

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

To be filled by New Polytechnic Institutions willing to offer AICTE and PCI approved diploma pharmacy course affiliation from HSBTE for 2018-19.

INSTITUTE CODE: 852

PART A – GENERAL INFORMATION

Society	
Name & Address of the Society / Trust / Company (U/S 25 of Companies Act, 1956):	Sanskriti School Shiksha Samiti, Narnaul
Complete Postal address:	C/o Kisan Sale Corporation Rewari Road, Narnaul Distt.- Mohindergarh (Haryana)
Society / Trust / Company Registration Number	0S117
Date of Registration	12 th May 2014
Place of Registration	Narnaul
Name of the Chairman / President of the Society / Trust / Company	Sh. Vinod Choudhary
STD code & Telephone No. (LL) Mobile No.	9812224055
Fax No.	01282-252800
E-mail	sietnnl@gmail.com , sietnnl@rediffmail.com
Institution	
Name of the Institution run by the Trust / Society / Company:	Sanskriti Institute of Education & Technology
Complete Postal address:	Vill- Amarpur Jorasi, Post- Bashirpur, Distt.- Mohindergarh (Haryana)
STD code & Telephone No. (LL) Mobile No.	9812224055
Fax No.	01282-252800
E-mail	sietnnl@gmail.com , sietnnl@rediffmail.com
Type of the Institute (Write the appropriate one)	Private (Enclose copy of Registration documents of Society)
Year of starting of the Institute	2018-19
Name of the Principal of the Institute	Mr. Avinash Kumar Mishra
Qualifications	M.Pharma
Date of Joining of the Institute	10 th January 2018
Contact Nos. (LL alongwith STD Code / Mobile No.)	9412007104
E-mail	sietnnl@gmail.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)	2.68 Acre		
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	Resolution No. 23 dated 21.03.2017		
No encumbrances certificate (contiguous-in single patch)	Certificate No. 17/106 dated 22.02.2018		
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 ✓		
Khasra Plan / Master Plan (Please tick the competent issuing authority & attach documents)	Town and Country Planning Dept. Development Authority Revenue Authority ✓		
Site Plan (Please tick the competent issuing authority & attach documents)	Town and Country Planning Dept. Development Authority Revenue Authority ✓ Municipal Authority		
Building Plan (Please tick the competent issuing authority & attach documents)	Total built-up area 4313.06 sqm Development Authority Revenue Authority ✓ Municipal Authority		
Occupancy certificate (Please tick the competent issuing authority & attach documents)	Rural area: Tehsildar ✓ Urban area: Municipal Corporation / Municipal Committee / HUDA		
Structural stability certificate issued by Registered Structural Engineer (applicable in case where occupancy certificate is more than 30 years old)	No (Being New)		
Access to the site (National Highway/ State Highway/ Village Road/ Kacha Road and	Village Road		

Signature of the Principal/ Head of the Institution

Permission from competent authority to use	
NOC from Local Fire Service Authorities (to ensure fire and life safety measures)	Yes
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

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/2018/1-3698955731	10th April 2018	Annexure - A
Copy of PCI approval letter	F.NO.02.288/2018-PCI	16th March 2018	Page No. F 68 Item No. 135 Annexure - B
Copy of last affiliation letter of HSBTE	Letter No- 35	15th May 2018	
Copy of NOC of State Government			

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/Lega112012, 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)

Signature of the Principal/ Head of the Institution

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)

PART E– STAFF STATUS

Name and Designation of Principal

Name	Mr. Avinash Kumar Mishra
Qualification	M-Pharmacy
Complete postal address	Sanskriti Institute of Education & Technology Vill- Amarpur Jorasi, Post- Bashirpur, Distt.- Mohindergarh (Haryana)
Telephone number with std code	9354931066
Email	Siet.principal07@gmail.com
website	www.sietpharmacy.com

