree Dattha Institute of Pharmacy,

Complete Postal address:

Sheriguda (V), Ibrahimpatnam (M), Ranga Reddy (Distt.

Telephone Number with STD Code

08414 320919

Fax No

040-23241139

Email

principalsdip@sreedattha.ac.in

Year of Establishment

2005

Status of the course conducting body

Society

(Enclose copy of Registration documents of Society/Trust)

A - I.2

Name of the Society/Trust/Management

Vyjayanthi Educational Society

(attach documentary evidence)

Address

#101/A, MOUNT NASIR APARTMENT, BEHIND RAVINDRA
POOL, HYDERABAD-500 004

Telephone Number with STD Code

040 32403858

Fax No

040-23241139

Email

sdip@sreedattha.ac.in

Website

www.sreedattha.ac.in

A - I.3

Name of the Person to be contacted by phone

G PANDURANGA REDDY

Designation

Secretary and Corespondent

Address

#101/A, MOUNT NASIR APARTMENT, BEHIND RAVINDRA
500 004

STD Code

040

Telephone Number

Office

Residence

32403858

Mobile

9393808088

Fax No

Email

chairman@sreedattha.ac.in

A - I.4

Name of the Head of the Institution

Dr S A SREENIVAS

Address

Sree Dattha Institute of Pharmacy, Sheriguda (V), Ibrahim
(Distt.), - 501 510

Signature of the Head of the Institution

Signature of t

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
B Pharm	2016-2017	320085 320086	28/08/2014

b. APPROVAL STATUS

Name of the Course	Approved Upto	Intake Approved and Admitted	PCI	State Govt	University
B Pharm	2016-17	Approved Letter No & Date	Ref No: 32-1105/2013-PCI	G.O.MS NO.21	LR NO UAAC/AFFI/DATTHA IP-U2/2016
		Approved Intake	100	100	100
		Actually Admitted	56	56	56

c. STATUS OF APPLICATION

COURSES INSPECTED FOR				
Course	Extension of Approval	Increase in Intake of Seats	Current Intake	
B Pharm	Yes	No	100	

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	Yes
Wing of Another College	No
Separate Campus	Yes
Multi Institutional Campus	Yes

Examining Authority:

Degree Course

With complete postal Address, Telephone No. and STD Code. The Registrar, Jawaharlal Nehru, Technological University, Kukatpally

Signature of the Head of the Institution

Signature of f

B - DETAILS OF THE INSTITUTION**B - I.1**

Name of the Principal

Dr SA SREENIVAS

Qualification / Experience	Qualification		Teaching Experience Required	Actual expe
	M. Pharm	Yes	15 years, out of which 5 years as Prof. / HOD	
	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

Course	Date of last Inspection	Remarks of the Previous Inspection Report	Complie Compl
B Pharm	22/01/2014	All staff are paid V pay scale only provision of PF Gratuity Suggested Phamacopoeias and oher Latest books to be added Salary Must be by Cheque Direct Transfer to Accounts	Yes

* Enclose Documents

B - I.3

Status of Governing Council	Society
Details of the Governing Body	Enclosed
Minutes of the last Governing council Meeting	Enclosed

B - I.4

Pay Scales

Staff	Scale of pay	PF	Gratuity	Pension benefit	Rema
Teaching Staff	AICTE/UGC/State Govt.	Yes	Yes	Yes	
Non-Teaching Staff	State Government	Yes	Yes	Yes	

B - I.5

B Pharm Course: Admission statement for the past three year

ACADEMIC YEAR	2015-2016	2016-2017
Sanctioned	100	100
No. of Admissions	70	56
Unfilled Seats	30	44
No of Excess Admission	0	0

B - I.6

Academic information: Percentage of UG results for the past three years based on University Calender

ACADEMIC YEAR	2015-2016	2016-2017
1st Year	70	0
2nd Year	45	0
3rd Year	61	0
Final Year	65	0
Pass % (Final Year)	90	0

B - II

Co-Curricular Activities / Sports Activities

Whether college has NSS Unit	Yes
If no give reasons	
NSS Program Officer's Name	G SURESH KUMAR
Programme Conducted Details	Blood Donation Camp Conducted. Plantation and clean a pharmacist awareness camp in the villages
Whether students participating in University level cultural activities/Co-curricular/Sports activities	Yes
Physical Instructor	Available
Sports Ground	Individual
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

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			Rem
Sl. No.	Particulars	Amount	Sl. No.	Particulars	Amount	
1.	Grants		CAPITAL EXPENDITURE			
	a. Government	0.00				
	b. Others	0.00				
2.	Tuition Fee	6602100.00	1.	Building	1812590.00	
3.	Library Fee	0.00	2.	Equipment	512860.00	
4.	Sports Fee	0.00	3.	Others	399869.00	
5.	Union Fee	0.00	REVENUE EXPENDITURE			
6.	Others	0.00	1.	Salary	3540507.00	

