

Proforma for Affiliation to Haryana State Board of Technical Education
Bays 7-12, Sector-4, Panchkula-134112

1. To be filled by Existing Polytechnic Institutions offering diploma pharmacy course seeking extension of affiliation for 2018-19.
2. Please provide the actual information, if any information found false/incorrect may lead to disaffiliation of the Institute from HSBTE

INSTITUTE CODE: 035

PART A - GENERAL INFORMATION

Society / Trust / Company (U/S 25)	
Name & Address of the Society / Trust / Company (U/S 25 of Companies Act, 1956):	Bhawani Shanker Anangpuria Charitable Trust (Regd.), Village-Alampur, Ballabgarh-Sohna road, Faridabad (Haryana) -121004
Complete Postal address:	Bhawani Shanker Anangpuria Charitable Trust Village-Alampur, Ballabgarh-Sohna road, Faridabad (Haryana) - 121004
Society / Trust / Company Registration Number	Original : 3630 Supplementary : 4932 Revised : 25308
Date of Registration	Original : 24-07-1992 Supplementary : 28-07-2004 Revised : 04-03-2013
Place of Registration	Faridabad
Name of the Chairman / President of the Society / Trust / Company	Sh. Deviya Gupta alias Divya Gupta
STD code & Telephone No. (LL)	0129 - 2206750 - 51
Mobile No.	9810508898

Signature of the Principal/ Head of the Institution

Fax No.	0129 - 2206753
E-mail	bsaei@anangpuria.com
Institution	
Name of the Institution run by the Trust / Society / Company:	B. S. Anangpuria Institute of Pharmacy
Complete Postal address:	B. S. Anangpuria Institute of Pharmacy, Village - Alampur, Ballabgarh-Sohna Road, Faridabad (Haryana) - 121004
STD code & Telephone No. (LL)	0129 - 2206750 - 51
Mobile No.	9810508898
Fax No.	0129 - 2206753
E-mail	bsaei@anangpuria.com
Type of the Institute (Write the appropriate one)	Private (Copy of Trust Deed annexed as Annexure-1)
Year of starting of the Institute	2004
Name of the Principal of the Institute	Dr. Roop Krishen Khar
Qualifications	B. Pharm., M. Pharm., DBM, Ph.D.
Date of Joining of the Institute	31/03/2012
Contact Nos. (LL alongwith STD Code / Mobile No.)	0129 - 2206750 - 51 9810508898
E-mail	roopkhar@anangpuria.com

Signature of the Principal/ Head of the Institution

PART B - DETAILS OF THE LAND
(Attach copy of all the land documents / NOC's)

Classification of the Permanent Site (Please tick the applicable one & attach documents issued by the competent authority)	Mega / Metro	Urban	Non-Urban
	Town and Country Planning Dept.		
	Development Authority		
	State Revenue Authority		
Land (Area in acres)	5 acres 7 Kanal 19 Marla		
Ownership of Land (Please tick the applicable one)	Government	Trust	Society
	Govt. Leased	Owned	Company (U/S 25)
Resolution of Society for use of ear marked Land for establishment of Polytechnic	Copy of resolution annexed as Annexure-2		
No encumbrances certificate (contiguous-in single patch)	(Copy of certificate annexed as Annexure-3)		
Change of Land Use Certificate (CLU) (Please tick the competent issuing authority & attach documents)	Town and Country Planning Dept. Development Authority Municipal Authority Revenue Authority (Copy of certificate annexed as Annexure-4)		
Khasra Plan / Master Plan (Please tick the competent issuing authority & attach documents)	Town and Country Planning Dept. Development Authority Revenue Authority (Copy of certificate annexed as Annexure-5)		
Site Plan (Please tick the competent issuing authority & attach documents)	Town and Country Planning Dept. Development Authority Revenue Authority Municipal Authority (Copy of relevant document annexed as Annexure-6)		
Building Plan (Please tick the competent issuing authority & attach documents)	Total built-up area: 6151.304 Development Authority Revenue Authority Municipal Authority (Copy of building plan annexed as Annexure-7)		
Occupancy certificate (Please tick the competent issuing authority & attach documents)	Rural area: Tehsildar Urban area: Municipal Corporation /		

Signature of the Principal/ Head of the Institution

	Municipal Committee / HUDA (Copy of occupancy certificate annexed as Annexure-8)
Structural stability certificate issued by Registered Structural Engineer (applicable in case where occupancy certificate is more than 30 years old)	Not applicable
Access to the site (National Highway/ State Highway/ Village Road/ Kacha Road and Permission from competent authority to use	Yes
NOC from Local Fire Service Authorities (to ensure fire and life safety measures)	Yes (Copy of Certificate annexed as Annexure-9)
Whether Earth leakage circuit breaker (ELCB) provided?	Yes
Whether Ramp provided for <i>Divyang</i> for easy access to and evacuation from the building?	Yes
Whether any High tension electric line pass across the premises?	No

Signature of the Principal/ Head of the Institution

PART C- APPROVAL STATUS OF THE INSTITUTE

(For the previous session; attach copy of all the approval/affiliation letters)

Approving authority	Letter Number	Date	Annexures
Copy of AICTE approval letter	F. No. North-West/1-3517547204/2018/EOA	10-04-2018	Copy of last AICTE approval letter annexed as Annexure-10
Copy of PCI approval letter	Ref. No. 17-1/2016-PCI/60108-819	10-01.2017	Copy of last PCI approval letter annexed as Annexure-11
Copy of last affiliation letter of HSBTE	Letter No. 34	15-05-2017	Copy of last HSBTE approval letter annexed as Annexure-12
Copy of NOC of State Government	Memo No. 3177 /Engg.	25-11-2002	Copy of NOC of state government annexed as Annexure-13

Signature of the Principal/ Head of the Institution

PART D - ORGANIZATION, GOVERNANCE AND ADMINISTRATION

1. Constitution of BOG with detailed qualification, experience of all the members

- NOTE:
1. Provide the details of all the members as per **Annexure -A**
 2. At least two meetings shall be held in a year

