

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.**To be filled up by inspectors***Inspection No. :****Date of Inspection:****FILE No. :****NAME OF THE INSPECTORS: 1.
(IN BLOCK LETTERS)****2.**

1. Name of the Course Conducting Authority	K.B. Instt. of Pharm. Education & Research
2. Complete Postal Address of the Course Conducting Authority	Sector - 23, GH-6 Road, GANDHINAGAR - 382 023
3. Year of establishment of the Institution	1995
4. Approval status of the Institution for conducting Bachelor of Pharmacy (B.Pharm) Course: (Copy of the latest approval to be enclosed)	Approved up to 2019-20
5. No objection / consent of affiliation from Examining Authority (i.e, University) for starting the course: (Copy of the letter to be enclosed)	Annexure-II
6. Deficiencies as pointed out in the latest Inspection Report: (Use separate sheet)	Not applicable
7. Proposed date of commencement of the course:	Upon accordance of approval
8. Proposed intake capacity : 40	40
9. Proposed Time schedule for conducting the course	Mon to Fri : 3.00 p.m. to 5.00 p.m. Sat: 11 a.m to 4 a.m Sun: 12 p.m to 4 p.m

Signature of the Head of the Institution**Signature of the Inspectors**

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

Name of the Department	Sl. No.	Name of the Teachers	Working experience in the Institution	Qualification	Experience	Existing Teaching Load (Hours)	Any Experience in Hospital/Community/Clinical Research/Pr	Remarks of Inspectors
1	2	3	4	5	6	7	8	
Pharmaceutics	1	Dr. Anita Lalwani	19y 6m	B. Pharm, M Pharm, Ph.D	20 y	15 hrs	-----	
	2	Dr. Hitesh D. Dodiya	14 y 6m	B. Pharm, M Pharm, Ph.D	18 y	20 hrs	-----	
Pharmacology	1	Dr. Palak Shah	14y	B. Pharm, M Pharm, Ph.D	14y	18 hrs	-----	
	2	Dr. Priyanshee Gohil	11 y	B. Pharm, M Pharm, Ph.D	13y 6m	11 hrs	-----	
Pharmacy Practice	1	Dr. Sandip Bhatt	7 y	B. Pharm, M Pharm, Ph.D	13 y	18 hrs	No	
	2	Dr. Chintan Patel	8 months	B.Pharm Pharm.D.(PB)	5 y 6 m	17 hrs	1.9 years	
	3	Dr. Janki P. Patel	2y	Pharm.D.	2 years	16 hrs	No	
	4	Dr. Akash Mathuriya	8 months	D. Pharm, Pharm.D.	3.5 years	17 hrs	1.5 years	
	5	Dr. Mehul Chorawala	10 y 8 m	B. Pharm, M Pharm, Ph.D	12 y	13hrs	No	
	6	Dr. Javed Mansuri	10 m	B. Pharm, M Pharm, Ph.D	9 y 11 m	17 hrs	No	
	7	Dr. Rohit	10 m	Pharm.D.	10 m		No	

**11. Declaration of the teachers for teaching the additional Course:
(Declarations from teachers to be enclosed)****12. Whether visiting/part-time teachers is appointed: NA
(If yes, furnish the details in the following proforma)**

Sl.No.	Name of the Teacher	Qualification	Practice Experience	Present attachment	Remarks of Inspectors
1					

13. Enclose the acceptance from the visiting teachers as identified: NA**14. Whether the Institution/Trust is running a Model Community Pharmacy: No****15. If not, is there any planning to start the same in near future? Yes**

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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: Dr. SHRIKALP SHRIKANT DESHPANDE

Qualification/ Experience	Qualification	Teaching Experience	Available	Remarks of Inspectors
	M. Pharm	15 years, out of which 5 years as Prof. /HOD	23 Years	
	Ph.D	10 years, out of which at least 05 years as Asst. Prof		

PART II PHYSICAL INFRASTRUCTURE

1. Availability of Land (details)

- a. Building : ~~Own~~/~~rented~~
- b. Total built up area of the college building in Sq.mts : **9000 sq.mts Built up Area**
- c. Amenities and Circulation Area 1021

2. Class rooms:

Total number of class rooms provided for D. Pharm and B. Pharm/Bachelor of Pharmacy (Practice) course

Class	Required	Available numbers	Required Area * for each Class	Available	Remarks of Inspectors
D. Pharm	02		90 Sq. mts each	N.A.	
B. Pharm	04	04	90 Sq. mts each (Desirable) 75 Sq. mts each (Essential)	425	
Bachelor of Pharmacy (Practice)	01	01	40 Sq. mts each	90	

(* To accommodate 60 students)

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

Sl. No.	Infrastructure for	Requirement as per Norms	Available		Remarks of the Inspectors
			Number	Area in Sq. mts.	
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	15	1540	
2	Pharmaceutics Pharmaceutical Chemistry Pharmaceutical Analysis Pharmacology Pharmacognosy	03 Laboratories 03 Laboratories 01 Laboratory 03 Laboratories 02 Laboratories	3 3 1 2 1	360 360 120 210 105	

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Sl. No.	Infrastructure for	Requirement as per Norms	Available		Remarks of the Inspectors
			Number	Area in Sq.	
	Pharmaceutical Biotechnology (Including Aseptic Room) Total No. Laboratories for B.Pharm and D.Pharm Course	01 Laboratory 13 Laboratories *	1	100	
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)	6	122	
4	Area of the Machine Room	80-100 Sq.mts	1	170	
5	Central Instrument Room	80 Sq.mts with A/ C	2	122	
6	Store Room – I	1 (Area 100 Sq mts)	1	60	
7	Store Room – II (For Inflammable chemicals)	1 (Area 20 Sq mts)	1	50	

*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.