	2.	Maintenance Expenditure		
		i. College	2524369.00	
		ii. Others	412800.00	
	3.	University Fee	369887.00	
	4.	Apex Bodies Fee	23574.00	
	5.	Government Fee	20000.00	
	6.	Deposit held by the College	0.00	
	7.	Others	218560.00	
	8.	Misc. Expenditure	139614.00	
	Total	6602100.00		
	Total	7249311.00		

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)

- a) 2.5 acers District HQ/Corporation/Municipality limit
- b) 0.5 acre for City/Metros

b. Building

c. Land Details to be in the name of Trust and Society

- i. Own Records to be enclosed
- ii. Sale deed

d. Building

- i) Approved Building plan, sale deed to be enclosed

e. Total Built Area of the college building in sq. mts

Built up Area

Amenities and Circulation Area

2. Class Rooms

Total Number of Class rooms provided at the end of 4 Year Course				
Class	Required	Available Numbers	Required Area * for each class room	Available Area in Sq. mts
B.Pharm	04	6	90 sq. mts each (Desirable) 75 sq. mts each (Essential)	540

[* To accomodate 60 students]

3. Laboratory requirement at the end of 4 Years

Sl.No.	Infrastructure for	Requirement As Per Norms	Available No.	A
1	Laboratory Area for B.Pharm Course	90 Sq .mts x n (n=10) - Including Preparation room - Desirable 75 Sq. mts - Essential	16	14
2	Pharmaceutics	03 Laboratories	3	27
3	Pharmaceutical Chemistry	02 Laboratories	3	18
4	Pharmaceutical Analysis	01 Laboratory	1	90
5	Pharmacology	02 Laboratories	2	18
6	Pharmacognosy	01 Laboratories	1	90
7	Pharmaceutical Biotechnology	01 Laboratory	1	90

8	Preparation Room for each lab	10 sq mts (minimum)	10	100
9	Area of the Machine Room	80-100 Sq.mts	1	120
10	Central Instrumentation Room	80 Sq.mts with A/ C	1	80
11	Store Room I	1 (Area 100 Sq mts)	1	100
12	Store Room II	1 (Area 20 Sq mts)	1	40

The Institutes will not be permitted to run the courses in the rented building on or after 31.12.2008

- All the Laboratories should be well lit & ventilated.
- All Laboratories should be provided with basic amenities and services like exhaust fans and fuming chamber whenever necessary.
- The workbenches should be smooth and easily cleanable preferably made of non-absorbant material.
- The water taps should be non-leaking and directly installed on sinks Drainage should be efficient.
- 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	
				No.	Area Sq.m
1	Principal's Chamber	01	30 Sq. mts	1	40
2	Office - I - Establishment	01	60 Sq. mts	1	100
3	Office - II - Academics			1	75
4	Confidential Room			1	30

5. Staff Facilities

Sl. No.	Name of Infrastructure	Requirements as per Norms (in Number)	Requirements as per Norms (in Area)	Available	
				No.	Area Sq.m
1	HODs for B.Pharm course	Minimum 4	20 Sq. mts x 4	4	80
2	Faculty Rooms for B.Pharm course		10 Sq. mts x n (n=No. of teachers)	46	460

6. Meuseum, Library, Aniaml house and other Facilities

Sl. No.	Name of Infrastructure	Requirements as per Norms (in Number)	Requirements as per Norms (in Area)	Available	
				No.	Area Sq.m
1	Animal House	01	80 Sq. mts	1	80
2	Library	01	150 Sq. mts	1	200
3	Museum	01	50 Sq. mts (Maybe attached to the Pharmacognosy lab)	1	50
4	Auditorium/ Multi Purpose Hall (Desirable)	01	250 - 300 seating capacity	1	500
5	Seminar Hall	01		1	150
6	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants	1	100

7. Student Facilities

Sl. No.	Name of Infrastructure	Requirements as per Norms (in Number)	Requirements as per Norms (in Area)	Available	
				No.	Area Sq.m
1	Girls's Common Room (Essential)	01	60 Sq. mts	1	75

2	Boy's Common Room (Essential)	01	60 Sq. mts	1	75
3	Toilet Blocks for Girls	01	24 Sq. mts	2	48
4	Toilet Blocks for Boys	01	24 Sq. mts	2	48
5	Drinking Water facility - Water cooler (Essential)	01	--	1	1
6	Boy's Hostel (Desirable)	01	9 Sq. mts/Room Single occupancy	1	150
7	Girls's Hostel (Desirable)	01	9 Sq.mts/Room (Single occupancy) or 20 Sq.mts/Room (Triple occupancy)	1	150
8	Power Backup Provision (Desirable)	01	--	1	12

8. Computer and other Facilities

Name	Required	Available	
		No.	Area Sq.m
Computer Room B.Pharm Course	01 (Area 75 Sq. mts)	2	16
Computer (Latest Configuration)	1 system for every 10 students (UG & PG)	76	19
Printers	1 Printer for every 10 computers	10	30
Multi Media Projector	01	2	2
Generator (5KVA)	01	1	30