Is BOG constituted as per AICTE/ PCI/ HSBTE Norms? Yes

NAME AND ADDRESS OF THE MEMBERS OF THE GOVERNING BODY AS PER THE COMPOSITION PRESCRIBED BY AICTE							
S.No	Name	Position	Qualification	Present Professional position / Occupation	Telephone Numbers	E-mail	Address
01.	Mr. Deviya Gupta	Chairman	Graduate	Chairman/ Business	0129-2206750	deviya@anangpuria.com	B. S. Anangpuria Educational Institutes, Alampur, Ballabgarh-Sohna Road, Faridabad
02.	Mr. Tapesht Gupta	Member Secretary	Post- Graduate	Vice – Chairman/ Business	0129-2206750	tgupta@anangpuria.com	B. S. Anangpuria Educational Institutes, Alampur, Ballabgarh-Sohna Road, Faridabad
03.	Dr. Gajendra Singh	Members	Ph. D., M. Pharm	Dean/ Education	01262-213202	---	Department of Pharmaceutical Sciences, Pt. B. D. Sharma University of Health Sciences, Rohtak
04.	Dr. S. S. Tyagi		Ph. D., M.Sc.	Director/ Education	0129-2206750	sstyagi@anangpuria.com	B. S. Anangpuria Educational

Signature of the Principal/ Head of the Institution

							Institutes, Alampur, Ballabgarh-Sohna Road, Faridabad
05.	Dr. Roop Krishen Khar		Ph.D., M. Pharm	Principal/ Education	0129-2206750	roopkhar@anangpuria.com	B. S. Anangpuria Institute Pharmacy, Alampur, Ballabgarh-Sohna Road, Faridabad
06.	Mr. Saurabh Maan		M. Pharm	Assoc. Prof./ Education	0129-2206750	saurabh.maana@faculty.anangpuria.com	B. S. Anangpuria Institute Pharmacy, Alampur, Ballabgarh-Sohna Road, Faridabad
07.	Ex-officio		---	Regional Director / AICTE,	----	----	Regional Director, AICTE, Chandigarh
08.	Nomination awaited		----	Industrialist/ Technologist/ Educationist	----	----	Industrialist/ Technologist/Educ ationist Nominated by Council
09.	Ex-officio		----	Director/ Technical Education	----	----	Directorate of Technical Education, Chandigarh
10.	Nomination awaited		----	Industrialist/ Technologist/E ducationist	----	----	Industrialist/ Technologist/Educ ationist Nominated by State Govt.

Signature of the Principal/ Head of the Institution

Whether Anti-ragging committee (As per All India Council for Technical Education notified regulation for prevention and prohibition of ragging in AICTE approved technical Institutions vide No. 37-3/Legal/AICTE/2009 dated 01.07.2009) constituted, displayed in the campus of the institute and hoisted on the website of institute?

Yes

Whether Grievance Redressal Committee in the Institute. (As per All India Council for Technical Education (Establishment of Mechanism for Grievance Redressal) Regulations, 2012, F. No. 37-3/Legal/12012, dated 25.05.2012) constituted, displayed in the campus of the institute and hoisted on the website of institute?

Yes

Whether Internal Complaint Committee (ICC) (As per section 4 of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013) constituted, displayed in the campus of the institute and hoisted on the website of institute?


Yes

Whether Committee for SC/ST (As per the Scheduled Castes and the Scheduled Tribes (prevention of Atrocities) act, 1989, No. 33 of 1989, dated 11.09.1989) constituted, displayed in the campus of the institute and hoisted on the website of institute?

Yes

Signature of the Principal/ Head of the Institution

PART E- STAFF STATUS

NAME OF THE PRINCIPAL									
Stamp Size Photo	Date of Birth & Age	Qualificatio n with Class obtained starting from the highest Degree	Correspondi ng Specializatio n	Date of Joining	Scale of Pay	Present Basic Pay	Total emoluments	Aadhaar number	Signatur e
	13-11-1946 72 Years	Ph.D.	Pharmacy	31-03-2012	---	150000/-	150000/-		
		M. Pharm.	Pharmaceutics						
		B. Pharm.	Pharmacy						
		12 th							

PRINCIPAL - EXPERIENCE					
Teaching			Industry		
Institution	Position	Years	Institution	Position	Years
Jamia Hamdard, New Delhi	Lecturer	1975 to 1989	Indian Inst. Of Integrative Medicine Jammu	CSIR Sr. Research Fellow	1973 to 1975
Jamia Hamdard, New Delhi	Reader	1989 to 1995			
Jamia Hamdard, New Delhi	Professor	1995 to 2011			

Student Staff Ratio: 20:1

(Required ratio --- Theory → 60:1 and Practicals → 20:1)

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





Item	Qualification Required	Qualification of the staff appointed	Total Required	Total Available	Shortfall	Remarks
Teaching staff (for 60 students)						
HOD(s)	M. Pharm.	M. Pharm.	01	01	---	
Sr. Lecturer(s)	M. Pharm.	M. Pharm.	01	03	---	
Lecturer(s)	M. Pharm.	M. Pharm.	04	01	---	
TPO	B. Tech. / B. Pharm	M.B.A.	01	01	----	

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Technical supporting staff						
Laboratory Technician	D. Pharm	D. Pharm	02	02	----	
Laboratory Assistant/Attendant	SSLC/10+2	SSLC/10+2	04	04	-----	
Library staff						
Librarian/ Asstt. Librarian	B. Lib/D. Lib	M. Lib.	01	01	----	
Library attendant	10+ 2 /SSLC	10+2	01	01	----	
Office staff						
Office Superintendent	Graduation	Graduation	01	01	----	
Accountant/ Assistant	Graduation	Graduation	01	01	----	
Sr. Stenographer/ PA to Principal	Graduation	MCA	01	01	----	
Clerk-cum-Computer Operator	10+2 with computer training	10+2 with computer training	01	01	----	
Other supporting staff						
Store Keeper	D. Pharm	D. Pharm, B. Sc	01	01	----	
Driver	Valid driving License	Valid driving License	01	01	----	
Electrician	Diploma/ITI	Diploma/ITI	01	01	----	
Gardeners	---	---	01	01	----	
Watchman/ Chowkidar	---	---	02	02	----	
Peons	SSLC	SSLC	02	02	----	
Cleaning personnel	---	---	04	04	----	