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	01		
Lecturer(s)	M. Pharm.	M. Pharm.	04	03		
TPO	B. Tech. / B. Pharm	B. Pharm	01	01		
Technical supporting staff						
Laboratory Technician	D. Pharm	D. Pharm	02	02		
Laboratory Assistant/Attendant	SSLC/10+2	SSLC	04	04		
Library staff						
Librarian/ Asstt. Librarian	B. Lib/D. Lib	B. Lib/D. Lib	01	01		
Library attendant	10+ 2 /SSLC	10+ 2 /SSLC	01	01		
Office staff						
Office Superintendent	Graduation	BA	01	01		

Signature of the Principal/ Head of the Institution

Accountant/Assistant	Graduation	B.Com	01	01		
Sr. Stenographer/ PA to Principal	Graduation	BA	01	01		
Clerk-cum- Computer Operator	10+2 with computer training	10+2, CCC Certificate	01	01		
Other supporting staff						
Store Keeper	D. Pharm	D.Pharm	01	01		
Driver	Valid driving License	BA with Driving Licence	01	01		
Electrician	Diploma/ITI	ITI in Electrician	01	01		
Gardeners	---	8 th Pass	01	01		
Watchman/ Chowkidar	---	8 th Pass	02	01		
Peons	SSLC	8 th Pass	02	02		
Cleaning personnel	---	8 th Pass	04	04		

ART 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	90 sqm	
Lecture Room - 2	01	90 sqm	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	375 sqm	
i. Pharmaceutics Laboratory	01	60 sqm	75 sqm	
ii. Pharmaceutical Chemistry Laboratory	01	60 sqm	75 sqm	
iii. Physiology and Pharmacology Laboratory	01	60 sqm	75 sqm	
iv. Pharmacy Practice Laboratory	01	60 sqm	75 sqm	
v. Pharmacognosy Laboratory	01	60 sqm	75 sqm	
Animal House Whether computer simulated software are available in lieu of animal house (Yes/No)	01	75 sq.mts/ Computer Simulated Software	150 sqm	
Machine Room	01	100 sqm	100 sqm	
Museum	01	30 sqm	57 sqm	
Aseptic Room	01	25 sqm	26 sqm	
Store Room – I	01	20 sqm	26 sqm	

Signature of the Principal/ Head of the Institution

Store Room – II (For Inflammable chemicals)	01	20 sqm	26 sqm	
Herbal Garden (Desirable)		Adequate number of Medicinal plants	Adequate	
Library	01	150 sqm	161.07 sqm	
Seminar Hall/ Multipurpose Hall (02 Multimedia projector be made available)	01	132 sqm	188.32 sqm	
Language laboratory	01	132 sqm	150.07 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)	22	05	12	Available	Available	03

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.

ADMINISTRATIVE AREA				
Principal room	01	30 sqm	30 sqm	
Board room	01	20 sqm	21 sqm	
Main office	01			
	Campus having one program	150 sqm	150sqm.	
	Campus having more than one program	300 sqm		
Cabins for HOD	01	10 sqm	15 sqm	
Faculty rooms	-	30 sqm (subject to minimum 5 sqm for each faculty member)	45 sqm	
Central stores	01	30 sqm	32 sqm	
Maintenance Room	01	10 sqm	11 sqm	

Signature of the Principal/ Head of the Institution

Security Room	01	10 sqm	13 sqm	
Housekeeping Room	01	10 sqm	12 sqm	
Pantry for staff (Desirable)	01	10 sqm	12 sqm	
Examination control office (Confidential Room)	01	40 sqm	41 sqm	
Placement office	01	30 sqm	32 sqm	

AMENITIES				
Toilets (Ladies & Gents)	01	150 sqm	160 sqm	
Toilets for physically challenged	01	---	Available	
Girls Common Room	01	75 sqm	75 sqm	
Boys Common Room	01	75 sqm	75 sqm	
Canteen/cafeteria (Desirable)	01	150 sqm	150 sqm	
First aid-cum-sick room	01	10 sqm	12 sqm	
Drinking water facility (water cooler) essential	01	--	Adequate	
Playground	-	Available/Not Available	Available	

PART G – EQUIPMENT AND APPARATUS

Laboratory wise List of Minimum equipments required for D. Pharma 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	

Signature of the Principal/ Head of the Institution

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	
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	
11.	Histamine chamber	1	1	Yes	

Signature of the Principal/ Head of the Institution

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-convulsiometer	1	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	
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

Signature of the Principal/ Head of the Institution

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	2	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.