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	30	
3	Office – II – Academics			1	40	
4	Confidential Room			1	30	

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5. Staff 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	HODs rooms for B.Pharm Course	Minimum 4	20 Sq mts x 4	5	100	
2	Faculty Rooms for D.Pharm & B.Pharm course		10 Sq mts × n (n=No. of Teachers)	21	210	
3	Faculty Rooms for Bachelor of Pharmacy (Practice) course		10 Sq mts × n (n=No. of teachers)	6	60	

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	01		1	156	
2	Library	01	150 Sq. mts	1	350	
3	Museum	01	50 Sq. mts (May be attached to the Pharmacognosy lab)	1	68	
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)	0	00	
5	Auditorium / Multi Purpose Hall (Desirable)	01	250 – 300 Seating capacity	1	365	
6	Herbal Garden (Desirable)	01	Adequate number of medicinal Plants	1	2500	

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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	2	157	
2	Boy's Common Room (Essential)	01	60 Sq.mts	1	65	
3	Toilet Blocks for Boys	01	24 Sq.mts	2	25	
4	Toilet Blocks for Girls	01	24 Sq.mts	2	25	
5	Drinking Water facility – Water cooler (Essential).	01	-	3		
6	Boy's Hostel (Desirable)	01	9 Sq mts/ Room Single occupancy	2	500	
7	Girl's Hostel (Desirable)	01	9 Sq mts / Room (single occupancy) 20 Sq mts / Room (triple occupancy)	3	400	
8	Power Backup Provision (Desirable)	01		1		

8. Computer and other Facilities:

Name	Required	Available	Area	Remarks of Inspectors
Computer Room for B.Pharm Course	01 system for every 2 students (with internet and Printer facilities) (Area 75 Sq	25	108	
Computer For Model Pharmacy	As required for teaching and practice purposes and for drug information services	8	90	
Computer (Latest configuration)	1 system for every 10 students (UG & PG)	87		
Printers	1 printer for every 10 computers	9		
Multi Media Projector	01	16		
Generator (5KVA)	01	1	1	

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9. 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:

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	3920	16134	
Annual addition of books		150 books per year	74	188	
Periodicals Hard copies / online		10 National 05 International periodicals Micromedex 2.0	45 national available		
CDS		Adequate Nos	Adequate		
Internet Browsing Facility		Yes/No (Minimum ten Computers)	18		
Reprographic Facilities: Photo Copier Fax Scanner		01 01 01	1 1 1		

10. A. Subject wise Classification:

Sl. No	Subject			Remarks of Inspectors
		Titles	Numbers	
1	Pharmaceutics	701	3209	
2	Pharmaceutical Chemistry	487	2606	
3	Pharmacognosy	404	2260	
4	Biochemistry and Clinical Pathology	150	755	
5	Human Anatomy and Physiology	136	540	
6	Health Education and Community Pharmacy	11	39	
7	Pharmacy Practice	377	771	
8	Pharmacology and Toxicology	32	137	
9	Pharmaceutical Jurisprudence	608	1857	
10	Drug Store and Business Management	14	194	
11	Hospital and Clinical Pharmacy	895	3036	
12	Social Pharmacy/general	101	660	

10. B. Library Staff:

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

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PART III ACADEMIC REQUIREMENTS**A. Faculty requirements:****1. Student Staff Ratio:**

(Required ratio --- Theory → 40:1 and 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	1	
	Lecturer	4	4	
Department of Pharmaceutical Chemistry (including Pharmaceutical Analysis)	Professor	1	1	
	Asst. Professor	1	1	
	Lecturer	4	4	
Department of Pharmacology	Professor	1	1	
	Asst. Professor	1	1	
	Lecturer	5	5	
Department of Pharmacognosy	Professor	1	1	
	Asst. Professor	1	1	
	Lecturer	2	2	
Department of Pharmacy Practice	Professor	1	1	
	Asst. professor	2	2	
	Lecturer	2	2	

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 Inspectors
			Ist Year	IInd Year	
Principal	1	1	1	1	
Pharmacology	1	1	1	1	
Pharmaceutics	1	1	1	1	
Pharmacy Practice	2	2	2	2	
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.

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

Sl. No.	Designation	Required Number	Required Qualification	Available		Remarks of the Inspectors
				Number	Qualification	
1	Laboratory Technician	1 for each Dept	D. Pharm	6	M.Sc. M.Phil	
2	Laboratory Assistants/ Attenders	1 for each Lab (minimum)	SSC	6	M. Sc.	
3	Office Superintendent	1	Degree	1	B.Sc. DCA	
4	Accountant	1	Degree	0		
5	Store keeper	1	D. Pharm/ Degree	1	B. Sc.	
6	Computer Data Operator	1	BCA / Graduate with Computer Course	1	B.A.	
7	First Division Assistant	1	Degree	1	B. Sc.	
8	Second Division Assistant	2	Degree	1	B.A.	
9	Peon	2	SSC	15	11th Pass	
10	Cleaning personnel	Adequate	---	1	S. S. C.	
11	Gardener	Adequate	---	1	S. S. C.	

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	
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	
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.

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