Signature of the Principal/ Head of the Institution

TEACHING FACULTY - QUALIFICATION

Name of the Faculty Member with Stamp Size Photo	Designation	Department	Qualification with Class obtained starting from the highest Degree	Corresponding Specialization	Date of Birth & Age	Date of Joining	Scale of Pay	Present Basic Pay	Total emoluments	Aadhaar number	Signature
Mr. Saurabh Maan 	HOD & Associate Professor	Pharmacy	M. Pharm 1 st Division	Pharmaceutics	13-09-1978 40 Years	14-07-2008	-----	40000/-	40000/-	506381548804	
			B. Pharm 2 nd Division	Pharmacy							
Ms. Kanchan Aggarwal 	Assistant Professor	Pharmacy	M. Pharm 1 st Division	Pharmaceutical Chemistry	17-12-1986 32 Years	22-07-2013	15600-39100	16500/-	24750/-	911808039870	
			B. Pharm 1 st Division	Pharmacy							
Ms. Sujata 	Assistant Professor	Pharmacy	M. Pharm 1 st Division	Quality assurance	11-04-1988 30 Years	14/08/2017	15600-39100	16500/-	25000/-	227190402767	
			B. Pharm 1 st Division	Pharmacy							
Ms. Garima Golandaz 	Assistant Professor	Pharmacy	M. Pharm 1 st Division	Pharmacology	26-08-1988 30 Years	16/08/2017	15600-39100	16500/-	25000/-	788035170382	
			B. Pharm 1 st Division	Pharmacy							

Signature of the Principal/ Head of the Institution

Mr. Ajay Kumar Pal 	Lecturer	Pharmacy	M. Pharm 1 st Division	Pharmacology	07-08-1994 25 Years	04/10/2017	15600-39100	16500/-	24000/-	5561-6851-5050	
			B. Pharm 1 st Division	Pharmacy							

NOTE: Faculty Cadre Qualifications and pay scales shall be as per Haryana Government/ AICTE.

TECHNICAL SUPPORTING STAFF													
S. No	Name of the Staff	Department	Laboratory	Designation	Qualification	Previous Experience	Date of Birth & Age	Date of Joining	Scale of Pay	Present Basic Pay	Total emoluments	Aadhaar number	Signature
1	Mr. Rajeev Tomar	Pharmacy	Store	Lab. Tech.	D. Pharm, B.Sc.	NIL	26-06-1978 40 Years	15-07-2005	-----	17609/-	23000/-		
2	Mr. Krishan	Pharmacy	Lab 1 & 2	Lab. Tech.	D. Pharm	NIL	04-01-1996 22 Years	23-08-2017	-----	-----	15250/-		
3	Mr. Sachin Kumar	Pharmacy	Lab 3 & 4	Lab. Tech.	D. Pharm	2 Years	16-10-1994 24 Years	12-09-2017	-----	-----	15100/-		
4	Mr. Preetam Kumar	Pharmacy		Lab Attendant	10+2	NIL	02-04-1988 29 year	09-11-2010	-----	-----	7500/-	822148458223	

Signature of the Principal/ Head of the Institution

5	Mr. Raj Kumar	Pharmacy	----	Lab Attendant	10+2	NIL	19-03-1992 26 Years	01-11-2011	----	----	6250/-		
6	Mr. Manish	Pharmacy	----	Lab Attendant	10+2	NIL	16/04/1999 19 Years	16/04/2018	----	----	4500/-		

MINISTERIAL STAFF

S. No	Name of the Staff	Place of Work	Designation	Qualification	Previous Experience	Date of Birth & Age	Date of Joining	Scale of Pay	Present Basic Pay	Total emoluments	Aadhaar	Signature
1	Mr. Bhaskararao Markapudi	BSAIP	Office Supdt.	B. Com	3 Years & 6 Months	12.01.1978 & 40 Years	04-09-2006	----	19600/-	27500/-		
2	Mr. Vikas Chauhan	BSAIP	Accountant/ Assistant	B. Com	----	11-11-1985 32 Years	16-07-2014	----	17327/-	25000/-		
3	Ms. Sonika Ugra	BSAIP	Sr. Stenographer/ PA to Principal	MCA	2 Years & 5 Months	17-01-1979 39 Years	15-11-2017	----	----	18000/-		

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4	Mr. Dinesh	BSAIP	Computer Operator	BA & Certificate Course in Computers	5 Years	22-12-1988 29 Years	03-04-2018	-----	-----	17000/-		
5	Mr. Rajender	BSAIP	Driver	Valid Driving License	-----	07-06-1986 31 Years	01-04-2008	-----	12609	17500/-		
6	Mr. Jamuna Gupta	BSAIP	Mali	8 th	36 Years	28.12.1963 & 51 Years	31-10-2009	-----	5518/-	7500/-		