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	Available	

Signature of the Principal/ Head of the Institution

	necessary.		
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	

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	84	841	
2.	Annual addition of books		75 books per year	--	--	
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	7	7	
4.	Library Timings	0900 hrs to 1800 hrs				

Signature of the Principal/ Head of the Institution

Subject wise Classification of Books:

Sr. No.	Subject	Available		Remarks
		Titles	Numbers	
1.	Pharmaceutics – I	08	100	
2.	Pharmaceutical Chemistry – I	09	90	
3.	Pharmacognosy	08	90	
4.	Biochemistry and Clinical Pathology	06	70	
5.	Human Anatomy and Physiology	09	80	
6.	Health Education and Community Pharmacy	07	85	
7.	Pharmaceutics – II	08	90	
8.	Pharmaceutical Chemistry – II	07	75	
9.	Pharmacology and Toxicology	06	70	
10.	Pharmaceutical Jurisprudence	06	60	
11.	Drug Store and Business Management	05	50	
12.	Hospital and Clinical Pharmacy	05	50	

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	Yes	

Signature of the Principal/ Head of the Institution

	web site of the Institution		
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	
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			

Signature of the Principal/ Head of the Institution

30.	Implementation of the schemes announced by MHRD	Yes	
31.	Offering of Skill development Courses approved by the Council	Under Plan	
32.	Participation in the National Institutional Ranking Framework (NIRF)	Under Plan	
33.	Fabrication facility Laboratory (FABLAB)/ Tinkering Laboratory/ Innovation Laboratory	Under Plan	
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	Under Plan	
37.	Waste management and environment improvement measures to ensure a sustainable Green Campus	Yes Available	
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	Under Plan	
40.	Transport	Yes Available	
41.	Post, Banking Facility/ ATM	Under Plan	
42.	CCTV Security System	Yes	
43.	LCD (or similar) projectors in classrooms	Yes	
44.	Staff Quarters	Under Plan	
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)	Available	
47.	Implementation of Startup Policy	Under Plan	
48.	Intellectual Property Right Cell	Under Plan	
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	Yes	

Signature of the Principal/ Head of the Institution

PART I – FINANCIAL & PHYSICAL RESOURCES

Budgeted Expenditure for the year 2017-18

Expenditure Heads	Budget (In lakhs)	Actual Expenditure	Shortfall if any
I. Academic Buildings: - Construction (Total construction Area :2484.45 x 23500) - Maintenance Expenses	58558200/-	58384810/-	
II. Laboratories/Computing Centre - New Equipment - Furniture - Operation & Maintenance	1575300/-	1461821/-	
III. Salary - Salary of Teaching Staff - Salary of Non-Teaching Staff	445800/-	301680/-	
IV. Faculty/Staff Development (Seminars/Workshops/Incentive Schemes/Training/Higher Studies)		New Institute	
V. Library - Books - Journals ,e-journals - E-library	399937/- 10500/-	399937/- 10500/-	
VI. Services - Administration/Transport/Hostels/Canteen/Security/Water/Electricity/P&T: - Hostel Maintenance - Landscaping - Internet facility	350800/- ----- 215500/- 125900/-	300321/- ----- 201400/- 115840/-	
VII. Students Activities - Extracurricular/Co-curricular/ Sports/Cultural /extra classes		New Institute	
VIII. Medical Expenses -Full time or otherwise		New Institute	
IX. Any Other, please specify		New Institute	

Latest Balance Sheet of the Society certified from CA is to be attached.

Signature of the Principal/ Head of the Institution