9. Amenities(Desirable)

Name	Requirment as per Norms in area	Available		No Available
		No.	Area in Sq.mts	
Principal Quarters	80 Sq. Mtr.	0	0	
Staff Quarters	16 x 80 Sq. mts	0	0	
Canteen	100 Sq. mts	1	1000	AVAILA
Parking Area fro staff and students		1	2000	AVAILA
Bank Extension Counter		1	30	AVAILA
Cooperative Stores		1	100	AVAILA
Guest House	80 Sq. mts	1	350	AVAILA
Transport Facility for students		5	250	AVAILA
Medical Facilities(First Aid)		1	1	AVAILA

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 g

Sl. No.	Item	Titles(No)	Minimum Volumes(No)	Available	
				Title	No
1	Number Of Books	150	1500 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	1199	739
2	Annual Addition of Books		100 to 150 books per year	233	57
3	Periodicals Hard Copies/Online		10 National 05 International periodicals	54	54
4	CDS		Adequate Nos	19	12

5	Internet Browsing Facilities		Yes/No (Minimum ten Computers)	Available	
6	Reprographic Facilities: PhotoCopier Fax Scanner		01 01 01	Available Available Available	
7	Library Automation and Computrized System				
8	Library timings				9:00

10.C.Library Staff

Sl. No.	Staff	Qualification	Required	Available
1	Librarian	M.Lib.	1	Available
2	Assistant Librarian	D.Lib.	1	Available
3	Library Attenders	10+2 / PUC	2	Available

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 appointed. If more than 20 students in a batch 2 staff members to be appointed.

Class	Theory	Practicles	Remarks of the Institution
B. Pharm	60:1	30:2	

2. Scheme of B. Pharm Course:

Semester

3. Date of Commencement of session/ sessions for B.Pharm:

Commencement

13/06/2016

4. Vacation

	No of Days	
Summer :	28	Winter :

5. Total No. of working days

240

6. Time Table copy Enclosed:

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

B Pharm I

Subject 1	No of Theory Classes		Practical Classes		
	Prescribed No of Hours 2	No of Hours Conducted 3	Prescribed No of Hours 4	No of Hours Conducted 5	No of Classes Conducted Prescribed Number of Column 5 No. of classes class
REMEDIAL MATHS	140	120	0	0	100
DISPENING AND HOSPITAL	112	102	84	75	85

PHARMACY					
PH INORGANIC CHEMISTRY	112	100	84	78	149
PH ORGANIC CHEMISTRY	112	110	84	81	160
ANATOMY,PHYSIOLOGY AND HEALTH EDUCATION	112	110	84	81	160
ENG LANGUAGE AND COMMUNICATION SKILLS	56	55	56	52	90
REM MATHS	130	120	0	0	100
DISPENSING AND HOSPITAL PHARMACY	112	102	84	75	85
PHARMACEUTICAL INORGAMIC CHEMISTRY	112	100	84	78	149
PHARMACEUTICAL ORGANIC CHEMISTRY	112	110	84	81	160
ANATOMY, PHYSIOLOGY & HEALTH EDUCATION	112	110	84	81	160
ENGLISH LANGUAGE AND COMMUNICATION SKILLS	56	55	56	52	90

B Pharm II

Subject 1	No of Theory Classes		Practical Classes		
	Prescribed No of Hours 2	No of Hours Conducted 3	Prescribed No of Hours 4	No of Hours Conducted 5	No of Classes Conducted Prescribed Number of Hours Column 5 No. of classes x No. of hours per class
PHARMACEUTICAL UNIT OPERATIONS	64	62	0	0	52
PH ORGANIC CHEMISTRY-II	80	72	48	45	98
STATISTICS AND COMPUTER APPLICATIONS	64	58	48	42	89
PHYSICAL PHARMACY-I	80	76	48	45	101
ANATOMY PHYSIOLOGY AND PATHOLOGY	64	56	48	48	87
PHARMACEUTICAL UNIT OPERATIONS-II	64	63	48	39	82
PHARMACEUTICAL ANALYSIS-I	80	78	48	45	103
PHARMACOGNOSY-I	64	59	48	45	87
PHYSICAL PHARMACY-II	80	78	48	45	103
ENVIRONMENTAL SCIENCES	64	62	0	0	52
PHARMACEUTICAL UNIT OPERATIONS-I	64	62	0	0	52
PHARMACEUTICAL ORGANIC CHEMISTRY-II	80	72	48	45	98
STATISTICS AND COMPUTER APPLICATIONS	64	58	48	42	89
PHYSICAL PHARMACY-I	80	76	48	45	101
ANATOMY, PHYSIOLOGY AND PATHOPHYSIOLOGY	64	56	48	48	87
ANATOMY, PHYSIOLOGY AND PATHOPHYSIOLOGY	64	56	48	48	87
PHARMACEUTICAL UNIT OPERATIONS-II	64	63	48	39	82
PHARMACEUTICAL ANALYSIS-I	80	78	48	45	103
PHARMACOGNOSY-I	64	59	48	45	87
PHYSICAL PHARMACY-II	80	78	48	45	103
ENVIRONMENTAL SCIENCES	64	62	0	0	52