Signature of the Principal/ Head of the Institution

PART F - INFRASTRUCTURAL FACILITIES

Particulars	Number of rooms required	Minimum Carpet Area required	Carpet Area available	Shortfall
I	II	III	IV	V
Lecture Room - 1	01	90 sqm	184.2891 sqm	
Lecture Room - 2	01	90 sqm		
Total no. of Labs for Diploma Pharmacy Course Preparation Room for each lab (One room can be shared by two labs, if it is in between two labs)	05	60 Sqm x n (n=05) (each including a preparation room of minimum 10 sqm)	422.449 sqm	
i. Pharmaceutics Laboratory	01	60 sqm	85.267 sqm	
ii. Pharmaceutical Chemistry Laboratory	01	60 sqm	85.267 sqm	
iii. Physiology and Pharmacology Laboratory	01	60 sqm	85.267 sqm	
iv. Pharmacy Practice Laboratory	01	60 sqm	83.324 sqm	
v. Pharmacognosy Laboratory	01	60 sqm	83.324 sqm	
Animal House Whether computer simulated software are available in lieu of animal house (Yes/No)	01	75 sq.mts/ Computer Simulated Software	Computer Simulated Software	
Machine Room	01	100 sqm	126.834 sqm	
Museum	01	30 sqm	41.757 sqm	
Aseptic Room	01	25 sqm	25 sqm	
Store Room - I	01	20 sqm	78.486 sqm	
Store Room - II (For Inflammable chemicals)	01	20 sqm		
Herbal Garden (Desirable)		Adequate number of Medicinal plants	Adequate number of Medicinal plants	
Library	01	150 sqm	158.72 sqm	

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Seminar Hall/ Multipurpose Hall (02 Multimedia projector be made available)	01	132 sqm	132 sqm	
Language laboratory	01	132 sqm		

*of the total number of class rooms required at least 01 shall be a smart class room per department.

COMPUTERS, SOFTWARE, INTERNET AND PRINTERS						
Program	Number of PCs/ Laptops to students ratio (Min 20 PCs)	Legal System Software	Legal Application n Software	LAN and Internet	Mail Server and Client	Printers including Color Printer (% of total number of PCs/ Laptops)
Pharmacy (Computer Centre of minimum 75 sqm be made available)	1:8	01	10	All	Desired	5%

NOTE:

1. At least 4 Mbps Wi-Fi connectivity at 4 or 5 hotspots shall be made available.
2. Library, Administrative offices and Faculty members shall be provided with exclusive computing facilities along with LAN and Internet. This shall be considered as over and above the requirement meant for PCs to student's ratio.
3. Every department shall have separate computer Laboratory with at least 20 computers. A centralized computer Laboratory with at least 100 computers.
4. Central Xeroxing facility for students shall be made available.

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ADMINISTRATIVE AREA				
Principal room	01	30 sqm	54.16 sqm	
Board room	01	20 sqm	41.76 sqm	
Main office	01		300 sqm	
	Campus having one program	150 sqm		
	Campus having more than one program	300 sqm		
Cabins for HOD	01	10 sqm	14.26 sqm	
Faculty rooms	-	30 sqm (subject to minimum 5 sqm for each faculty member)	41.76 sqm	
Central stores	01	30 sqm	78.48 sqm	
Maintenance Room	01	10 sqm	45.9 sqm	
Security Room	01	10 sqm	58.97 sqm	
Housekeeping Room	01	10 sqm	10 sqm	
Pantry for staff (Desirable)	01	10 sqm	10 sqm	
Examination control office (Confidential Room)	01	40 sqm	40 sqm	
Placement office	01	30 sqm	164.9 sqm	

AMENITIES				
Toilets (Ladies & Gents)	01	150 sqm	271.09 sqm	
Toilets for physically challenged	01	---	01	
Girls Common Room	01	75 sqm	75 sqm	
Boys Common Room	01	75 sqm	75 sqm	
Canteen/cafeteria (Desirable)	01	150 sqm	1000 sqm	
First aid-cum-sick room	01	10 sqm	92 sqm	
Drinking water facility (water cooler) essential	01	--	01	
Playground	-	Available/Not Available	Available	

Signature of the Principal/ Head of the Institution

PART G - EQUIPMENT AND APPARATUS

Laboratory wise List of Minimum equipment's required for D. Pharm

PHARMACEUTICS

Sr. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks
1.	Continuous Hot Extraction Equipment	05	05	Yes	
2.	Conical Percolator	05	05	Yes	
3.	Tincture Press	01	01	Yes	
4.	Hand Grinding Mill	01	01	Yes	
5.	Disintegrator	01	01	Yes	
6.	Ball mill	01	01	Yes	
7.	Hand operated Tablet machine	01	01	Yes	
8.	Tablet Coating Pan unit with hot air blower laboratory size	01	01	Yes	
9.	Polishing pan laboratory size	01	01	Yes	
10.	Monsanto's hardness tester	01	01	Yes	
11.	Pfizer type hardness tester	01	01	Yes	
12.	Tablet disintegration test apparatus IP	01	01	Yes	
13.	Tablet dissolution test apparatus IP	01	01	Yes	
14.	Granulating sieve set	10	10	Yes	
15.	Tablet counter - small size	05	05	Yes	
16.	Friability tester	01	01	Yes	
17.	Collapsible tube - Filling and sealing equipment	01	01	Yes	
18.	Capsule filling machine - Lab size	01	01	Yes	
19.	Digital balance	01	01	Yes	
20.	Distillation unit for distilled water	02	02	Yes	
21.	Deionisation unit	01	01	Yes	
22.	Glass distillation unit for water for injection	01	01	Yes	
23.	Ampoule washing machine	01	01	Yes	
24.	Ampoule filling and sealing machine	01	01	Yes	
25.	Sintered glass filters for bacterial proof filtration(four different grades)	Adequate	Adequate	Yes	
26.	Millipore filter (3 grades)	Adequate	Adequate	Yes	
27.	Autoclave	01	01	Yes	
28.	Hot air sterilizer	01	01	Yes	
29.	Incubator	01	01	Yes	
30.	Aseptic cabinet	01	01	Yes	
31.	Ampoule clarity test equipment	01	01	Yes	
32.	Blender	01	01	Yes	