B Pharm III

Subject 1	No of Theory Classes		Practical Classes		
	Prescribed No of Hours 2	No of Hours Conducted 3	Prescribed No of Hours 4	No of Hours Conducted 5	No of Classes Conducted Prescribed Number of Hours Column 5 No. of classes x No. of hours per class
PHARMACEUTICAL BIOCHEMISTRY	64	60	48	48	90
PHARMACEUTICAL MICROBIOLOGY	64	64	48	48	94
PHARMACOGNOSY-II	64	64	48	48	94
PHARMACEUTICAL TECHNOLOGY-I	80	80	48	48	107
PHARMACOLOGY-I	80	76	0	0	64

MEDICINAL CHEMISTRY-I	64	63	48	42	88
PHARMACEUTICAL TECHNOLOGY-II	64	68	48	48	97
PHARMACOLOGY-II	64	57	48	39	80
CHEMISTRY OF NATURAL DRUGS	64	56	48	45	85
ADVANCED ENGLISH AND COMMUNICATION LAB	0	0	48	45	38
PHARMACEUTICAL BIOCHEMISTRY	64	60	48	48	90
PHARMACEUTICAL MICROBIOLOGY	64	64	48	48	94
PHARMACOGNOSY-II	64	64	48	48	94
PHARMACEUTICAL TECHNOLOGY-I	80	80	48	48	107
PHARMACOLOGY-I	80	76	0	0	64
MEDICINAL CHEMISTRY-I	64	63	48	42	88
PHARMACEUTICAL TECHNOLOGY-II	64	68	48	48	97
PHARMACOLOGY-II	64	57	48	39	80
CHEMISTRY OF NATURAL DRUGS	64	56	48	45	85
ADVANCED ENGLISH NAD COMMUNICATION LAB	0	0	48	45	38

B Pharm IV

Subject 1	No of Theory Classes		Practical Classes		
	Prescribed No of Hours 2	No of Hours Conducted 3	Prescribed No of Hours 4	No of Hours Conducted 5	No of Classes Conducted Prescribed Number of Column 5 No. of classes class
PHARMACEUTICAL ANALYSIS-II	64	58	48	42	84
BIOPHARMACEUTICS AND PHARMACO KINETICS	64	68	48	45	95
PHARMACOLOGY-III	80	76	48	39	88
MEDICINAL CHEMISTRY-II	64	59	48	45	86
PHARMACY ADMINISTRATION	64	60	0	0	50
NDDS AND REGULATORY AFFAIRS	64	68	48	42	92
PHARMACEUTICAL BIOTECHNOLOGY	64	59	48	45	87
MEDICINAL CHEMISTRY-III	64	58	48	45	86
CLINICAL PHARMACY AND THERAPEUTICS	80	76	0	0	64
PHARMACOGNOSY-III	64	58	48	42	84
PHARMACEUTICAL ANALYSIS-II	64	58	48	42	84
BIOPHARMACEUTICS AND PHARMACOKINETICS	64	68	48	45	95
PHARMACOLOGY-III	80	76	48	39	88
MEDICINAL CHEMISTRY-II	64	59	48	45	86
PHARMACY ADMINISTRATION	64	60	0	0	50
NOVEL DRUG DELIVERY SYSTEMS AND REGULATORY AFFAIRS	64	68	48	42	92
PHARMACEUTICAL BIOTECHNOLOGY	64	59	48	45	87
MEDICINAL CHEMISTRY-III	64	58	48	45	86
CLINICAL PHARMACY NAD THERAPEUTICS	80	76	0	0	64

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

9. Number of Guests Lecturers/Seminars/Work Shops/Symposia/Presentations conducted during last year

Name of the Event	2015-2016	2016-2017
Guest Lectures	2	2
Seminars	3	1
Workshops	0	0
Symposia	0	0

Signature of the Head of the Institution

Signature of the Ins

PART IV - PERSONNEL**1. Details of Teaching Faculty for B. Pharm Course to be enclosed in the format mentioned below:**

S.No.	Name	Designation	Qualification	Date of Joining	Teaching Experience After PG	State Pharmacy Coun. Reg No.	S
1	PRATAP KUMAR PATRA	Associate Professor	B Pharm, M Pharm, M Pharm,	03/12/2012	4.5 + 0.0	21499	
2	MANCHI REDDY VISHNU VARDHAN	Asstt. Professor	B Pharm, M Pharm, M Pharm,	04/12/2012	4.5 + 0.0	A179891	
3	MARY RATHNA ANITHA G	Associate Professor	B Pharm, M Pharm, PHD,	01/07/2014	2.9 + 0.0	041560	
4	KARING KIRAN	Asstt. Professor	B Pharm, M Pharm,	09/05/2015	2.1 + 0.0	A177329	
5	M ALEKHYA	Asstt. Professor	B Pharm, M Pharm,	01/01/2015	2.4 + 0.0	A1-78050	
6	LINGESWARA RAO PUNATI	Associate Professor	B Pharm, M Pharm,	03/11/2015	1.6 + 6.9	042442A1	
7	SHITAL DANGE	Asstt. Professor	M Pharm, B Pharm,	11/09/2015	1.7 + 0.0	130502	
8	G SURESH KUMAR	Asstt. Professor	B Pharm, M Pharm,	03/11/2015	1.6 + 0.0	89747A1	
9	KUNTLA JANAKI	Asstt. Professor	B Pharm, M Pharm,	16/09/2015	1.7 + 0.0		
10	BANGARU MAMATHA	Asstt. Professor	B Pharm, M Pharm,	01/12/2015	1.5 + 0.0		
11	ESLVATH SUNESH	Asstt. Professor	B Pharm, M Pharm,	02/12/2015	1.5 + 0.0	A199886	
12	MADISETTI GOWTHAMI	Asstt. Professor	B Pharm, M Pharm,	02/12/2015	1.5 + 0.0	99371A1	
13	VANGOORI PRADEEP KUMAR	Asstt. Professor	B Pharm, M Pharm,	02/12/2015	1.5 + 0.0	A1101130	
14	AVULA SRIVANI	Asstt. Professor	B Pharm, M Pharm,	16/11/2015	1.6 + 0.0	A119289	
15	K MANGA	Asstt. Professor	B Pharm, M Pharm,	17/08/2016	0.8 + 0.0	A166425	
16	K MOHAN NAIK	Asstt. Professor	B Pharm, M Pharm,	22/08/2016	0.8 + 0.0		

2. Qualification and Number of Staff Members

Qualification			
B Pharm	M Pharm	PhD	
207	102	11	

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
Principal	1		1		1	
Pharmaceutical Chemistry	1	10	2	1	3	0
Pharmaceutical Analysis	1	8	--	6	--	3
Pharmacology	1	9	2	0	3	3
Pharmacognosy	1		2		3	
Pharmaceutics	1	4	2	0	3	0
Total	6		9		13	
Part Time teaching staff	3		--		--	

Remarks of the Inspection Team

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

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

Department / Division	Name of the post	For strength of 60 students	Provided by the institution	Remain
Department of Pharmaceutics	Professor	1	4	
	Asst. Professor	1	64	
	Lecturer	4	0	
Department of Pharmaceutical Chemistry (including Pharmaceutical Analysis)	Professor	1	5	
	Asst. Professor	1	11	
	Lecturer	4	2	
Department of Pharmacology	Professor	1	1	
	Asst. Professor	1	21	
	Lecturer	3	1	
Department of Pharmacognosy	Professor	1	0	
	Asst. Professor	1	5	
	Lecturer	2	0	

5. Selection criteria and Recruitment Procedure for Faculty

a. Whether Recruitment Committee has been formed

b. Whether Advertisement for vacancy is notified in the Newspapers

c. Whether Demonstration Lecture has been conducted

d. Whether opinion of Recruitment Committee Recorded

6. Details of Faculty Retention for:

Name of Faculty Member

DR .M.VENKAT REDDY DR.S.A SREENIVAS DR.M.N RAO DR.MT.SREENIVAS

DR.PRATAP KUMAR PATRA Mr.JONA METHUSALA Mr.LINGESHWAR RAO

MARY RATHNA ANITHA B NARESH Y CHINNAPA REDDY LINGESHWARA RAO ALEKHYA GRK.MOHAN LAXMI DURGA Y.CHINNAPA REDDY NIHARIKA VISHNU VARDHAN REDDY N.SRILATHA S. ASHWIN REDDY SRINIVAS REDDY SRIVASTAV BIJAPURI SHIV KUMAR P.PRAVEEN KUMAR

SAI SUDHA R SUJAN K.KIRAN K JANAKI K SWATHI P SATHAYANARAYANA M GOWTHAM B MAMATHA A.THIRUPATHAIAH B.SHIREES ARSHIYA BEGUM REKHA PALLE K RAMUDU ATIYA BEGUM K.MOHAN NAIK A SRIVANI E SUNEESH V.PRADEEPKUMAR A SAROJA K PRUTHIVI RAJ B.MAMATHA K.MANGA P.SNEHA SHEETAL DANGE L.BHANU CHANDER P.SHEKAR B.ANIL CHOWDARY

7. Details of Faculty Turnover

Name of Faculty Member	Period	More than 50%
DR .M.VENKAT REDDY M.ALEKHYA MARY RATHANA ANITHA VISHNU VARDHAN REDDY G SURESH KUMARGRK.MOHAN LAXMI DURGA Y.CHINNAPA REDDY NIHARIKA SRIVASTAV BIJAPURI	% of faculty retained in last 3 yrs	No

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

Sl No.	Designation	Required Number	Required Qualification	Available Number	Qualification
1	Laboratory technician	1 for each Dept	D. Pharm	6	BSc
2	Labortory Assistants/	1 for each Lab	SSLC	2	B SC

	Attendees	(minimum)		
3	Office Superintendent	1	Degree	1 BSC
4	Accountant	1	Degree	2 BCom
5	Store keeper	1	D. Pharm/ Degree	1 BSC
6	Computer Data Operator	1	BCA / Graduate with Computer Course	1 M TECH
7	First Division Assistant	1	Degree	1 B COM
8	Second Division Assistant	2	Degree	1 BSC
9	Peon	2	SSLC	1 SSC
10	Cleaning personnel	Adequate	---	3 5 CLASS
11	Gardener	Adequate	---	2 5 CLASS