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33.	Sieves set (Pharmacopoeial standard)	02	02	Yes	
34.	Lab Centrifuge	01	01	Yes	
35.	Ointment slab	Adequate	Adequate	Yes	
36.	Ointment spatula	Adequate	Adequate	Yes	
37.	Pestle and mortar porcelain	Adequate	Adequate	Yes	
38.	Pestle and mortar glass	Adequate	Adequate	Yes	
39.	Suppository moulds of three sizes	Adequate	Adequate	Yes	
40.	Refrigerator	01	01	Yes	

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

PHARMACEUTICAL CHEMISTRY

Sr. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks
1.	Refractometer	01	01	Yes	
2.	Polarimeter	01	01	Yes	
3.	Photoelectric colorimeter	01	01	Yes	
4.	pH meter	01	01	Yes	
5.	Atomic model set	02	02	Yes	
6.	Electronic balance	01	01	Yes	
7.	Periodic table chart	Adequate	Adequate	Yes	

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

PHYSIOLOGY & PHARMACOLOGY LABORATORY

Sr. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks
1.	Haemoglobinometer	20	20	Yes	
2.	Haemocytometer	10	10	Yes	
3.	Student's organ bath	1	1	Yes	
4.	Sherington's rotating drum	1	1	Yes	
5.	Frog board	Adequate	Adequate	Yes	
6.	Tray (dissecting)	Adequate	Adequate	Yes	
7.	Frontal writing lever	Adequate	Adequate	Yes	
8.	Aeration tube	Adequate	Adequate	Yes	
9.	Telethermometer	1	1	Yes	
10.	Pole climbing apparatus	1	1	Yes	

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11.	Histamine chamber	1	1	Yes	
12.	Simple lever	Adequate	Adequate	Yes	
13.	Staring heart lever	Adequate	Adequate	Yes	
14.	Aerator	Adequate	Adequate	Yes	
15.	Histological Slides	Adequate	Adequate	Yes	
16.	Sphygmomanometer (B.P. apparatus)	5	5	Yes	
17.	Stethoscope	5	5	Yes	
18.	First aid equipment	Adequate	Adequate	Yes	
19.	Contraceptive device	Adequate	Adequate	Yes	
20.	Dissecting (surgical) instruments	Adequate	Adequate	Yes	
21.	Balance for weighing small Animals	1	1	Yes	
22.	Kymograph paper	Adequate	Adequate	Yes	
23.	Actophotometer	1	1	Yes	
24.	Analgesiometer	1	1	Yes	
25.	Thermometer	Adequate	Adequate	Yes	
26.	Plastic animal cage	Adequate	Adequate	Yes	
27.	Double unit organ bath with thermostat	1	1	Yes	
28.	Refrigerator	1	1	Yes	
29.	Single pan balance	1	1	Yes	
30.	Charts	Adequate	Adequate	Yes	
31.	Human skeleton	1	1	Yes	
32.	Anatomical specimen (Heart, brain, eye, ear, reproductive system etc.,)	1 set	1 Set	Yes	
33.	Electro-convulsimeter	1		Yes	
34.	Stop watch	Adequate	Adequate	Yes	
35.	Clamp, boss heads, screw clips	Adequate	Adequate	Yes	
36.	Syme's Cannula	Adequate	Adequate	Yes	

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

PHARMCOGNOSY LABORATORY

Sr. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks
1.	Projection Microscope	01	01	Yes	
2.	Charts (different types)	Adequate	Adequate	Yes	
3.	Models (different types)	Adequate	Adequate	Yes	

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4.	Permanent Slides	Adequate	Adequate	Yes	
5.	Slides and Cover Slips	Adequate	Adequate	Yes	

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

PHARMACY PRACTICE LABORATORY

Sr. No.	Name	Minimum required Nos.	Available Nos.	Working Yes/No	Remarks
1.	Colorimeter	2	2	Yes	
2.	Microscope	Adequate	Adequate	Yes	
3.	Permanent slides (skin, kidney, pancreas, smooth muscle, liver etc.,)	Adequate	Adequate	Yes	
4.	Watch glass	Adequate	Adequate	Yes	
5.	Centrifuge	1	1	Yes	
6.	Biochemical reagents for analysis of normal and pathological constituents in urine and blood facilities	Adequate	Adequate	Yes	
7.	Filtration equipment	2	2	Yes	
8.	Filling Machine	1	1	Yes	
9.	Sealing Machine	1	1	Yes	
10.	Autoclave sterilizer	1	1	Yes	
11.	Membrane filter	1 Unit	1 Unit	Yes	
12.	Sintered glass funnel with complete filtering assemble	Adequate	Adequate	Yes	
13.	Small disposable membrane filter for IV admixture filtration	Adequate	Adequate	Yes	
14.	Laminar air flow bench	1	1	Yes	
15.	Vacuum pump	1	1	Yes	
16.	Oven	1	1	Yes	
17.	Surgical dressing	Adequate	Adequate	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 Principal/ Head of the Institution

MUSEUM

Every Institution shall maintain a museum of crude drugs, herbarium sheets, botanical specimens of the drugs, and plants, mentioned in the course in addition the following are recommended.

Sr. No.	Requirement Prescribed by PCI	Available/Not Available	Remarks
1.	Colored slides of medicine plants.	Available	
2.	Display of popular patent medicines, and	Available	
3.	Containers of common usage in medicines.	Available	

Basic amenities to be provided in all the laboratories

Sr. No.	Amenities required	Available/Not Available	Remarks
1.	All the Laboratories should be well lit & ventilated	Available	
2.	All Laboratories should be provided with basic amenities and services like exhaust fans and fume chamber to reduce the pollution wherever necessary.	Available	
3.	The workbenches should be smooth and easily cleanable preferably made of non -absorbent material.	Available	
4.	The water taps should be non-leaking and directly installed on sinks. Drainage should be efficient.	Available	
5.	Balance room should be attached to the concerned laboratories.	Available	
6.	Fire extinguishers shall be provided inside and outside the laboratory.	Available	
7.	Flooring of the lab shall be non-skid and non-static.	Available	
8.	Standard Operating Procedure (S.O.P.) for all the equipment and system must be prepared and properly displayed near the respective machine.	Available	
9.	All the electrically operated machinery should be properly earthed and bonded.	Available	

Signature of the Principal/ Head of the Institution

PART H - 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:

Sr. No.	Item	Titles (No)	Minimum Volumes (No)	Available		Remarks
				Titles	Numbers	
1.	Number of books	75	750 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	459	3195	
2.	Annual addition of books		75 books per year	19	185	
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	06		
4.	Library Timings	8:30 AM to 4:30 PM				

Subject wise Classification of Books:

Sr. No.	Subject	Available		Remarks
		Titles	Numbers	
1.	Pharmaceutics – I	26	235	
2.	Pharmaceutical Chemistry – I	41	336	
3.	Pharmacognosy	31	350	
4.	Biochemistry and Clinical Pathology	43	314	
5.	Human Anatomy and Physiology	34	321	

Signature of the Principal/ Head of the Institution

6.	Health Education and Community Pharmacy	10	173	
7.	Pharmaceutics - II	102	449	
8.	Pharmaceutical Chemistry - II	72	250	
9.	Pharmacology and Toxicology	52	366	
10.	Pharmaceutical Jurisprudence	17	125	
11.	Drug Store and Business Management	10	91	
12.	Hospital and Clinical Pharmacy	15	110	
13.	Misc.	06	75	

ESSENTIAL AND DESIRABLE REQUIREMENTS AS PER AICTE APH 2018-19			
Sr. No	Description	Availability [YES / NO]	Details to be provided. [Number, if so required]
Essential Requirements			
1.	Standalone Language Laboratory	Yes	
2.	Potable Water supply and outlets for drinking water at strategic locations	Yes	
3.	Electric supply	Yes	
4.	Sewage Disposal system	Yes	
5.	Telephone	Yes	
6.	Vehicle parking	Yes	
7.	Display of information submitted to AICTE (including the accreditation status and Board of Governors) along with mandatory disclosures in the Web site of the Institution.	Yes	
8.	Copies of AICTE approvals (LoA and EoA of subsequent years) obtained since inception of the Institution till date shall be placed in the web site of the Institution	Yes	
9.	Digital payment for all financial transactions as per MHRD directives	Yes	
10.	Provision to watch MOOCS courses through Swayam	Yes	
11.	Display board within the premises as well as in the web site of the of Institution indicating the Chairman / President of the Trust of the institute, faculty available, facilities offered / available at the institute and feedback facility of students	Yes	

Signature of the Principal/ Head of the Institution

12.	Implementation of Unnat Bharat Abhiyan	Yes	
13.	Barrier Free Built Environment for disabled and elderly persons including availability of specially designed toilets for ladies and gents separately (as per Chapter V of Approval Process Handbook 2018-19).	Yes	
14.	Safety and Security measures in the Campus (as per Chapter V of Approval Process Handbook 2018-19 and Safety Guidelines issued by Department of Technical Education, Haryana)	Yes	
15.	Safety provisions including fire and other calamities (Refer Annexures 8 and 9 of Approval Process Handbook 2018-19)	Yes	
16.	Implementing Food Safety and Standards Act, 2006 in the Institution	Yes	
17.	General Insurance provided for assets against fire, burglary and other calamities	Yes	
18.	All weather approach road suitable for use by Motor vehicle-Motorized Road	Yes	
19.	General Notice Board and Departmental Notice Boards	Yes	
20.	First aid, Medical and Counseling Facilities	Yes	
21.	Appointment of Student Counselor	Yes	
22.	Group Insurance to be provided for the employees	Yes	
23.	Insurance for students	Yes	
24.	Institution-Industry Cell	Yes	
25.	Placement Cell	Yes	
26.	Applied for membership of National Digital Library	Yes	
27.	Strong Room [Storing QPs & ASs]	Yes	
28.	Security arrangement [Day / Night]	Yes	
29.	Sufficient halls for Examination	Yes	
Desirable Requirements			
30.	Implementation of the schemes announced by MHRD	----	
31.	Offering of Skill development Courses approved by the Council	----	
32.	Participation in the National Institutional Ranking Framework (NIRF)	----	
33.	Fabrication facility Laboratory (FABLAB)/ Tinkering Laboratory/ Innovation Laboratory	----	

Signature of the Principal/ Head of the Institution

34.	Backup Electric Supply	Yes	
35.	Availability of at least ONE Smart Classroom per Department	Yes	
36.	Rain Water Harvesting and installation of grid connected solar rooftops/ Power Systems	Yes	
37.	Waste management and environment improvement measures to ensure a sustainable Green Campus	Yes	
38.	Public announcement system at strategic locations for general announcements/ paging and announcements in emergency.	Yes	
39.	Enterprise Resource Planning (ERP) Software for Student-Institution-Parent interaction	Yes	
40.	Transport	Yes	
41.	Post, Banking Facility/ ATM	----	
42.	CCTV Security System	Yes	
43.	LCD (or similar) projectors in classrooms	Yes	
44.	Staff Quarters	----	
45.	Display of Courses and “Approved Intake” in the Institution at the entrance of the Institution. Courses taken through duly recognized MOOCs shall be used as Supplementary Courses.	Yes	
46.	Implementation of Unnat Bharat Abhiyan/ Saansad Adarsh Gram Yojana (SAGY)		
47.	Implementation of Startup Policy	----	
48.	Intellectual Property Right Cell	----	
49.	Availability of quality sanitary napkins through sanitary napkin vending machines and ensuring safe and environment friendly disposal of used sanitary napkin through sanitary napkin incinerator		

Signature of the Principal/ Head of the Institution

PART I - FINANCIAL & PHYSICAL RESOURCES

Budgeted Expenditure for the year 2016-17

Expenditure Heads	Budget (In lakhs)	Actual Expenditure	Shortfall if any
I. Academic Buildings: - Construction - Maintenance Expenses			
II. Laboratories/Computing Centre - New Equipment - Furniture - Operation & Maintenance			
III. Salary - Salary of Teaching Staff - Salary of Non-Teaching Staff		2093367	
IV. Faculty/Staff Development (Seminars/Workshops/Incentive Schemes/Training/Higher Studies)		324427.99	
V. Library - Books - Journals ,e-journals - E-library		87553.50	
VI. Services - Administration/Transport/Hostels/Canteen/Security/ Water/Electricity/P&T: - Hostel Maintenance - Landscaping - Internet facility			
VII. Students Activities - Extracurricular/Co-curricular/ Sports/Cultural /extra classes			
VIII. Medical Expenses -Full time or otherwise			
IX. Any Other, please specify			

Latest Balance Sheet of the Society certified from CA is annexed as **Annexure-14**.