9. 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	Deductions			Bank A/C No
										PT	TDS	EPF	
1	MARY RATHNA ANITHA G	B Pharm, M Pharm, PHD,	Associate Professor	46400	0	4640	2320	0	0	200	200	0	6236317062
2	PRATAP KUMAR PATRA	B Pharm, M Pharm, M Pharm,	Associate Professor	19800	0	11326	8514	0	0	200	200	0	6217480655
3	MANCHI REDDY VISHNU VARDHAN	B Pharm, M Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6226639264
4	KARING KIRAN	B Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6231272584
5	M ALEKHYA	B Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6234895692
6	SHETE SHIVA KUMAR	B Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6203079710
7	SHITAL DANGE	M Pharm, B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6243676716
8	LINGESWARA RAO PUNATI	B Pharm, M Pharm,	Associate Professor	46400	0	4640	2320	0	0	200	200	0	6235035244
9	G SURESH KUMAR	B Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6209164453
10	KUNTALA JANAKI	B Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6211120873
11	SAI SUDHA	B Pharm, Pharm D,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6225861830
12	BANGARU MAMATHA	B Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6244914450
13	MADISETTI GOWTHAMI	B Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6210477337
14	VANGOORI PRADEEP KUMAR	B Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6254210635
15	ESLVATH SUNESH	B Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6240165873
16	AVULA SRIVANI	B Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6243618443
17	P SNEHA	Pharm D, B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6210024582
18	K MOHAN NAIK	B Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6221628891
19	K MANGA	B Pharm, M Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6218732495
20	ALIVELU	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6226635421
21	M KAVITHA	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6115542856
22	S RAJSHEKER	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	3225564215
23	T SHIVA KUMAR	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	3225564125
24	SHUSHMA HANUMANTH	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6224458652
25	G ABHILASH	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6552248652
26	FIRASATH FATHIMA	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	3224456895
27	G GANGAMANI	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6771152462
28	DHARAVATH BALAJI	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6552243156
29	R RENUKA	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6250385614
30	DABBETI RAJESH	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6225895457
31	KOMMU MANASA	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6233661135
32	SIDDEGOWDA NAGESH	B Pharm,	Professor	19800	0	11326	8514	0	0	200	200	0	31751010012
33	VAIYAPURI SIVAJOTHI	B Pharm,	Professor	19800	0	11326	8514	0	0	200	200	0	840610310001
34	BADAVATH RAVI	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6226021698
35	GAWANDE RUPALI	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6250447424
36	PARAG KALE	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6250447424
37	BANDRA RAMAIAH	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	085010100020
38	B GNANESHWAR	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6226100286
39	GOKALA HARIPRIYA	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6217698781

40	AITHAGONI KALPANA	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6221299534
41	KALADINDI KRISHNAMACHARY	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	62254896523
42	M PRAVEEN KUMAR	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	62266354235
43	KEERTHI VENNELA	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	3998854215
44	RAPOLU RAJU	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	62295552623
45	RAMAVATH SHARADHA	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	6250368797
46	SRIRAMOJI JYOTHI	B Pharm,	Asstt. Professor	15600	0	5400	1080	0	0	200	200	0	62058403523

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

(Inspectors to verify documents pertaining to the above)

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

(Inspectors to verify documents pertaining to the above)

12. Scope for the promotion for faculty: Promotions

13. Gratuity Provided

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

Name	Designation	Qualification	Date of Joining	Experience	Signature
GT JALANDER	Accountant	BCom	01/07/2007	10yr	
Pv Srinivasa Rao	Laboratory Technician	BSc	01/07/2008	8yrs	
M.ANAND KUMAR	Store keeper	BSC	01/07/2014	12	
VANAJA REDDY	Accountant	B COM	01/08/2012	10	
LAZARUS	First Division Assistant	B COM	01/07/2012	3	
SRAVAN KUMAR	Librarian	M LISC	01/08/2015	5	
RAJU	Office Superintendent	BSC	01/07/2012	4	
SAI KUMAR	Second Division Assistant	BSC	01/07/2012	2	
CHITTI BABU	Computer Data Operator	M TECH	01/12/2011	10	
VENKATESWARLU	Laboratory Assistants	B SC	01/07/2012	1	
R SUKESH	Laboratory Technician	BSC	23/11/2015	2	
A SRIDHAR	Laboratory Technician	BSC	29/09/2015	1	
MAHESH	Laboratory Technician	B SC	01/05/2010	2	
NAGARAJU	Laboratory Technician	B SC	01/01/2012	1	
HARI KRISHNA	Laboratory Technician	BSC	13/08/2016	3	
GOVINDA REDDY	Peon	SSC	01/08/2015	1	
NAGALAXMI	Laboratory Assistants	INTER	01/07/2014	1	
POCHAMMA	Gardener	5 CLASS	05/08/2006	6	
SUARNAMMA	Gardener	5 CLASS	08/07/2011	1	
BHRATAMMA	Cleaning personnel	5 CLASS	08/07/2011	2	
KAMALAMMA	Cleaning personnel	5 CLASS	08/07/2011	2	
RAMULU	Cleaning personnel	3 CLASS	10/12/2009	4	