PART J - STUDENT RELATED INFORMATION

Academic Performance of Last three Years (Attach Annexure if required)

Signature of the Principal/ Head of the Institution

S. No.	Course	Year	Sanctioned intake	No. of students admitted	Number of students Appeared in Board Exams	Students Passed	Passed with 1 st Division	Pass Percentage
					A	Number (B)		(B/A)*100
1.	2014-15	1 st year	60	60	58	21	14	36.20
		2 nd year	60	37	37	18	09	48.65
2.	2015-16	1 st year	60	60	55	28	24	50.90
		2 nd year	60	43	43	39	28	90.70
3.	2016-17	1 st year	60	56	54	28	27	51.85
		2 nd year	60	53	53	28	25	52.83

Up keep of Attendance Record of Students till 31st March, 2018

S. No.	Course / with year/ Semester	Hours of teaching from start of session	Total students on roll	Number of students				Remarks
				Above 75%	Above 70%	Above 65%	Above 60%	
1.	D. Pharmacy 1 st year	786	54	45	52	52	53	
2.	D. Pharmacy 2 nd year	728	46	33	41	43	45	

Details of classes conducted for D. Pharm 1st Year & 2nd Year till 31st March, 2018

Class / Subject	Theory	Practicals	Remarks
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Signature of the Principal/ Head of the Institution

	Prescribed No of Hours	No of Hours Conducted	Prescribed No of Hours	No of Hours Conducted	Prescribed No of classes	No of classes Conducted	
D. Pharm 1st Year							
Pharmaceutics – I	75	99	100	84	25	28	
Pharmaceutical Chemistry – I	75	81	75	78	25	26	
Pharmacognosy	75	73	75	75	25	25	
Biochemistry and Clinical Pathology	50	72	75	84	25	28	
Human Anatomy and Physiology	75	101	50	78	25	26	
Health Education and Community Pharmacy	50	50	----	-----	-----	-----	
D. Pharm 2nd Year							
Pharmaceutics – II	75	79	100	81	25	27	
Pharmaceutical Chemistry – II	100	82	75	75	25	25	
Pharmacology and Toxicology	75	123	50	72	25	24	
Pharmaceutical Jurisprudence	50	54	----	----	----	----	
Drug Store and Business Management	75	78	----	----	----	----	
Hospital and Clinical Pharmacy	75	80	50	90	25	30	

Details:

Signature of the Principal/ Head of the Institution

i. Merit position/toppers branch wise in the HSBTE Exams, if any.

Ms. Sapna Arora D/o Sh. Prabhu Dayal Arora, Roll no.053521065 got 1st rank in State Board of Technical Education exam in 2007.

ii. Awards awarded by the Polytechnic to the academic toppers of the Polytechnic.

Gold Medal and a Certificate of Merit was awarded to the State Topper of our Institute in the year 2007.

iii. Steps taken for improving the academic results.

Regular assessment of students, class tests, objective type question papers, extra classes for weak students are conducted by the Institute.

iv. Conduct of extra classes for weak/ needy students.

The respective class in charges have identified the weak learners and academically poor students and take their regular classes and counseling sessions during the library periods earmarked in the time table.

v. Total no. of working days observed in Semester.

184

vi. Whether Alumni association is formed or not.

In process

vii. Efforts made for quality teaching/ improving pedagogy/ personality development & improvement in Communication Skill of students.

- The Institute follows interactive and participative teaching methodology.
- Monthly Planner is given to the students so that they are aware of the topics to be covered
- Well-prepared lecture is given to the students in the classroom & relevant lecture material is given at the end of the lecture.

- After completion of the topics students are encouraged to give assignment, presentation on assigned topics.
- Surprise class tests are held from time to time.
- Practical File Assessment (marking) includes Viva-voce on day to day basis.
- 75% attendance is compulsory for appearing in final examination.

viii. **Steps taken for improving academic ambiance of the Polytechnic like land scaping, horticulture, tree plantation etc.**

The institute campus is lush green with exclusive plantation of trees & seasonal flowers and provides a pleasant surroundings and academic ambiance to students. A Medicinal Plant garden is separately maintained by the institute for the students to study Pharmacognostic knowledge of various plants.

ix. **Utilization of student fund for student welfare activities.**

Not applicable

x. **Teaching-Learning process:**

- | | |
|--|------------------|
| a. Whether Academic Calendar implemented? | (Yes / No) - Yes |
| b. Whether Teaching Aids used? | (Yes / No) - Yes |
| c. Whether Student Feedback implemented? | (Yes / No) - Yes |
| d. Any new innovation/ practice / technique adopted in teaching? | (Yes / No) - Yes |
| e. Whether Teacher's Diary maintained? | (Yes / No) - Yes |

Industry Institution Interaction & Placements

(a) Mention the following details if any.

i. Details of industrial tours/visits/ seminar etc. organized in the previous academic session

Following Industrial Visits have been organized in the previous & current academic session:

- Panacea Biotech Ltd., Punjab
- Synmedics Laboratories, Faridabad

ii. Consultancy

Not applicable

iii. Industrial Project Work

Not applicable

iv. Seminars/Conferences/Lectures with industry partnership

- **Sh. S. L. Nasa**, Registrar, Delhi Pharmacy Council, Delhi.
- **Dr. Naresh Sharma**, Asstt. Drugs Controller, CDSCO, Ghaziabad.
- **Sh. Inder Singh Chauhan**, Member (Pharmacy Council of India), Delhi.
- **Prof. (Dr.) Farhan J Ahmed**, Professor & Dean, Jamia Hamdard, Delhi.
- **Mr. Atul Kumar Nasa**, In-charge Drugs Controller, Govt. of NCT, Delhi.
- **Mrs. Ekta Kapoor**, Sr. Scientist, Department of Science and Technology, Govt. of India, Delhi.
- **Dr. Gaurav Jain**, Assistant Professor, Jamia Hamdard University, New Delhi.
- **Dr. Rajesh Khanna**, Head, Formulation and Development, Frezinues Kabi, Gurgaon

(b) Student's Placement:

i. Whether training and placement cell has been established? Yes/No - Yes

Name of the Training and Placement Officer __ Mrs. Anita Bhalla

ii. Qualification and Experience of Training and Placement Officer -

M.A. & 20 year

iii. Number of companies which visited the Institute during the last three years for campus interviews (Please supply the list of companies) & efforts made for improving Industrial Institution Interaction.

Apollo Pharmacy, Religare Wellness, Guardian Lifecare Pvt. Ltd., Claris Life Sciences, Agbro Pharmaceuticals Ltd.

iv. Number of extension lectures delivered by outside experts during the last three years

20

v. Course wise number of students placed during the last 3 years:

Course	No. of Eligible Students	No. of Students Placed	Percentage
D. Pharmacy	18	12	66.66
	39	18	46.15
	28	08	28.57

Extra Curricular Activities

Brief account of the activities/ achievements of the Institute during the previous year:

i. Games and sports

Institute has 7 acres of land in the campus earmarked for sports activities. It provides facilities for running tracks, football and basket ball courts where students do their routine practice under the supervision of DPEs. All the necessary sports materials are available in the Institute to support indoor and outdoor games. An athletic Meet is organized in the Institute Campus every year. In order to provide motivation to the participants' trophies and prizes are being awarded to the champions, every year to the winning teams and the individual participants.

ii. Debates/ Paper presentation / Quiz Competitions etc.

Every year an Annual Function is organized in the Institute Campus in which various technical and cultural programmes such as Debates, Paper presentation, dramatics, dances, songs, rangoli competition have been performed by the students. Prizes are distributed among the winners and runners of the events

iii. Cultural activities

Every year an Annual Function is organized in the Institute Campus

iv. NCC/NSS

The institute has been permitted to run one unit of NSS.

v. Students help desk

Signature of the Principal/ Head of the Institution

Institute has Grievances Redressal Cell to solve the grievances of the students. Moreover a feedback box has been placed in the campus where students are free to put any feedback regarding infrastructure and other facilities.

vi. Any other

None

PART K - FACULTY DEVELOPMENT INITIATIVES

i. Number of faculty sponsored by the institute since its inception to till date for improvement of academic qualification teaching skills etc.

6 (Six) namely Mr. Rishi, Mr. Kripa Shanker Tiwari, Mr. Sunil Kumar, Mr. Sanjeev, Ms. Savita Chaudhary, Mrs. Praveen Verma.

ii. Number of faculty sponsored to attend training conference and other professional meeting within and outside the country and the total amount spent for this purpose by the Institute/ Trust/ Society.

More than 15 till date

iii. Number of faculty sponsored for industrial training.

NIL

iv. Does the institute possess any faculty development plan, if so give the details.

Yes

- a. Sponsoring the faculty for higher studies
- b. Sponsoring faculty for attending national/International seminar, conferences, workshops etc.
- c. Arrangement of Guest lecturers to interact with eminent personalities from pharmaceutical industries and institutions

PART L - OTHERS

Signature of the Principal/ Head of the Institution

1. Please state whether the applicant is running and / or managing any other technical / professional institution which is approved in the premises on sharing basis. If so, please give the name of the programs / courses being conducted.

Yes. B. Pharmacy and M. Pharmacy Course approved by AICTE and Affiliated Pt. B.D. Sharma University of Health Sciences, Rohtak

2. Whether the applicant has any Court Case in respect of violation of provisions of State Govt. / UGC or that of any other statutory body including AICTE / NCHMCT / PCI.

No

3. Has the institute ever been served show cause notice by the Board for indulging in malpractices in conduct of Board examination? If Yes, Please mention the details and its present status.

No

4. Has the institute ever been served show cause notice by the DTE / AICTE / PCI / NCHMCT / HSBTE for indulging in malpractices / violation of rules, etc? If Yes, Please mention the details and its present status.

No

5. Please submit status of compliance in respect of various conditions / guidelines as per latest AICTE approval Letter.

Not applicable

6. Please submit status of compliance in respect of Grievance Redressal Committee for students as notified by AICTE.

Not applicable

7. Please submit status of compliance in respect of various conditions / guidelines as per latest DTE / State Govt. NOC.

Not applicable, Government of Haryana has issued NOC at the time of starting of the Institute.

8. Whether any deficiencies were reported by the AICTE during last two years? If Yes, Please submit the compliance of these deficiencies.

No

9. **Whether any deficiencies were reported by the DTE / HSBTE during last two years? If Yes, Please submit the compliance of these deficiencies.**

Yes, copy of compliance report submitted to HSBTE attached as **Annexure-15**.

10. **Please describe briefly future plans for improvements in infrastructure / expansion in academic and other activities to fully meet the norms and standards.**

Institute has established infrastructure for conducting D. Pharmacy course as per the norms and standard of AICTE/HSBTE/PCI.

**Name and Signature of the Principal /
Director of the Institution.**

Counter signed by:

(Chairman / President of the Society / Trust / Board)

(Two Members on Society/Trust/Board)

Signature of the Principal/ Head of the Institution