15. Whether Supporting Staff (Technical and Administrative) are encouraged for skill up gradation pro

Signature of the Head of the Institution

Signature of the Ins

Records Maintained (Essential)

Sl. No.	Records	Yes/No	Remarks
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	

Signature of the Head of the Institution

Signature of the Inspectors

PART - VI**Financial Resource Allocation and Utilization for the past Three years
(Audited Accounts for previous year to be enclosed)**

Expenditure in Rs. 2015-2016			Expenditure in Rs. 2016-2017			Expenditure in Rs. 2017-2018	
Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring
66685000	56127259	4848939	0	0	0	--	--

**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
Chemicals	650000	520000	Chemicals	0	0	Chemicals	--
Glassware	440000	300000	Glassware	0	0	Glassware	--
Equipment	980000	800000	Equipment	0	0	Equipment	--
Books	370000	258000	Books	0	0	Books	--
Journals	120000	89000	Journals	0	0	Journals	--

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

Signature of the Head of the Institution

Signature of

PART VII " EQUIPMENT AND APPARATUS

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

Department of Pharmacology

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working
1	Microscopes	15	15	Yes
2	Haemocytometer with Micropipettes	20	20	Yes
3	Sahli's haemocytometer	20	30	Yes
4	Hutchinson's spirometer	1	2	Yes
5	Spygmomanometer	5	10	Yes
6	Stethoscope	5	5	Yes
7	Permanent Slides for various tissues	0	20	Yes
8	Models for various organs	0	10	Yes
9	Specimen for various organs and systems	0	10	Yes
10	Skeleton and bones	0	2	Yes
11	Different Contraceptive Devices and Models	0	2	Yes
12	Muscle electrodes	1	1	Yes
13	Lucas moist chamber	1	1	Yes
14	Myographic lever	1	1	Yes
15	Stimulator	1	1	Yes
16	Centrifuge	1	1	Yes
17	Electronic Balance	1	1	Yes
18	Physical /Chemical Balance	1	1	Yes
19	Sherrington's Kymograph Machine / Polyrite	10	30	Yes
20	Sherrington Drum	10	30	Yes
21	Perspex bath assembly (single unit)	10	10	Yes
22	Aerators	10	30	Yes
23	Computer with LCD	1	1	Yes
24	Software packages for experiment	1	1	Yes
25	Standard graphs of various drugs	0	4	Yes
26	Actophotometer	1	1	Yes
27	Rotarod	1	1	Yes
28	Pole climbing apparatus	1	1	Yes
29	Analgesimeter (Eddy's hot plate and radiant heat methods)	1	1	Yes
30	Convulsimeter	1	1	Yes
31	Plethysmograph	1	1	Yes
32	Digital pH meter	1	1	Yes

Apparatus:

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

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working
1	Microscope with stage micrometer	15	15	Yes
2	Digital Balance	2	2	Yes
3	Autoclave	2	2	Yes
4	Hot air oven	2	2	Yes
5	B.O.D. incubator	1	1	Yes
6	Refrigerator	1	1	Yes

7	Laminar air flow	1	1	Yes
8	Colony counter	2	2	Yes
9	Zone reader	1	1	Yes
10	Digital pH meter	1	1	Yes
11	Microscope with stage and oil immersion objective	20	20	Yes
12	Sterility testing unit	1	1	Yes
13	Camera Lucida	15	15	Yes
14	Eye piece micrometer	15	15	Yes
15	Stage micrometer	20	20	Yes
16	Incinerator	1	1	Yes
17	Moisture balance	1	1	Yes
18	Heating mantle	15	15	Yes
19	Flourimeter	1	1	Yes
20	Vacuum pump	2	2	Yes
21	Micropipettes (Single and multi channeled)	2	2	Yes
22	Micro Centrifuge	1	1	Yes
23	Projection Microscope	1	1	Yes

Appratus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working
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
5	TLC chamber and sprayer	10	10	Yes
6	Distillation unit	1	1	Yes

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

Department of Pharmaceutical Chemistry

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working
1	Hot plates	5	5	Yes
2	Oven	3	3	Yes
3	Refrigerator	1	1	Yes
4	Analytical Balances for demonstration	5	5	Yes
5	Digital balance 10mg sensitivity	10	10	Yes
6	Suction pumps	6	6	Yes
7	Muffle Furnace	1	1	Yes
8	Mechanical Stirrers	10	10	Yes
9	Magnetic Stirrers with Thermostat	10	10	Yes
10	Vacuum Pump	1	1	Yes
11	Digital pH meter	1	1	Yes
12	Microwave Oven	1	1	Yes

Appratus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working
1	Distillation Unit	2	2	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

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working
1	Homogenizer	5	5	Yes
2	Digital balance (10 mg sensitivity)	5	5	Yes
3	Microscopes	5	5	Yes
4	Stage and eye piece micrometers	5	5	Yes
5	Brookfield's viscometer	1	1	Yes
6	Ball mill	1	1	Yes
7	Sieve shaker with sieve set	1	1	Yes
8	Double cone blender	1	1	Yes

9	Propeller type mechanical agitator	5	5	Yes
10	Autoclave	1	1	Yes
11	Steam distillation still	1	1	Yes
12	Vacuum Pump	1	1	Yes
13	Standard sieves, sieve no. 8, 10, 12,22,24, 44, 66, 80	0	2	Yes
14	Tablet punching machine	1	1	Yes
15	Capsule filling machine	1	1	Yes
16	Ampoule washing machine	1	1	Yes
17	Ampoule filling and sealing machine	1	1	Yes
18	Tablet disintegration test apparatus IP	1	1	Yes
19	Tablet dissolution test apparatus IP	1	1	Yes
20	Monsanto's hardness tester	1	1	Yes
21	Pfizer type hardness tester	1	1	Yes
22	Friability test apparatus	1	1	Yes
23	Clarity test apparatus	1	1	Yes
24	Ointment filling machine	1	1	Yes
25	Collapsible Tube Crimping Machine	1	1	Yes
26	Tablet coating pan	1	1	Yes
27	Magnetic stirrer, 500ml and 1 liter capacity, with variable speed control.	10	10	Yes
28	Digital pH meter	2	2	Yes
29	All purpose equipment with all accessories	1	1	Yes
30	Aseptic Cabinet	1	1	Yes
31	BOD Incubator	2	2	Yes
32	Bottle washing Machine	1	1	Yes
33	Bottle Sealing Machine	1	1	Yes
34	Bulk Density Apparatus	2	2	Yes
35	Conical Percolator (glass/ copper/ stainless steel)	10	10	Yes
36	Capsule Counter	2	2	Yes
37	Energy meter	2	2	Yes
38	Hot Plate	2	2	Yes
39	Humidity Control Oven	1	1	Yes
40	Liquid Filling Machine	1	1	Yes
41	Mechanical stirrer with speed regulator	2	2	Yes
42	Precision Melting point Apparatus	1	1	Yes
43	Tray Drier	1	1	Yes
44	Distillation Unit	1	1	Yes

Appratus:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working
1	Ostwald's viscometer	15	15	Yes
2	Stalagmometer	15	15	Yes
3	Desiccator	5	5	Yes
4	Suppository moulds	20	20	Yes
5	Buchner Funnels Small, medium, large	0	3	Yes
6	Filtration assembly	1	1	Yes
7	Permeability Cups	5	5	Yes
8	Andreason's Pipette	3	3	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

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working
1	Orbital shaker incubator	1	1	Yes
2	Lyophilizer (Desirable)	1	1	Yes
3	Gel Electrophoresis (Vertical and Horizontal)	1	1	Yes
4	Phase contrast/Trinocular Microscope	1	1	Yes
5	Refrigerated Centrifuge	1	1	Yes
6	Fermenters of different capacity (Desirable)	1	1	Yes
7	Tissue culture station	1	1	Yes
8	Laminar airflow unit	1	1	Yes
9	Diagnostic kits to identify infectious agents	1	1	Yes
10	Rheometer	1	1	Yes
11	Viscometer	1	1	Yes
12	Micropipettes (single and multi channeled)	0	2	Yes
13	Sonicator	1	1	Yes

14	Respinometer	1	1	Yes
15	BOD Incubator	1	1	Yes
16	Paper Electrophoresis Unit	1	1	Yes
17	Micro Centrifuge	1	1	Yes
18	Incubator water bath	1	1	Yes
19	Autoclave	1	1	Yes
20	Refrigerator	1	1	Yes
21	Filtration Assembly	1	1	Yes
22	Digital pH meter	1	1	Yes

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

Central Instrumentation Room

Equipments:

Sl. No.	Name	Minimum required Nos.	Available Nos.	Working
1	Colorimeter	1	1	Yes
2	Digital pH meter	1	1	Yes
3	UV- Visible Spectrophotometer	1	2	Yes
4	Flourimeter	1	1	Yes
5	Digital Balance (1mg sensitivity)	1	1	Yes
6	Nephelo Turbidity meter	1	1	Yes
7	Flame Photometer	1	1	Yes
8	Potentiometer	1	1	Yes
9	Conductivity meter	1	1	Yes
10	Fourier Transform Infra Red Spectrometer (Desirable)	1	1	Yes
11	HPLC	1	2	Yes
12	HPTLC (Desirable)	1	1	Yes
13	Atomic Absorption and Emission spectrophotometer (Desirable)	1	1	Yes
14	Biochemistry Analyzer (Desirable)	1	1	Yes
15	Carbon, Hydrogen, Nitrogen Analyzer (Desirable)	1	1	Yes
16	Deep Freezer (Desirable)	1	1	Yes
17	Ion- Exchanger	1	1	Yes
18	Lyophilizer (Desirable)	1	1	Yes

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

Observations of the Inspectors:

Compliance of the last recommendations by Inspectors

Specific observations if not compiled

Signature of Inspectors:

1.

2.

Note:

- 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.
- 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 Ins
